



## ACADEMIC SENATE

### Approved Minutes

January 27, 2020

Honeychurch Board Room, Building 600

3:00 pm – 5:00 pm

<b>1. Call to Order</b>	Academic Senate President LaNae Jaimez called the meeting to order at 3:05 pm.
<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, Erica Beam, Jose Cortes, Michelle Arce, Paul Hidy, Randy Robertson, Rebecca LaCount, Robin Sytsma, Scott Parrish, Teri Brunner, 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), and Josh Scott (Student Success and Equity Chair).</p> <p><b>Guests:</b> David Williams (Vice President of Academic Affairs) and Michael Reilly</p> <p><b>Absent:</b> Celia Esposito-Noy (Superintendent-President), Margherita Molnar, Jim DeKloe (Curriculum/Tech Review Chair), Michelle Smith (Professional Development/Flex Cal Chair), and Melissa Reeve (FYE Coordinator).</p>
<b>3. Agenda approval</b>	Academic Senate Vice President Josh Scott motioned to approve the agenda of January 27, 2020 with an update that item 10.2 will be moved under Information/Discussion Items. It was seconded by Senator Wesley. The agenda was approved unanimously.
<b>4. Approval of Minutes</b>	Senator Wesley motioned to approve the minutes of January 9, 2020 with an update regarding students' preferred name discussed under item 6.4. It was seconded by AS Vice President Scott. The motion was approved unanimously.
<b>5. Comments from the Public</b>	There were no comments from the public.

*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 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 Senator Robin Sytsma,  
School of Health Science

AS President Jaimez introduced Senator Robin Sytsma as the new Senator representing School of Health Science.

6.2 March 16, 2020  
Academic Senate Meeting  
at Science Building

Academic Senate meeting on March 16, 2020 will be held at the Science building.

6.3 Senate Officer List  
2018-2020

AS President Jaimez and AS Vice President Scott will be candidates for presidency and vice presidency for 2020-2022 academic year. Academic Senate Past President Michael Wyly will organize Senate election with the assistance of Research and Planning department. Senators are encouraged to provide their replacement information or/and school election updates by March 2020 (see attached document).

6.4 SCC Graduation May 21,  
2020

It was announced that SCC graduation will be held at Hollister Stadium on May 21, 2020 at 6:00 pm. A resolution will be presented to the Senators for approval by April 2020. The Senate discussed how graduation regalia might be obtained and a possibility of sending survey to faculty might assess their interest in graduation.

6.5 College Hour

The Senate had detailed discussions how to support SCC College Hour and students. AS President Jaimez, Vice President Scott, and Senator Beam agreed to schedule a meeting with Student 4 Equity (S4E) to discuss plans for College Hour.

6.6 ASCCC 2019 Spring  
Plenary April 16-18, 2020 at  
Oakland Marriott  
City Center (4 Senators)

AS President Jaimez announced the upcoming ASCCC Plenary, which will be held in Oakland Marriott City Center on April 16-20, 2020. Senator Beam, Senator Wesley, Senator LaCount, Senator Brunner, AS Vice President Scott, and Michael Wyly volunteered to attend this meeting. The final list of attendees will be announced as soon as possible.

6.7 Faculty Appreciation  
Support the Men/Women's  
Basketball Teams by  
Attending the Games at  
5:30 p.m. (Men) and 7:30

Senators were encouraged to attend SCC basketball games on January 29, 2020 to demonstrate support to the athletes and faculty who are recognized by the student athletes.

p.m. (Women) on January 29, 2020

6.8 SCC Academic Senate Vice President/Student Equity and Success Council Coordinator

Senator LaCount will be the interim SCC Academic Senate Vice President during Spring 2020.

6.9 Community Building Activity for the Word Cloud

AS President Jaimez presented, “Word Cloud Community Building Activities” result (see attached document). The Senators reviewed the results and discussed a potential barbeque celebration and card board picture of S/P Celia Esposito-Noy for pictures/selfies.

**7. Superintendent- President Report**

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

**8. VP of Academic Affairs Report**

VP David Williams provided updates regarding enrollment. He provided an updated regarding campaigns to increase enrollment rate. He encouraged faculty to obtain feedback from students who dropped from class. Lastly, he agreed to research how faculty can obtain information about students who dropped their class via Canvas.

**9. Consent Agenda – Action Item**

9.1 Counseling Peer Review Committee: Amy Dauffenbach, Marianne Flatland, Rebecca LaCount, Nick Cittadino, Jim Anderson, Marcie McDaniels, Candace Roe, Kimberly Coulter, Kamber Sta. Maria, and Priscilla Jones-Foster

Senator Wesley motioned to approve item 9.1. It was seconded by Senator Robertson. The motion passed unanimously.

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

10.1 Professional Development Funding Request Evaluation Rubric – LaNae Jaimez

The Senators reviewed, “PD Funding Request Evaluation Rubric” (see attached document). After further review, the Senators had detailed discussions and requested that “Extent of Benefit” and “Explicitness of Benefits” to be clarified. Michelle Smith, PD/FlexCal Coordinator will be provided with the Senate’s input. This topic will be added on the next Senate agenda as under Action Item.

**11. Information/Discussion Items**

11.1 Study Abroad	John Perez presented the Senators information about students' opportunity to study abroad. The following were discussed: (a) Who will pay for this excursion/class? (b) What is the Academic connection? (c) What will be the extent of faculty involvement, (d) a creation of policies and guidelines, (e) names of colleges who have similar program, (f) the risks and liabilities involved, (g) hybrid option, (h) part-time faculty not funded for this type program, and (i) not counted as credit. John Perez was requested to further research this program to address the Senate's concerns.
11.2 Academic Senate Budget	Academic Senate Secretary/Treasurer Erin Duane informed the Senators that the account balance is currently \$8,793.44 but not including checks that will be deposited in the near future. The Senate is receiving donation under \$200 per month. A donation form will be included on the next Senate meeting packet.
11.3 Hiring Priorities 2020-2021	The Senators discusses the "Hiring Priorities 2020-2021 AY" (see attached document. The Senate discussed the following: (a) calculation formula, (b) Counseling and Librarian are calculated by different criteria not FTEs, (c) importance of Qualitative versus Quantitative, and (d) whether school deans will present the applications or not. This will be further discussed during the Senate meeting February 24, 2020.
11.4 Senate Representation Discuss At-Large and Possible Representation for the Centers	AS President Jaimez presented, "Senate Election At-Large" (see attached document). This topic was also discussed under item 6.3.
11.5 Professional Development Survey	AS President Jaimez shared, "Professional Development Committee Survey" (see attached document). This document included updates provided by the Senators from the previous meeting.
<b>12. Reports</b>	
12.1 Assessment Committee	Senator Wesley, Assessment Coordinator, stated that their workshop during the Flex event was successful. Starting February, he will be attending division meetings to address their concerns and provide eLumen assistance.
12.2 Distance Education	Senator Beam, Distance Education Coordinator, did not provide an update as her committee meeting is scheduled to occur on February 20, 2020.
12.3 Professional Development/FlexCal	Professional Development Committee topics were discussed during items 10.1 and 11.5.
<b>13. Other Committees</b>	
13.1 First Year Experience	Melissa Reeve was not able to attend this meeting.

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

- 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)
- 14.9 Hiring Prioritization Process will be included on January 27, 2020 agenda.
- 14.10 Study Abroad by John Perez will be included on January 27, 2020 agenda.
- 14.11 Peer Review Pilot and Assessment
- 14.12 Program Discontinuance
- 14.13 Part-Time Faculty Outreach/Handbook
- 14.14 General Education Requirements Procedure Update – Jim DeKloe
- 14.15 Equivalency Process
- 14.16 Faculty Mentor Program
- 14.17 Social Justice and Equity To Be Determined by SESC – Josh Scott
- 14.18 Faculty Role in ASTC
- 14.19 Equity in Curriculum – Jim DeKloe
- 14.20 Review of Articulation Process – Curtiss Brown and David Williams
- 14.21 Review of Coordinators Job Description/Release Time – LaNae Jaimez and David Williams
- 14.22 AB705 Update
- 14.23 SOAR Update – Damany Fisher
- 14.24 SCC Academic Calendar 2021-2022 – Michelle Arce and Rebecca LaCount

**15. Adjournment**

Senator Wesley motioned to adjourn the meeting. It was seconded by Senator Robertson. The meeting adjourned at 5:01 pm.

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

- 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. Academic Senate Officer List
2. PD Funding Request Evaluation Rubric
3. Hiring Priorities 2020-2021 AY
4. Senate Election At-Large
5. Professional Development Committee Survey