



ACADEMIC SENATE

Approved Minutes

May 6, 2019

Honeychurch Board Room – Building 600

3:00 pm – 5:00 pm

1. Call to order	Academic Senate President Jaimez called the meeting to order at 3:01 p.m.
2. Roll Call	<p>Academic Senate Officers: LaNae Jaimez (President), Josh Scott (Vice President), Erin Duane (Secretary/Treasurer, At-Large), and Michael Wyly (Past President/Ex-Officio).</p> <p>Academic Senate: Andrew Wesley, Anthony Ayala, Brian Purcell, Erica Beam, Janene Whitesell, Jose Cortes, Lauren Taylor-Hill, Rachel Purdie, Randy Robertson, Rebecca LaCount, Rusty Mayes, Scott Parrish, and Vitalis Enemmuo.</p> <p>Sheila Kaushal (Administrative Assistant)</p> <p>Ex Officio: Amy Obegi (Assessment Chair), Erica Beam (Distance Education Chair), Ferdinanda Florence (Academic Program Review Chair), and Jim DeKloe (Curriculum Chair)</p> <p>Guests: David Williams (Vice President of Academic Affairs), Dean Dwayne Hunt, Dean Damany Fisher, Dean Neil Glines, Dean Maire Morinec, Eric Gentry, Stacy Barrett, and Heather Watson-Perez.</p> <p>Absent: Terri Pearson-Bloom and Michelle Smith (Professional Development/Flex Cal Chair).</p>
3. Agenda approval	Academic Senate Secretary/Treasurer Duane motioned to approve the agenda of May 6, 2019 as presented. It was seconded by Senator Purcell. The motion passed unanimously.
4. Approval of Minutes	Academic Senate Secretary/Treasurer Duane motioned to approve the minutes of April 22, 2019. It was seconded by Senator LaCount. The motion passed unanimously.
5. Comments from the Public	There were no comments from the public.

<p>6. AS President Update 6.1 Introducing SCC Academic Senators 2019-21 Term</p>	<p>The following Senators will be serving during 2019-21 term: Erica Beam (School of Applied Technology and Business), Vitalis Enemmuo (School of Health Sciences), Erin Duane (Learning Resource Faculty, At-Large), Tracy Schneider (School of Liberal Arts), Michelle Arce (School of Social and Behavioral Science), Theresa Brunner (School of Liberal Arts, Adjunct), and to be determined (School of Mathematics and Science).</p>
<p>6.2 May 23, 2019 Commencement Ceremony</p>	<p>AS President Jaimez announced that the following Senators will be at this year’s Faculty Marshalls for SCC 2019 Commencement Ceremony: Past Senate President Wyly, AS Vice President Josh Scott, AS Secretary/Treasurer Duane, and Senator Purdie. The ceremony will occur at Hollister Stadium at 6:00 p.m. Senators were encouraged to be at the commencement by 5:30 p.m.</p>
<p>6.3 Assessment Committee Coordinator Update</p>	<p>AS President Jaimez informed the Senators that Assessment Coordinator position is still pending.</p>
<p>6.4 Academic Senate Calendar AY 2019-18</p>	<p>AS President Jaimez distributed next academic year’s AS meeting calendar (see attached document) to Senators.</p>
<p>6.5 SCC 2020-21 Calendar Update</p>	<p>AS President Jaimez announced that the SCC 2020-21 calendar was approved during the last SCC board meeting (see attached document).</p>
<p>6.6 Faculty Leadership Institute Attendees: Rachel Purdie and Lauren Taylor- Hill (June 13-15, 2019, Sheraton Grand Sacramento Hotel</p>	<p>Senator Purdie and Senator Taylor-Hill will be attending Faculty Leadership Institute in Sacramento on June 13th-15th, 2019. AS President Jaimez requested their attendance during August 2019 Senate meeting to share their experience/conference outcome with the Senators.</p>
<p>6.7 Distinguished Faculty Award 2018-19</p>	<p>The following faculty received the Distinguished Faculty award of 2018-19: Josh Scott (English Professor, full-time) and Maura Rabbette (Physics and Astronomy Professor). This award will be presented at the SCC graduation on May 23, 2019. Also, they will be recognized during the Tenure Tea and Distinguished Faculty recognition on August 8th from 12:00 p.m. – 1:30 p.m. at the Honeychurch board room, which will be hosted by Academic Senate. Lastly, they will be one of speakers during the 2019 Fall convocation.</p>
<p>6.8 Travel Toiletries</p>	<p>AS President Jaimez stated that Kristin Connor, Dean of Counseling, requested unused travel toiletries to be donated to Student Services, which will be made available to SCC students.</p>
<p>6.9 SCC Academic Senate Task Force List</p>	<p>The Senators were provided the task force list (see attached document).</p>

Task Force	Member	May 2019 Update
Social Justice	Rachel Purdie and Lauren Taylor-Hill	Will provide an update during the next academic year.
Equivalency	LaNae Jaimez, Michael Wyly, Terri Pearson-Bloom, and Rebecca LaCount	Will schedule a meeting before the end of 2018-19 academic year.
Distinguished Faculty	Andrew Wesley, and Rachel Purdie	Completed their tasks this academic year.
Tenure Tea	LaNae Jaimez and Josh Scott	Will distribute an invitation by the end of academic year.
Senate Leadership Scholarship for Students	Rebecca LaCount, Andrew Wesley, and Lauren Taylor-Hill	Will schedule a meeting before the end of 2018-19 academic year.
Faculty Mentoring	LaNae Jaimez, Rachel Purdie, Andrew Wesley, Tony Ayala, Michael Wyly, Randy Robertson, 2 Librarians/Counseling, LaVonne Slaton (consultant), and Rusty Mayes (mentee)	Will schedule a meeting before the end of 2018-19 academic year.
Open Educational Resource (OER)	Kitty Luce, Lauren Taylor-Hill, Atticus Frey, Rachel Purdie, and Tony Ayala	Will provide an update during today's meeting.
Hiring Process	Erin Duane, Rachel Purdie, Josh Scott, and Michael Wyly	Will schedule a meeting before the end of 2018-19 academic year.

**7. Superintendent-
President Report**

S/P Celia Esposito-Noy did not provided an update.

**8. VP of Academic Affairs
Report**

David Williams, VP of Academic Affairs, did not provided an update.

**9. Consent Agenda –
Action Item**

9.1 AP/BP 6410 Grading and Academic Record Symbols – LaNae Jaimez and David Williams (15 minutes)

AS President Jaimez informed the Senators that per faculty request, a retiree email address will be added to item 9.2 (AP/BP 4003 Emeritus Revised Spring 2019). Senator Wesley motioned to approve items 9.1, 9.2, and 9.3, with the addition of email address on item 9.2. It was seconded by AS Vice President Scott. The motion passed unanimously.

9.2 AP/BP 4003 Emeritus Revised Spring 2019 – LaNae Jaimez and David Williams (5 minutes)

9.3 AP/BP 6200 Graduation Requirements for Degree and Certificates – LaNae Jaimez and David Williams (10 minutes)

**10. Action Items, Including
Items Removed from
Consent**

10.1 Student Equity Plan–
Dwayne Hunt

Dwayne Hunt, Dean of Academic Support Services, provided the Senators the update regarding, “Student Equity Plan,” (see attached document): *“The 2019-2022 Student Equity Plan demonstrates our commitment to support our students by building infrastructures that are developed with equity intentionality and a sense of urgency. The Student Equity and Success Committee members have taken on the charge of exploring, developing and advocating for an equity framework that will guide our procedures and everyday practices. We*

understand the importance of approaching student success from a philosophical and operational shift towards an equity imperative, also known as the lens from which we view and develop solutions to our practice and service delivery. Although an equity framework is not yet in place, various constituencies involved in integrated planning across the college have committed to student equity as a fundamental necessity, as observed by embedding equity within Guided Pathways and the Strategic Plan. The activities listed in this plan have all been reviewed and revised with race, socio-economic, and gender/sexual identity equity in mind. Solano Community College recognizes our practices and structures impact our students, at times negatively, impacting their ability to succeed. We are stepping up to the challenge and developing our practices to be ambitious, striving to achieve full equity within three years at Solano Community College- a goal higher than what was noted in the Chancellor's Vision for Success. As we continue to grow, as individuals and as a community, we will continually revisit and modify our plans, methods, and assumptions to remove barriers and integrate equitized processes that will increase student success and completion."

Senator Whitesell motioned to approve this document as presented. It was seconded Senator Ayala. The motion passed unanimously.

10.2 Strategic Plan – LaNae Jaimez and David Williams

David Williams, Vice President of Academic Affairs, presented the draft of Strategic Plan (see attached document). He explained the reasons why this document was written and how it will align with goals and student success. The goals will be to honor and empower students: (a) by helping them succeed in achieving their education and career goals, (b) to transfer in a timely fashion, (c) to attain their education goals in a timely fashion while embracing the process of learning, (d) to gain meaningful employment/careers in their chosen field of study, (e) equity and success by eliminating equity gaps with a focus on disproportionately impacted populations, (f) ties to the community and local schools districts to ensure access to college for all students, (g) honor and empower the college community by maintaining adequate and sustainable financial resources to create an environment that supports teaching and learning, and (g) maintain a campus culture that honors and empowers teaching and learning. He also informed the Senate that the second draft of this document will be included on the May 2019 board agenda. AS Secretary/Treasurer Duane motioned to approve this document as presented. It was seconded by Senator Whitesell. The motion was approved unanimously.

10.3 Senate Student Scholarship

AS Secretary/Treasurer Duane informed the Senators that the Senate account balance was \$11,837 (estimate). AS President Jaimez recommended to amend Senate Student Scholarship to include student(s) vetted/approved by the Senate task force to receive this scholarship. Senator Wesley motioned that Academic Senate contribute

additional \$3,000 to the scholarship funds with the following options: (1) a scholarship will be awarded to one student who demonstrated leadership at high school or SCC with no GPA and unit requirement, and (2) added questions regarding leadership and being a SCC student. It was seconded by Senator Purcell. The motion passed unanimously.

11. Information/Discussion Items

11.1 Student Overcoming Adversity and Recidivism – Damany Fisher (5 minutes)

Damany Fisher, Dean of Research and Planning, introduced Eric Gentry and Stacy Barrett as part of SOAR (Student Overcoming Adversity and Recidivism). There will be a SOAR open house on May 17, 2019 at SCC Vallejo from 4:00 p.m. – 6:00 p.m. Pamphlets were distributed to the Senators, which outlined their mission and goals such as, assisting in locating employment/housing and access to food pantry. The Senate had discussions regarding involving Pathway and Counseling in this program. Inquiries will be forwarded to Dean Fisher.

11.2 Senate Student Scholarship for Student Task Force – Rebecca LaCount, Andrew Wesley, and Lauren Taylor-Hill

Senator LaCount distributed, “SCC Senate Scholarship” to the Senators (see attached document). This scholarship will be available to new or current students, without minimum unit requirement. After reviewing this document, AS Secretary/Treasurer Duane motioned to move this item under Action Item (10.3). It was seconded by Senator Wesley. The motion passed unanimously.

11.3 OER Working Group Update – Kitty Luce

Kitty Luce presented, “SCC OERI” and “OER Related 2019 ASCC Spring Session Resolution” to the Senators (see attached documents). She stated that there was a “Request of Interest” letter that was distributed to faculty. She would like the Senate’s support with the following: (a) to allow OER to be part of Course Outline of Records, (b) to financially support faculty interested in learning and adopting OER, and (c) to have more than one employee working under Open Educational Resources group.

11.4 eLumen Feedback Discussion – Ferdinanda Florence, Amy Obegi, and Jim DeKloe

There were rigorous discussions regarding acquiring eLumen service to replace CurricUNET META. Senate committee coordinators/chairs, Ferdinanda Florence, Amy Obegi, and Jim DeKloe, provided their feedback (see attached documents). VP David Williams will schedule a meeting to further discuss this topic with AS President Jaimez and the committee coordinators/chairs.

11.5 Academic Senate Priorities for 2018-19 AY – LaNae Jaimez (15 minutes)

AS President Jaimez informed the Senators to review, “AS Priorities for 2018-19 AY” (see attached document).

11.6 Guided Pathway Update – Michael Wyly

Michael Wyly stated that program maps and META majors will be submitted to be included on SCC catalog. An updated webpage, which

	will include student portal, will be launched on 2019 Fall term. This program was well received during the previous SCC Open House. He mentioned that one of the committee goals next academic year will focus on how to keep students on their path and how to educate them about resources they need/available to them. He also reminded the Senators of items that will be included on next academic year, which will require a vote of approval. VP David Williams expressed his appreciation for Michael Wylly's dedication on Guided Pathway.
11.7 Faculty/Staff Professional Development Grant Application – LaNae Jaimez	AS President Jaimez informed the Senators that the PD/FlexCal Committee had made minor modifications on their PD employee application form (see attached document). This form update did not require Senate approval.
12. Reports	
12.1 Academic Program Review – Ferdinanda Florence	Ferdinanda Florence, Program Review Coordinator, provided the Senators their completed, "End of the Year Committee Goals and Assessment" document (see attached document). She informed the Senators that a new PR handbook will be distributed and will be part of the Senate agenda next academic year.
12.2 Student Success and Equity	Josh Scott, Student Success and Equity Council Coordinator, will provide Senators the committee's "End of the Year Committee Goals and Assessment" document once completed.
12.3 Curriculum – Jim DeKloe	Jim DeKloe, Curriculum/Tech Review Chair, provided the Senators their completed, "End of the Year Committee Goals and Assessment" document. He informed the Senate the committees' course and program approvals were completed smoothly. He informed the Senators that the committee covered three issues: (a) "unit creep" ADT, (b) hidden prerequisites, and (c) how to modify GE, which will be addressed during the next academic year. He announced the following courses/programs that were approved: (a) Women's Beach Volley Ball, Dance certificate, degree in transfer studies, and certificate/A.A. for pre-nursing, and Cell Based Gene certificate. He will be on Sabbatical during 2019 Fall semester and AS Secretary/Treasurer will the interim Chair of CC/TR.
12.4 Assessment Committee – Amy Obegi	Amy Obegi, Assessment Coordinator, provided the Senators the completed, "End of the Year Committee Goals and Assessment" document (see attached document).
12.5 Distance Education – Erica Beam	Erica Beam, Distance Education Coordinator, will provide Senators the committee's "End of the Year Committee Goals and Assessment" document once completed.

12.6 Professional Development/FlexCal

Michelle Smith, PD/Flex Cal Coordinator, was not able to attend this meeting. She provided the Senator their completed, "End of the Year Committee Goals and Assessment" document (see attached document). Also, see item 11.7 regarding PD grant application form.

13. Other Committees

13.1 Guided Pathways Steering Committee – Michael Wylly

This topic was discussed during item 11.6

13.2 First Year Experience – Melissa Reeve

Melissa Reeve, FT3 Coordinator, provided the Senators the group's new pamphlet, which will be distributed to students during SCC Open House on May 10, 2019 with the goal of attracting more students.

14. Upcoming Items and/or Action Reminder

There were no items on this section.

15. Adjournment

Senator Wesley motioned to adjourn the meeting. It was seconded by Senator Cortes. The meeting was adjourned at 5:10 p.m.

ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN THE BOARD ROOM UNLESS OTHERWISE NOTED
May 13, 2019 (Tentative)

Documents Reviewed

1. Academic Senate 2019-2020 Meeting Calendar
2. 2020-21 Academic Calendar
3. SCC Academic Senate Task Force List
4. AP/BP 4003, 6200, and 6410
5. SEA (Student Equity Plan) 4.30.2019
6. Strategic Plan
7. SCC Senate Scholarship
8. SCC OERI
9. OER Related 2019 ASCC Spring Session Resolution
10. Assessment Committee eLument/CurricuNET META Pros and Cons
11. Curriculum Committee eLument/CurricuNET META Pros and Cons
12. Program Review Committee eLument/CurricuNET META Pros and Cons
13. PDC Form Employee Application
14. AS Priorities for 2018-19 AY
15. Assessment Committee Goals and Self-Assessment
16. PDFC Committee Goals and Self-Assessment
17. Curriculum Committee Goals and Self-Assessment
18. Academic Program Review Committee Goals and Self-Assessment