



ACADEMIC SENATE

Approved Minutes

September 17, 2018

Boardroom - Building 600

3:00 pm – 5:00 pm

1. Call to order	President Jaimez called meeting to order at 3:03 pm.
2. Roll Call	<p>Academic Senate Officers: LaNae Jaimez (President), Josh Scott (Vice President), Erin Duane (Secretary / Treasurer - At-Large). Michael Wylly (Past President/Ex-Officio)</p> <p>Academic Senate: Andrew Wesley, Anthony Ayala, Janene Whitesell, Jose Cortes, Lauren Taylor-Hill, Rachel Purdie, Randy Robertson, Rebecca LaCount, Rusty Mayes, Scott Parrish, Terri Pearson-Bloom, Lavonne Slaton.</p> <p>Melissa Pegg (Administrative Assistant)</p> <p>Ex Officio: Amy Obegi (Assessment Chair) and Ferdinanda Florence (Academic Program Review Chair), Erica Beam (Distance Education Chair), Jim DeKloe (Curriculum Chair/Ex Officio).</p> <p>Guests: David Williams (VP Academic Affairs), Rob Diamond (VP Fiscal Services)</p> <p>Absent: Anne Niffenegger, Lavonne Slaton, Margherita Molnar, and Michelle Smith (Professional Development/Flex Cal Chair/Ex Officio).</p>
3. Agenda approval	Erin Duane motioned to approve the agenda of September 17, 2018. It was seconded by VP Josh Scott. The motion was approved unanimously.
4. Approval of Minutes	Senator Ayala motioned to approve the minutes of September 10, 2018. It was seconded by Senator Whitesell. The motion to approve the minutes passed unanimously.
5. Comments from the Public	<p>Senator Whitesell – There is a need to improve communication and dissemination of information on peer review. Faculty do not seem to be well informed regarding the peer review process.</p> <p>Rebecca LaCount – SCC has partnered with Catholic Charities to offer legal assistance regarding immigration issues and DACA renewals. Appointments preferred but, walk ins are welcomed. Services are available to the community. Two flyers were provided.</p>

6. AS President Update

6.1 Hiring committee appointments

6.2 Committee appointment

6.3 Meeting with ASTC/George

6.4 Offsite Meeting Fall 2018 – Biotech Building Vacaville on October 15, 2018

6.5 Other

Academic Senate President Report (15 minutes)

Hiring committee appointments for the positions of Controller and Dean of Enrollment Services have been completed.

Appointment to Student Equity and Success committee for Health Sciences representative is Terri Pearson Bloom.

AS President Jaimez has begun dialog with ASCT Coordinator Olgin regarding the challenges of the ASTC. Further discussion will ensue regarding the collaborative efforts on behalf of ASTC activities and challenges. AS President Jaimez invited Mr. Olgin to the Senate to discuss more on the ASTC.

The offsite meeting will be held in Vacaville at the Biotech building on October 15, 2018. A tour of the Biotech Building will begin at 2pm and the meeting will start at 3pm. Remote access will be available. Offsite meeting information will be disseminated soon.

California Community colleges serve the largest number of undocumented students within our states education system. The Chancellor has asked the BOG to approve a resolution declaring Oct 15 – 19 *Undocumented Student Week of Action*, the SCC BOT will also be considering a resolution in support of the this action. The Senate was asked to consider a resolution in favor of this week of action. The SESC will be invited to join the Senate in these efforts.

-Team of 5 Solano faculty participated in the ASCCC Guided Pathways academy

BrightSity Training has begun. Enrollment is still available at no cost. Dr. Demany Fisher will present on the Vision of Success Metrics on October 1, 2018.

7. Superintendent-President Report

Celia Esposito-Noy (10 minutes).

No items in this section

8. VP of Academic Affairs Report

David Williams (no report).

No items in this section

9. Consent Agenda Action Item

Peer Review appointees were submitted for approval from the Schools of Math and Science, Applied Technology and Business, and Social and Behavioral Science. Senator Ayala motioned to approve consent agenda items and was seconded by Senator Duane. The motion passed unanimously.

School of Applied Technology and Business

Adrienne Cary
Deb Berrett

Lavonne Slaton
Mark Berrett

John Urrutia	Patricia Barnes
Karen Cook	Paul Hidy
Kevin Anderson	Rusty Mayes
Kevin Spoelstra	Sarah Nordin
Laura Maghoney	Shaunice Cole

School of Math and Sciences

Brad Paschal	Kiran Kaur
Cristina Young	Maria Santiago
Ed Re	Melanie Lutz
James DeKloe	Renee Moore
James Word	Sandra Diehl
Joe Conrad	Susana Gunther
John Higashi	Thomas Grube
Kathy Conrad	Willi Martinelli
Khek Sengmany	

School of Social & Behavioral Science

Anthony Ayala	Tasha Smith
Dale Crandall-Bear	Thomas Bundenthal
Lauren Taylor Hill	Tonmar Johnson
Michelle Arce	

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

10.01 Hiring priorities
timeline for AY 2018-
19

AS President discussed the hiring process timeline updated with established due dates. The State has allocated a one-time funding allocation equal to four growth positions.

10.02 Updated Faculty
Staffing Request Form

AS President Jaimez discussed the changes to the faculty staffing request form. The Senate recommended more changes to the form. AS President Jaimez requested a motion to approve the staffing request form inclusive of the Senate’s recommended modifications with regard to faculty need. The final form will be distributed to the Deans.

Past President Wyly recommended further discussion of the faculty staffing form upon completion of one process cycle. AS President stipulated a future discussion in January or February 2019.

Senator Ayala motioned to approve the hiring process timeline and the faculty staffing request form inclusive of modifications. It was seconded by ASVP Scott. The motioned was unanimously approved

11. Information/Discussion Items

11.01 College Budget and Funding Formula – Rob Diamond (25 min)

VP Rob Diamond presented on the shift of funding allocation for Solano Community College. Funding allocations are based on parameters utilizing enrollment numbers, student economic need, and student success. VP Diamond discussed the need to pursue a collaborative effort across the college to meet the goals set by the California Community College Chancellors Office and the State. VP Diamond submitted that it is imperative for SCC to capture and report necessary student data, increase marketing efforts, and review SCC's current curriculum strategy to ensure SCC's alignment with set goals.

VP Diamond reviewed Solano Community College's budget and projected goals based on the current and projected FTES. He also discussed the effects of rate increases of pensions, salaries, and benefits on the budget.

11.2 Course Repetition form and AP discrepancy – Rebecca La Count (10 min)

Senator Rebecca La Count provided the Senate with an updated Admission and Records - Petition for Repetition form. She discussed the processes, requirements, and determination of course repeatability and asked that the senate address inconsistencies in the form and the criteria used to allow/approve course repetition.

AS President Jaimez noted the needed changes, and requested that the item be pushed to the policy and procedure work group where the changes will be made. The changes will be brought back to the Senate for approval.

12. Reports

12.1 Assessment Committee – Amy Obegi – 5 min.

Chairperson Amy Obegi gave an overview of the timeline and requirements of assessments to mitigate confusion. She provided an assessment schedule for distribution to faculty. Past President Wlyly made a recommendation of setting mechanisms in place that will provide advanced notification of curriculum review and upcoming assessments. The assessment module for PLO assessment is progressing.

Chairperson Obegi provided the Senate with a draft of a student survey for review and input. She will conduct workshops during Flex Day (October 9, 2018) on SLO/PLO entry and mapping, and a roundtable discussion that will address "How we Assess Ethics".

AS President Jaimez made the recommendation for subcommittee chairs to meet and review the need for a master calendar for assessment, program review, curriculum and distance education.

12.2 Distance Education –
Erica Beam – 5 min.

Chairperson Erica Beam stated that the Distance Education Committee passed a resolution allowing faculty to submit shells for review following the completion of the 2nd training for teaching online. The DE committee is currently reviewing several shells. Chairperson Beam also advised that the DE committee adopted and aligned its calendar with the curriculum calendar for approving courses. The curriculum review deadlines are at noon on 9/27/18 (Spring 2019 courses) and 11/1/18 (Fall 2019 courses).

Professor Mark Barrett will conduct E-Teachers roundtable and this will be offered bi-weekly beginning 9/27/18 from 2-3 pm in room 503. Professor Barret will discuss HTML code during this roundtable meeting.

12.3 Professional
Development / Flex Cal –
Michelle Smith – 5 min.

PD goals handout was provided to the Senate. No other comment at this time.

13. Other Committees

13.1 Guided Pathways
Steering Committee –
Michael Wyly – 5 min

13.01 Guided Pathways Steering Committee – Michael Wyly – 5 min
Members of the steering committee attended the State Academic Senate / Academic Academy on Guided Pathways. Past President Wyly stated that the committee has developed a course sequencing/program mapping template in electronic form that will be distributed via email. Coordinator Wyly will host workshops to provide information and assistance with understanding Guided Pathways and using the new electronic form.

Coordinator Wyly stated that Mr. Rob Johnstone will speak on Guided Pathways during Spring Flex convocation. Mr. Wyly also stated that he is collaborating with other departments to create a student panel that will speak about their experiences at SCC. Meaghan Aten and Sandra Hernandez (OAR) have joined the GPSC to assist with outreach.

14. Upcoming Items and/or Action Reminder

14.01 Academic Program Review – Ferdinanda Florence - 5 min
14.02 Basic Skills/Student Success – Joshua Scott– 5 min
14.03 Curriculum – Jim DeKloe – 5 min
14.04 First Year Experience – Melissa Reeve - 5 minutes

15. Adjournment

Senator Wesley motioned to adjourn the meeting. It was seconded by Senator Mayes. The meeting ended at 5:02 pm.

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

September 10, 2018

September 17, 2018

October 1, 2018

October 15, 2018

October 29, 2018 (Tentative Special Meeting)

November 5, 2018

November 19, 2018
November 26, 2018 (Tentative Special Meeting)
December 3, 2018
December 17, 2018
January 10, 2019
January 28, 2019
February 4, 2019
February 25, 2019
March 4, 2019
March 18, 2019
April 1, 2019
April 22, 2019
May 6, 2019
May 13, 2019