



## ACADEMIC SENATE

### Adopted Minutes

January 9, 2020

Vallejo Center, Room 242

3:30 pm – 5:00 pm

<b>1. Call to Order</b>	Academic Senate President LaNae Jaimez called the meeting to order at 3:29 p.m.
<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> Andrew Wesley, Anthony Ayala, Cristina Young/Margherita Molnar, Erica Beam, Jose Cortes, Michelle Arce, Randy Robertson, Rebecca LaCount, Teri Brunner, Terri Pearson-Bloom, and Vitalis Enemmuo.</p> <p>Sheila Kaushal (Administrative Assistant)</p> <p><b>Ex Officio:</b> Andrew Wesley (Assessment Chair), Erica Beam (Distance Education Chair), Ferdinanda Florence (Academic Program Review Chair), Jim DeKloe (Curriculum/Tech Review Chair), and Josh Scott (Student Success and Equity Chair).</p> <p><b>Guests:</b> David Williams (Vice President of Academic Affairs) and Svetlana Podkolzina</p> <p><b>Absent:</b> Celia Esposito-Noy (Superintendent-President), Paul Hidy, Scott Parrish, and Michelle Smith (Professional Development/Flex Cal Chair).</p>
<b>3. Agenda Approval</b>	Senator Wesley motioned to approve the agenda of January 9, 2020. It was seconded by Senator Beam and to modify the remainder of Senate meeting dates to year 2020 instead of 2019. The motion was approved unanimously.
<b>4. Approval of Minutes</b>	Senator Wesley motioned to approve the minutes of December 2, 2019 and to modify the remainder of Senate meeting dates to year 2020 instead of 2019. It was seconded by Senator Pearson-Bloom.
<b>5. Comments from the Public</b>	<p>There were no comments from the public.</p> <p><i>Members of the public may address the Senate on any item within the Senate's purview that is not on the agenda. The Senate will not take</i></p>

*action on any issue raised during this section of the agenda since Senate action is limited to posted agenda items. At the Senate President's discretion, these matters may be referred to Senate Executive Board and/or placed on a future agenda. Speakers are asked to limit their comments to a maximum of three minutes.*

**6. AS President Update**

**6.1 Academic Senate Officers**

AS President Jaimez announced that Senator Pearson-Bloom will be resigning. The Schools of Liberal Arts and Health Science will identify faculty to serve as their Senators.

**6.2 Hiring Prioritization**

AS President Jaimez informed the Senators that 2020-2021 Hiring Prioritization will be discussed during the next meeting.

**6.3 Stanback-Stroud Diversity Award**

AS President Jaimez announced that ASCCC is accepting nominations for Stanback-Stroud Diversity award (see attached document). Senator Wesley, Distinguished Faculty Award Committee Chair, will review the nominations. An email will be sent to all faculty seeking nominations.

**6.4 Students' Preferred Name Change**

AS President Jaimez stated that a process for students to have their preferred first name on Canvas and Banner's printed rosters has been approved. VP David Williams clarified that these changes will not apply on transcripts; however, preferred names will be on diplomas. A link of the eForm will be shared with the Senate.

**6.5 Gender Neutral Bathroom**

Single stall bathrooms will become gender neutral bathrooms. Signage is being organized and this will be implemented as soon as possible.

**7. Superintendent-President Report**

S/P Celia Esposito-Noy was not able to attend this meeting.

**8. VP of Academic Affairs Report**

During the meeting, VP David Williams addressed inquiries regarding items 6.4, 10.3 and 11.2.

**9. Consent Agenda – Action Item**

There were no items on this section.

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

**10.1 Program Review Report Template**

The Senators reviewed, "Program Review Report" template (see attached document). Senator Ayala motioned to approve this document as presented. It was seconded by Senator LaCount. This document was approved unanimously.

10.2 Professional Development Funding Request Evaluation Rubric

AS President presented, "Professional Development Funding Request Evaluation" template (see attached document). The Senators provided their input and requested modifications to the updated rubric. This item will be added to the next Senate agenda as an Action Item.

10.3 SOAA (Scale of Adoption Assessment)

Michael Wyly, Guided Pathway Committee Coordinator, provided the Senators, "Scale of Adoption Assessment" (SOAA) (see attached document). AS Secretary/Treasurer At-Large Duane motioned to approve this document as presented. It was seconded by Senator Robertson. The motion was approved unanimously.

## 11. Information/Discussion Items

11.1 Professional Development Survey

AS President Jaimez presented, "Professional Development Survey" (see attached document). After reviewing this document, the Senators provided their feedback. This item will be under Action Item on the next Senate agenda.

11.2 Curriculum Committee Meeting Calendar Update for Spring 2020

Jim DeKloe, Curriculum/Tech Review Committee Coordinator, and Senator Duane presented, "Curriculum Committee Meeting Calendar Update for Spring 2020" (see attached document). They provided the following information: (a) the reasons for the calendar update, (b) the same calendar format will be utilized for next academic year, (c) a request for Senators to communicate this schedule update to their schools/departments, and (d) a reminder that January 30, 2020 is the deadline to submit updates for the next SCC catalog.

11.3 Academic Senate Goals/Priorities 2019-2020

AS President Jaimez and the Senators reviewed, "Academic Senate Goals/Priorities 2019-2020" (see attached document). The following items were discussed: (a) hiring priorities process will be further reviewed and a modified process selected will be discussed on the next Senate meeting on January 27, 2020, (b) AS President Jaimez and Rachel Purdie will be working on part-time faculty handbook and a draft will be presented to Senators during Spring 2020, (c) contact AS President Jaimez if interested to be part of Faculty Mentor program and the development of a job description, (d) General Education procedural changes will be developed by Jim DeKloe, Lisa Abbot, Curtiss Brown, and AS President Jaimez, (e) Equivalency process is in progress and will be presented to Senators this semester once finalized, (f) release time/job description Coordinators will be reviewed by the Senate, administration, and Union, and (g) a meeting for the Inmate Education Advisory Board is scheduled on January 24, 2020.

11.4 Senate Representation Discuss At-Large and Possible Representation for the Centers

This item will be discussed during the next Senate meeting on January 27, 2020.

**12. Reports**

There were no items on this section. Academic Senate committee reports will be included on the next Senate agenda.

**13. Other Committees**

There were no items on this section.

**14. Upcoming Items  
and/or Action  
Reminder**

- 14.1 Academic Program Review – Ferdinanda Florence (1<sup>st</sup> meeting of the month)
- 14.2 Student Success and Equity – Joshua Scott (1<sup>st</sup> meeting of the month)
- 14.3 Curriculum/Tech Review – Jim DeKloe (1<sup>st</sup> meeting of the month)
- 14.4 Assessment Committee – Andrew Wesley (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 (1<sup>st</sup> meeting of the month)
- 14.8 First Year Experience – Melissa Reeve (2<sup>nd</sup> meeting of the month)

**15. Adjournment**

Senator Wesley motioned to adjourn the meeting. It was seconded by Senator Ayala. The meeting adjourned at 4:50 pm.

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

January 27, 2020

February 3, 2020

February 24, 2020

March 2, 2020

March 16, 2020

April 13, 2020

April 20, 2020

May 4, 2020

May 11, 2020 (Tentative Meeting)

**Documents Reviewed**

1. Standback-Stroud Diversity Award
2. Program Review Report Template
3. Professional Development Funding Request Evaluation Rubric
4. Scale of Adoption Assessment (SOAA)
5. Professional Development Survey
6. Academic Senate Goals/Priorities 2019-2020