



## ACADEMIC SENATE

### Approved Minutes

December 3, 2018

Honeychurch Board Room - Building 600

3:00 pm – 5:00 pm

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<b>1. Call to order</b>	Academic Senate President Jaimez called the meeting to order at 3:03pm.
<b>2. Roll Call</b>	<p><b>Academic Senate Officers:</b> LaNae Jaimez (President), Josh Scott (Vice President), Erin Duane (Secretary / Treasurer - At-Large), and Michael Wyly (Past President/Ex-Officio).</p> <p><b>Academic Senate:</b> Anthony Ayala, Lauren Taylor-Hill, Lavonne Slaton, Rachel Purdie, Randy Robertson, Rusty Mayes, Scott Parrish, Terri Pearson-Bloom, and Vitalis Enemmuo.</p> <p>Sheila (Administrative Assistant)</p> <p><b>Ex Officio:</b> Amy Obegi (Assessment Chair), Erica Beam (Distance Education Chair), Ferdinanda Florence (Academic Program Review Chair), and Jim DeKloe (Curriculum Chair).</p> <p><b>Guests:</b> Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), Robert Diamond (Vice President of Finance), Dean Sandy Lamba, Dean Maire Morinec, and Katherine Luce.</p> <p><b>Absent:</b> Senator Andrew Wesley, Senator Jose Cortes, Senator Janene Whitesell, Senator Rebecca LaCount, and Michelle Smith (Professional Development/Flex Cal Chair).</p>
<b>3. Agenda approval</b>	Senator Duane motioned to approve the agenda of December 3, 2018 as presented. It was seconded by Senator Parrish. The agenda was approved unanimously.
<b>4. Approval of Minutes</b>	Senator Pearson-Bloom motioned to approve the minutes of April 23, 2018 as presented. It was seconded by Senator Purdie. Senator Ayala, Senator Robertson, and Senator Enemmuo abstained. The minutes of April 23, 2018 was approved unanimously. Senator Pearson-Bloom motioned to approve the minutes of November 5, 2018 and November 26, 2018. It was seconded by Senator Robertson. The motion passed unanimously.

**5. Comments from the Public**

Senator Parrish expressed his concerns regarding early college students whom he had witnessed littering the cafeteria and Student Union areas. He would like to inquire how this could be addressed.

**6. AS President Update**

**Academic Senate President Report (10 minutes)**

6.1 Strategic Planning  
Faculty Participation

President Jaimez stated that the college will embark on Strategic Planning. The following faculty had been asked to participate: (a) Debbie Barrett, (b) Nick Cittadino, (c) Marcie McDaniels, (d) Ferdinand Florence, (e) Andrew McGee, (f) Amy Obegi, (g) Michael Wyly, (h) Cristina Young, and (i) President Jaimez. Vice President Scott also expressed interest in being part of this group. The group will also include representation from Fiscal, Admissions and Records, Research & Planning, CSEA, and Local 39. S/P Esposito-Noy stated that suggestions/ideas planned by this group will be presented to SCC Board for approval.

6.2 January 10, 2019  
Academic Senate  
Morning/Afternoon  
Meeting

President Jaimez reminded Senators of senate meeting on January 10, 2019. The Academic Senate morning meeting will be from 9am to 12pm. This meeting will focus on reviewing the Senate Goals and Priorities and Sub-Committee Goals and Priorities. The afternoon session, which will start at 1pm, will be a joint meeting with Administrators to discuss work on Areas of Emphasis or Interests and Meta Majors.

6.3 Senate After Dark III  
Gathering

President Jaimez invited Senators to attend the yearly Senate After Dark gathering at her house from 5:30pm-7:00pm.

**7. Superintendent-  
President Report**

**Celia Esposito-Noy (10 minutes).**

S/P Esposito-Noy stated that the college's previous experience in utilizing its generator has been working and will activate after a ten second delay in order to keep the server running. Also, she provided current updates regarding FON allocation.

She expressed her appreciation to Senators and Deans who participated in ranking Faculty Hiring List of 2019-20 (see attached document). The few reasons/implications why her ranking was different were: (a) whether or not it was one person per department, (b) the capacity in number of courses, the number of faculty to teach these classes, and the challenge in hiring Adjuncts, and (c) other ways that these positions could be funded. S/P Esposito-Noy explained the college's need for LD Specialist and Horticulture Instructor. She also discussed four CTE positions (EMT, Auto Tech, Advance Manufacturing and Bio-Tech) funded by Strong Work Force funds will need to be covered by General Funds in approximately two years. Furthermore, she communicated the possibility of hiring other positions once the Administration has an idea of the number professors scheduled to retire this Spring 2019. The Human Resources department, Deans, and

	discipline faculty will be working to post job opportunities and interviews will occur during Spring 2019.
<b>8. VP of Academic Affairs Report</b>	VP David Williams invited the Senators to SCC meeting with eLumen on Wednesday, December 5, 2018. The company will introduce a software that will potentially combine Curriculum and Assessment functions.
<b>9. Consent Agenda</b>	
9.1 Peer Review School of Health Science: Brian Bower	Vice President Scott motioned to approve Brian Bower as a Peer Review School for the Health Science. This was seconded by Senator Parrish. The motion passed unanimously.
<b>10. Action Items, Including Items Removed from Consent</b>	
10.1 Faculty Hiring Priorities 2019-20 Academic Year	The Senate, Deans, and Administrators had a rigorous discussion regarding Faculty Hiring Priorities for 2019-20 AY. This topic was also discussed during item 7. Senator Taylor-Hill motioned to accept S/P Esposito-Noy's ranking with allowance for discussion, feedback, and disagreement. This was seconded by Senator Robertson. The motion was approved unanimously. The Senate agreed to review/assess as deemed appropriate.
<b>11. Information/Discussion Items</b>	
11.1 Ideas To Increase Student Success FAC Meeting	President Jaimez presented, "Techniques to Address the SCFF Student Success Workload Measures," (see attached document) and Vice President of Fiscal Rob Diamond presented, "2018-19 Student Centered Funding Formula Simulation," (see attached document) to Senate. To minimize confusion, VP Diamond advised the Senate to review the first page. He stated that there will only be 2.71% increase guaranteed, which will be \$1.3M more that the college received from the previous year. The goal will be to increase workload schedules in order to be above state average. He predicted that CA governor will provide SCC with the same amount of funding mentioned above.
11.2 SCC Calendar for 2020-21 – LaNae Jaimez	President Jaimez stated that Marc Pandone represented Academic Senate at the Calendar Committee. The items discussed during the group's second meeting were: (a) a later start date of June 15 was agreed upon for Summer 2020, (b) the draft form of the 2020-2021 Calendar will have a start date for Fall 2020 on Monday August 17 <sup>th</sup> and with an end date of approximately Dec 19 <sup>th</sup> , last exam date, and (c) the proposed start of Spring 2021 first class will be Wednesday, January 20 <sup>th</sup> and Thursday May 27 <sup>th</sup> will be the last exam.
11.3 Outstanding Faculty Awards	The Senate had agreed to forward last year's winners of SCC Faculty awards to this recognition program. President Jaimez will reach out to last year's winners to confirm their interest.

11.4 Catalog Templates for Course Sequencing

Michael Wyly provide the senators, "Guided Pathway Updates." See attached document regarding: (a) catalog template for 2019-20, (b) course sequencing update, (c) campus survey, and (c) FlexCal sessions in January 2019.

11.5 Academic Senate Goals and Priorities 2018-19

Senator Robertson motioned to remove this topic from the agenda. It was seconded by Vice President Scott. The motion passed unanimously. This topic will be discussed during January 10, 2019 Academic Senate meeting.

11.6 Open Educational Resources (OER)

Katherine Luce presented Open Educational Resources (OER) to Senate. She stated that one of the group's focus will be on how faculty can obtain zero cost textbook options. The following Senators volunteered to be part of this working group: Senator Ayala, Senator Purdie, Senator Beam, and Senator Taylor-Hill. Katherine Luce agreed to provide Senators an update during Spring 2019 senate meeting.

**12. Reports**

12.1 Academic Senate Account Update

Senator Duane, Academic Senate Secretary/Treasurer, informed Senate that as of November 2018 the committee's account balance was \$11,114.23 and currently receiving \$141 check from Accounting department per month. The Senate discussed the creation of a Senate sponsored scholarship. The committee had a discussion regarding how the funds were being utilized. President Jaimez will be distributing Senate's donation forms to faculty.

12.2 Academic Program Review

Ferdinanda Florence, Academic Program Review Coordinator, acknowledged Nick Cittadino's assistance as the new Counseling representative for the committee. She also expressed interest in including a "pop-up" window online when students withdraw from a class to obtain feedback. VP Williams will be working with IT department on how this could be achieved. She also shared her experience with the software eLumen. She informed the Senate of her previous experience with yearly updates without the online module. Lastly, she presented a proposal on how different programs could prepare their reports. President Jaimez requested that Ferdinanda Florence provided more information about the whole process in order for Senators to share this with their departments for feedback. This will be presented to Senate on January 28, 2019 for vote.

12.3 Student Success and Equity

Vice President Scott presented, "SESC Proposal 2018-19" (see attached document). He stated that he had a meeting with S/P Esposito-Noy, VP Williams, VP Diamond, Academic Senate President Jaimez, and Dean Hunt to discuss how the different proposals will be funded. All proposals were approved with the exception of items number a 10 (ISEPC) and 17 (Generation Now). He also stated that the Basic Skills Student Outcome Transformation funds will expire in June 2019.

	<p>During their last meeting, the Social Justice Taskforce discussed distributing 10 survey question to students during Spring 2019. This information will be regarding student’s experiences at SCC.</p>
<p>12.4 Assessment Committee</p>	<p>Amy Obegi, Assessment Committee Coordinator, referred Senators to the committee’s Mid-Year Goals and Self-Assessment (see attached document). She stated that there were still departments that had not entered their SLOs into CurricUNET. As a result, she will create a list of items that each department still needed to complete. This information will be forwarded to Deans. She will also include this information, as a reminder, on the next Assessment newsletter. She expressed her concerns regarding the new software eLumen, since the committee had been using CurricUNET and dedicated significant amount of time creating the Assessment module. Lastly, she announced that the committee will be looking for the next Assessment Coordinator.</p>
<p>12.5 Professional Development/FlexCal</p>	<p>President Jaimez requested the senate to review Professional Development/FlexCal update (see attached document).</p>
<p>12.6 Curriculum</p>	<p>Jim DeKloe, Curriculum Committee Coordinator, stated that the last committee meeting will be tomorrow. Since there were numerous proposals during this Fall semester, he urged everyone to submit Spring proposals in the timely manner. He expressed how proud he was of his committee’s hard work and success the last year and a half.</p>
<p><b>13. Other Committees</b></p>	
<p>13.1 First Year Experience</p>	<p>Melissa Reeve stated that her committee was one of the groups that will be funded by SESC. During the meeting on Wednesday, December 5, 2018, they will discuss the similar proposals and overlapping elements with the goal of not duplicating efforts. Next month, she will be working with Michael Wyly for FlexCal presentation. The drafted plan will be shared with Senate once available in Spring.</p>
<p>13.2 Guided Pathways Steering Committee –</p>	<p>This information was presented on item 11.4.</p>
<p><b>14. Upcoming Items and/or Action Reminder</b></p>	<p>14.1 Academic Program Review – Ferdinanda Florence (1st meeting of the month)  14.2 Student Success and Equity – Joshua Scott (1<sup>st</sup> meeting of the month)  14.3 Curriculum – Jim DeKloe (1<sup>st</sup> meeting of the month)  14.4 Assessment Committee – Amy Obegi (2<sup>nd</sup> meeting of the month)  14.5 Distance Education – Erica Beam (2<sup>nd</sup> meeting of the month)  14.6 Professional Development/FlexCal – Michelle Smith (2<sup>nd</sup> meeting of the month)  14.7 Guided Pathways Steering Committee – Michael Wyly</p>

14.8 First Year Experience – Melissa Reeve  
14.9 Hiring Priorities discussion

**15. Adjournment**

Vice President Scott motioned to adjourn the meeting. It was seconded by Senator Parrish. The meeting adjourned at 5:01pm.

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

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