



ACADEMIC SENATE

Approved Minutes

February 5, 2018

Honeychurch Board Room

3:00 pm – 5:00 pm

1. Call to order	President Wyly called the meeting to order at 3:02pm.
2. Roll Call	<p>Academic Senate: Michael Wyly (President), Erin Duane (Vice President & Secretary/Treasurer), Nick Cittadino, Rusty Mayes, Cristina Young, Terri Pearson-Bloom, Lue Cobene, Andrew Wesley, Janene Whitesell, Anne Niffenegger, Lauren Taylor-Hill, and Derek Lan.</p> <p>Guests: Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), Ferdinanda Florence, and Amy Obegi.</p> <p>Absent: Scott Parrish, LaVonne Slaton, Margherita Molnar, Rachel Purdie, Jim DeKloe, Erica Beam, Michelle Smith, and Josh Scott.</p>
3. Agenda approval	Vice President Duane motioned to approve the agenda of February 5, 2018. It was seconded by Senator Pearson-Bloom. The motion passed unanimously.
4. Approval of Minutes	Senator Pearson-Bloom motioned to approve the minutes January 11, 2018 (Academic Senate Joint Meeting with Education Administrators), including Senator Taylor-Hill’s recommendation to modify Janet Schwartz name to Jeanette McCarthy and the minutes of January 22, 2018 as presented. It was seconded by Senator Wesley. The minutes were approved unanimously.
5. Comments from the Public	There were no comments from the public.
6. AS President Update	
6.1 ASCCC Updates	ASCCC news will be disseminated to senators once received by President Wyly.
6.2 2018 Spring Plenary Registration Deadline March 15, 2018 (San Mateo, April 12-14 2018)	President Wyly, Erica Beam, and Anne Niffenegger will be attending the upcoming 2018 Plenary in San Mateo. President Wyly provided a summary of what to expect at the Plenary and the voting structure of ASCCC.

6.3 Tour of CSPS Solano	President Wyly distributed the CSPS form (see attached) and encouraged senators to attend the tour. He requested senators to communicate their interests to Academic Senate office by Friday, February 9, 2018.
6.4 Math Taskforce Update	President Wyly shared the Math Taskforce notes (see attached document) to the senators. This group's recommendations will be shared during the March Flex Cal.
6.5 Constitution and By-Laws Dissemination to Faculty	President Wyly presented two email examples that will be disseminated to faculty regarding the Senate Constitution and By-Laws. The Academic Senate office will be open during the upcoming March Flex Cal to address questions regarding these documents.
6.6 College Governance Update	President Wyly stated that the Academic Renewal policy had been presented to College Governance and will be forwarded to the committee for final approval.
6.7 DE Membership	President Wyly recommended to include a dean during DE committee's course shell review and voting process. This topic will be included on the next Academic Senate agenda for further discussion.
6.8 Professional Development Rubric	President Wyly encouraged senators to review the updated PD rubric language (see attached document). This item will be included on the next Academic Senate agenda for action.
7. Superintendent- President Report	S/P Celia Esposito-Noy discussed recent theft incident that occurred at SCC Vallejo Center. The administrations will be working with campus police team to strategize and consider alternative options in order to provide staff and students a safer environment.
8. VP of Academic Affairs Report	VP David Williams reminded senators of SCC's mileage reimbursement policy. However, retroactive payment requests will not be approved. Also, VP Williams stated that SCC website will have a list of auditable courses. He also confirmed that this policy will only be enforced once students exhausted a course's repeatability option. Lastly, he announced that SCC will be providing counseling sessions for students. This service will not replace SCC's Crisis Hotline.
9. Consent Agenda – Action Item	There were no items on this section.

10. Action Items, Including Items Removed from Consent

10.1 Curriculum Handbook

President Wyly stated that action on this handbook will be deferred in order to incorporate Curriculum’s Articulation process. Senator Pearson-Bloom motioned to grant Curriculum Committee to develop a written course/program articulation process. This was seconded by Senator Andrew. The motion passed unanimously.

10.1 Academic Senate Subcommittee Charges and Membership Clarification

President Wyly stated that Basic Skill Committee will be updating their charges in the near future to reflect BSI Coordinator’s new job description rather than its categorical funding stream. Senator Wesley motioned to approve the updated charges of the Academic Senate’s subcommittees as presented on the By-Laws (see attached document). This was seconded by Senator Taylor-Hill. The motion passed unanimously.

11. Information/Discussion Items

11.1 SCC Budget Update

Vice President of Fiscal Robert Diamond presented, “January 2018 Governor’s Budget Proposal,” (see attached document). The information outline on this document were: (a) there will be no student fee increase, (b) proposed 2.51% COLA and 1% growth, (c) proposed student-focused funding, (d) \$175 million to fund transition to the new formula and incorporation Visions for Success goals into EMP, (e) align budget with EMP, (f) hold harmless for revenues in 2018-19, (g) \$120 million to create a new college on the 1st year and \$20 million per year and beyond, and (h) \$212 million for k-12 to align with Strong Workforce. There was a rigorous discussion regarding supplemental grant for students. President Wyly encouraged senators to communicate this information to their colleagues, solicit feedback, and provide their department’s input to the office of Academic Senate by Friday, February 21, 2018. Senate inquiries will be forwarded to VP Diamonds. This topic will be included on February 26, 2018 Academic Senate agenda for discussion.

11.2 Academic Senate Budget Update and Donation Form

President Wyly provided senators with the new Academic Senate payroll deduction donation form (see attached document). This will be disseminated to faculty in March 2018 via survey.

11.3 DE Committee Request for Guidance Regarding Survey Technology and Taskforce Update

DE Coordinator Erica Beam was not able to attend this meeting. This item was deferred at the next Academic Senate meeting on February 26, 2018.

11.4 Guided Pathway in Respect to Steering Committee Composition and Five-Year Plan	President Wyly confirmed that a workgroup, which will consist of faculty, administrators, and students, will be created to draft SCC's Guided Pathway five-year plan. The plan will be due at the end of March 2018. The document produced by this group will be reviewed by the senate. After convening with VP Williams, President Wyly had selected members of this workgroup: (a) Academic Senate President, (b) DE Coordinator, (c) Curriculum Committee Chair, (d) a CTE faculty, (e) a Counselor, (f) Dean Dwayne Hunt, and (g) a representative from Student Services.
11.5 Adjunct Parity and Outreach	Due to Senator Purdie's absence, this item was deferred at the next Academic Senate agenda.
11.6 Review and Discussion of Commendations and Recommendations of ACCJC to Identify Areas of Senate Purview	S/P Esposito-Noy clarified that Recommendation #2 was changed from compliance requirement to improvement recommendation and Recommendation #9 was deleted from the team report. President Wyly presented an excerpt from the Accreditation report that outlined the Commendations and Recommendations of ACCJC (see attached document) for review to determine items that co-align with senate purview. He acknowledged the faculty's hard work throughout the entire process. VP Williams stated that SCC's Accreditation group will continue to function. He recommended a central location for evidence and to better organized SCC's website.
12. Reports	
12.1 Curriculum	Curriculum Chair Jim DeKloe was not able to attend this meeting.
12.2 Basic Skills	BSI Coordinator Joshua Scott was not able to attend this meeting.
12.3 Professional Development/Flex Cal	Interim Professional Development Coordinator Michelle Smith was not able to attend this meeting but provided PD rubric language change This was discussed during item 6.8.
13. Other Committees	There were no items on this section.
14. Upcoming Items and/or Action Reminder	
	14.1 Assessment Committee – Amy Obegi (2nd meeting of the month - 5 minutes) 14.2 Academic Program Review – Ferdinanda Florence (2nd meeting of the month - 5 minutes) 14.3 Distance Education – Erica Beam (2nd meeting of the month - 5 minutes) 14.4 AP 6000 Series 14.5 Strong Workforce 14.6 2019-20 Academic Calendar – Joe Conrad 14.7 Food Bank

15. Adjournment

14.8 New Job Description of BSI Coordinator – Michael Wyly and Josh Scott (10 minutes)

Senator Wesley motioned to adjourn the meeting. It was seconded by Senator Taylor-Hill. The meeting was adjourned at 5:03pm.

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

February 5, 2018

February 26, 2018

March 5, 2018

March 19, 2018 (Location: Vallejo Auto Tech at 2:30 pm -5 pm)

April 9, 2018

April 23, 2018

May 7, 2018

May 14, 2018

Documents Reviewed at the Meeting:

1. CSPA form.
2. Math Taskforce Notes
3. Constitution
4. By-Laws
5. Faculty Email Samples
6. PD Updated Rubric Language
7. January 2018 Governor's Budget Proposal
8. AS Payroll Deduction Donation Form
9. DE Request for Guidance RE Service Technology
9. Commendations and Recommendations of ACCJC