



ACADEMIC SENATE

Approved Minutes

November 13, 2017

Library Room 102

3:00 pm – 5:00 pm

1. Call to order	President Wyly called the meeting to order at 3:04pm.
2. Roll Call	<p>Academic Senate: Michael Wyly (President), LaNae Jaimez (Vice President), Erin Duane, Nick Cittadino, Cristina Young, Joel Powell, Scott Parish, Janene Whitesell, LaVonne Slaton, Anne Niffenegger, Margherita Molnar, and Rachel Purdie.</p> <p>Guest: VP David Williams (Vice President of Academic Affairs), Dean Dwayne Hunt, Jim DeKloe, Ferdinanda Florence, Erica Beam, Amy Obegi, George Olgin, Ruth Fuller, Peter Zaval, and Jim Petromilli.</p> <p>Absent: Celia Esposito-Noy (Superintendent-President), Rusty Mayes, Terri Pearson-Bloom, Lue Cobene, and Andrew Wesley.</p>
3. Agenda approval	Vice President Jaimez motioned to approve the agenda of November 13, 2017. It was seconded by Senator Whitesell. The agenda was approved unanimously.
4. Approval of Minutes	Senator Cittadino motioned to approve the minutes of November 6, 2017 with recommended modifications on item 12.4. It was seconded by Senator Niffenegger. Senator Duane and Senator Parish abstained. The motion passed with majority of the vote.
5. Comments from the Public	There were no comments from the public.
6. AS President Update	President Wyly stated that a draft of the Peer Review Handbook had been forwarded to Senator Young and Senator Powell. After the Faculty Association reviewed this document, it will be included on the Academic Senate meeting agenda on December 4, 2017.
6.1 Peer Review Handbook	
6.2 Resolutions: Fall 2017 ASCC Plenary	Resolutions from the 2017 Fall Plenary will be forwarded to senators once they become available online.
6.3 Reminder: Guided Pathway Summit,	President Wyly encouraged senators to attend Guided Pathway Summit on November 20 th from 12pm to 5pm. A tentative agenda for this meeting had been sent to facilitators: Julie Bruno and Pam Walker.

6.4 Flex Learning Options for Workers	President Wyly recommended senators to read FLOW (Flex Learning Options for Workers) (see link below). This topic will be reviewed/discussed during future Academic Senate meeting.
6.5 Mathematics Taskforce Update	This taskforce was approved by Academic Senate during the November 6, 2017 meeting. The appointees were outlined under consent 9.1. All appointees had confirmed participation on this taskforce. Senator Cittadino recommended Amy Dauffenbach to represent Counseling for this taskforce. President Wyly stated that this taskforce will not design curriculum but identify problems and provide recommendations to the college.
7. Superintendent-President Report	S/P Celia Esposito-Noy was not able to attend this meeting.
8. VP of Academic Affairs Report	VP David Williams did not provide an update.
9. Consent Agenda – Action Item	
9.1 Appointees to Math Equity Taskforce	Josh Scott (BSI Coordinator), Jim DeKloe (Curriculum Committee Chairperson), Randy Robertson (Math and Science Coordinator), Barbara Villatoro (BSI Math Coordinator), Joe Conrad (Math faculty), Susana Gunther (Math faculty), Mary Volge (Curriculum Committee Representative), Counselor (to be determined), and Peter Cammish (Dean of Research and Planning).
10. Action Items, Including Items Removed from Consent	
10.1 Professional Development Committee’s Revised Rubric Form	Vice President Jaimez presented the revised Rubric utilized by Professional Development committee. Senators had concerns regarding the language used on the form. As a result, the executive group of AS will revised the language and it will be included again on the next Academic Senate meeting on December 4, 2017 as an action item.
10.2 Assessment Schedule through 2022: Proposal Revision	Assessment Coordinator Amy Obegi presented, “Assessment Schedule Through 2022 Revised.” This document outlined adjusted Assessment schedule until 2022. This modification precipitated from challenges encountered when uploading SLOs on META and the goal to assess PLOs during 2018 spring semester. Senator Duane motioned to approve the modified Assessment schedule. It was seconded by Senator Young. The motion was approved unanimously.

11. Information/Discussion Items

11.1 ASTC and Online Tutoring

George Olgin presented two documents at the meeting and they were: "State of ASTC," and "ASTC Flyer" (see attached documents). The following information were discussed: (a) staffing, (b) locations, (c) students' logged hours, (d) list of different disciplines using ASTC, (e) ASTC goals, (f) list of services available to students, and (g) requested help from Academic Senate. After the presentation, senators were asked to solicit feedback from their constituents and forward this information to AS office by Monday, November 20, 2017.

11.2 Presentation to Solicit Faculty Input on Luminis/My Solano

Pete Zaval and Jim Petromilli presented the new MySolano/Luminis to senators. Senators were asked to provide input and to forward this information to AS office by Monday, November 20, 2017.

11.3 Review and Solicit Input on the Draft of Academic Calendar

Ruth Fuller presented a draft of the 2019-20 Academic Calendar. The challenges they encountered when drafting a proof calendar were: (a) block scheduling by a school discipline(s), (b) the start date assigned was earlier compared to previous years, (c) grades deadline, (d) not attaching spring break to Christian calendar, (e) decreased Flex dates, and (f) considering Wednesday before Thanks giving as an instruction day. President Wyly solicited the senators' interest in pursuing a compressed calendar. This will be multi-year process and will involve working with Faculty Association to determine logistics and feasibility. The Academic Calendar for 2019-2020 will be added to future AS agenda as an action item.

11.4 Disbursement of Materials and Discussion of Process and Calendar to Prepare for Joint Meeting of the Senate and Academic Deans to Determine Hiring Priorities

VP David Williams stated that the management team was still in the process of finalizing the list and this information will be disseminated to senators before the AS special meeting on November 27, 2017.

11.5 Academic Renewal

This item will be included on the next Academic Senate meeting agenda on December 4, 2017.

12. Reports

12.1 Assessment Committee

Assessment Coordinator Amy Obegi presented during item 10.2.

12.2 Distance Education

DE Coordinator Erica Beam stated Canvas had a dedicated team assigned to SCC. She stated that e-Companion shells were issued to all CRNs. However, only half were being utilized. Student presentations at

12.3 Academic Program Review

DE and Flex Cal meetings identified Canvas as underutilized. As a result, Erica Beam proposed a competition between different schools to help increase usage of Canvas. The requirements will be to use grade book and post syllabus on Canvas. Also, the DE committee had started mentoring/reviewing self-assessments and results had been impressive. Lastly, Erica Beam expressed the committee's challenge in membership. This topic will be at their next DE meeting. President Wyly stated that there had been debates at the Chancellor's office and ASCCC regarding an online community college. Vice President Jaimez recommended a Flex Cal session on Canvas face to face course outside of the Flex Cal schedule to increase number of attendees and Senator Pearson-Bloom could assist in scheduling this session.

Program Review Coordinator Ferdinanda Florence stated that eight of the ten US/IS programs were approved for deletions at Curriculum meetings. Wellness degree and Liberal Studies with emphasis on educations were not deleted and will remain on the catalog. Tentative works had started on ADT in Elementary Education and Kinesiology department will work on modifying its wellness degree. The committee will be working on the next steps to address the two remaining programs and what the timeline will look like. Also, the updated Program Review handbook and CTE template will be presented at the next AS meeting for review. Lastly, the committee's mid-year progress report had been completed and will be provided to senators during the 2nd AS meeting in December 2017.

13. Other Committees

There were no items on this section.

14. Upcoming Items and/or Action Reminder

14.1 Curriculum – Jim DeKloe (1st meeting of the month – 5 minutes).
14.2 Basic Skills – Joshua Scott (1st meeting of the month – 5 minutes).
14.3 Faculty Development/Flex Cal – LaNae Jaimez (1st meeting of the month- 5 minutes).

15. Adjournment

Senator Cittadino motioned to adjourn the meeting. It was seconded by Senator Molnar. The meeting was adjourned at 5:05pm.

ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN THE BOARD ROOM UNLESS OTHERWISE NOTED:

November 13, 2017 (Library Room 102)
November 27, 2017 (Tentative Special Meeting)
December 4, 2017
December 11, 2017
January 11, 2018
January 22, 2018
February 5, 2018
February 26, 2018

March 5, 2018
March 19, 2018
April 9, 2018
April 23, 2018
May 7, 2018
May 14, 2018

Documents Discussed at the Meeting:

1. Assessment Schedule through 2022 Revised
2. State of ASTC
3. ASTC Flyer
4. <http://doingwhatmatters.cccco.edu/ForCollegeLeadership/FlexLearningOptionsforWorkers.aspx>