



ACADEMIC SENATE

Approved Minutes

February 3, 2020

Honeychurch Board Room, Building 600

3:00 pm – 5:00 pm

1. Call to Order	Academic Senate President LaNae Jaimez called the meeting to order at 3:06 pm.
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: Anthony Ayala, Erica Beam, Michelle Arce, Paul Hidy, Randy Robertson, Rebecca LaCount, Robin Sytsma, and Scott Parrish.</p> <p>Sheila Kaushal (Administrative Assistant)</p> <p>Ex Officio: 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>Guests: David Williams (Vice President of Academic Affairs), Dean Neil Glines, Dean Maire Morinec, Melissa Reeve, and LaVonne Slaton.</p> <p>Absent: Celia Esposito-Noy (Superintendent-President), Andrew Wesley, Margherita Molnar, Jose Cortes, Teri Brunner, Vitalis Enemmuo, and Michelle Smith (Professional Development/Flex Cal Chair).</p>
3. Agenda Approval	Academic Senate Secretary/Treasurer At-Large Erin Duane motioned to approve the agenda of February 3, 2020 as presented. It was seconded by Senator Beam. The agenda was approved unanimously.
4. Approval of Minutes	Senator Beam motioned to approve the minutes of January 27, 2020 as presented. It was seconded by Senator Robertson. The motion was approved unanimously.
5. Comments from the Public	<p>There were no public comments.</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 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</i></p>

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 Faculty Leadership Institute June 18-20, 2020 at Marriott New Port Beach

AS President Jaimez informed the Senators of the upcoming Faculty Leadership conference scheduled on June 18-20, 2020 at New Port Beach. Based on availability of funds, two Senators could attend this conference.

6.2 Academic Senate Funding

AS President Jaimez requested Senators to present the Senate donation form (see attached document) at their next school meetings. Monetary donation is utilized to support Senate related activities such as Distinguished Faculty Award, Tenure Teas, 2019 Senate Leadership Scholarship, and etc.

6.3 Selfies With S/P Celia Esposito-Noy

AS President Jaimez announced that S/P Celia Esposito-Noy agreed to participate in “selfies with Celia Esposito-Noy” where she or her card board cut out will be visiting different SCC locations to take pictures with student/faculty/staff.

6.4 Student 4 Equity (S4E)

During Senator Beam and AS President Jaimez’s meeting with Student 4 Equity, the following topics were discussed: (a) a survey will be created by the students for Senator Beam to share feedback with students on Canvas, (b) a resolution had been approved by ASCC in support of this effort, and (c) S4E will plan activities for SCC 2020-2021 academic year. The Senate will encourage all faculty to attend and support the student led activities.

6.5 Mandatory Graduation Attendance

The Senate had detailed discussions regarding faculty’s attendance to SCC graduation. They reviewed the reasons behind low attendance rate of faculty during this event, cost involved when purchasing/renting regalia, and a possibility of sending a reminder to faculty clarifying that attendance to this event may qualify as Flex/Cal. VP David Williams will contact Thomas Trujillo to inquire about regalia rental cost.

6.6 Meeting With Curriculum Committee Chair Jim DeKloe

AS President Jaimez informed the Senators that she had a meeting with Curriculum Committee Chair Jim DeKloe to discuss a new Curriculum process for new courses and programs.

6.7 Safety Meeting

Senator Ayala volunteered to be part of the Safety committee. The Senators also discussed Cosmetology class hours in order for students to utilize their parking area during non-class hours rather than parking in the dark lots further away from buildings.

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 did not provide an update but addressed Senators concerns pertaining to items on the agenda.
9. Consent Agenda – Action Item	There were no items on this section.
10. Action Items, Including Items Removed from Consent	
10.1 Professional Development Funding Request Evaluation Rubric – LaNae Jaime	This item was removed from the agenda.
10.2 Senator At-Large	The Senators reviewed, “Senate Election At-Large” (see attached document). There were detailed discussions regarding: (a) expectations for these positions, (b) representation of minority positions, and (c) possible Senate representation for Vacaville Center, Vallejo Center, Travis Center, ASTC, Auto, Fire/Aero, and Inmate Education. There was no action taken and this item will be added in the future Senate agenda for further review.
10.3 Resolution 2.3.2020 SCC Graduation	AS President Jaimez presented, “Resolution 2.3.2020 SCC Graduation” (see attached document). Senator Ayala motioned to approve this document. It was seconded by AS Vice President Scott. The motion was approved unanimously.
11. Information/Discussion Items	
11.1 Stanback-Stroud Diversity and Distinguished Faculty Awards	Senator Wesley was not able to attend this meeting. This item will be added on the next Senate agenda.
11.2 Common Dashboard Data Points	AS President Jaimez and AS Past-President Wyly presented the following items for discussion: (a) <i>Strategic Plan Goal 4: Honor and empower students to gain meaningful employment/careers in their chosen field of study,</i> (b) <i>Objective 4.1: increase the number of students participating in internships and/or work experience opportunities, and (c) Objective 4.2: Connect SCC programs to local industries and businesses to increase employment opportunities.</i> The Senate discussed the possibility of identifying a common goal for faculty, staff, and administration to work towards. At this time, no goals were identified.

	Hot Topics will be sent to VP David Williams, who will then forward these electronic newsletters to campus community.
11.3 Peer Review Proposed Modification	AS President Jaimez presented, "Peer Review Proposed Modification" (see attached document). She stated that this suggestion/request (highlighted) originated during the bargaining process. VP David Williams informed the Senators that SCC Deans will be trained this semester to standardize this review. The Senate had detailed discussions regarding "what is informed dissent?" After further review, Senators agreed that this complex issue needs further review and discussion.
11.4 Review of Coordinators Job Description/Release Time	VP David Williams and AS President Jaimez provided the Senators updates pertaining to Coordinators job description and release time. They discussed the following: (a) proposal to modify release time, (b) updates to job descriptions, (c) time teaching vs. time coordinating, (e) possible results of decreased release time for coordinators, and (d) managerial oversight.
12. Reports	
12.1 Academic Program Review	Ferdinanda Florence, Academic Program Review Coordinator, provided the following updates: (a) the School of Health Sciences faculty have received a draft student survey and inclusion of questions pertaining to department will be added before the surveys are forwarded to Research and Planning department;(b) data from Research and Planning will be uploaded on eLumen module; (c) she will be meeting with Dean Lisa Neeley to review the Program Review abridged form; (d) she'll be working with AS President Jaimez regarding the Master Schedule for the two/six years review; and (e) she will be serving her fourth year the Coordinator of APR committee. When discussing whether to keep a Librarian as a voting or ex-officio member of APR, or whether to re-combine the Librarian/Counselor position, the Senate advised that this topic should be further reviewed and voted by the committee before presenting the result to Senators.
12.2 Student Equity and Success	AS Vice President and SSE Coordinator Josh Scott will be on parental leave and is in the process of recruiting a replacement. The committee is reviewing a process on how items discussed could be put into action effectively. During their last meeting, they decided to focus on "equity frame work and plans" at Vallejo Campus (i.e. Pathways, how students/parents student are functioning).
12.3 Curriculum/Tech Review	Jim DeKloe, Curriculum/Tech Review Chair, informed the Senators that the "Faculty and Representative workshops" where faculty could work with Lisa Abbott on changing curriculum in eLumen have proven to be very popular. Three meetings were scheduled so far faculty with their submission of updates of courses/program. The first Tech Review

committee meeting will occur tomorrow and Curriculum Committee is scheduled the following week.

13. Other Committees

13.1 Guided Pathways Steering Committee

AS Past President/Guided Pathway Coordinator Michael Wyly provided the following updates: (a) Scale of Adoption Assessment will be uploaded on Nova and will be submitted to the State by the end of the week, (b) April 24, 2020 will be Falcon Day, which will be devoted to high school outreach and will be organized by Sylvia Dorsey-Robinson, with the goal of enrolling students, who already completed application/FAFSA forms, at SCC, (c) they are working with Completion of Success group and the ideas discussed will be launched during Fall 2020, (d) the committee is in the process of reviewing ADT templates, (e) web templates are due today, February 5, 2020 and the goal is to create a webpage for each program, and (f) the next GP committee meeting is scheduled on February 7, 2020.

14. Upcoming Items and/or Action Reminder

- 14.1 Academic Program Review – Ferdinanda Florence (1st meeting of the month)
- 14.2 Student Success and Equity – Joshua Scott (1st meeting of the month)
- 14.3 Curriculum/Tech Review – Jim DeKloe (1st meeting of the month)
- 14.4 Assessment Committee – Andrew Wesley (2nd meeting of the month)
- 14.5 Distance Education – Erica Beam (2nd meeting of the month)
- 14.6 Professional Development/FlexCal – Michelle Smith (2nd meeting of the month)
- 14.7 Guided Pathways Steering Committee – Michael Wyly (1st meeting of the month)
- 14.8 First Year Experience – Melissa Reeve (2nd meeting of the month)
- 14.9 Peer Review Pilot and Assessment
- 14.10 Program Discontinuance
- 14.11 Part-Time Faculty Outreach/Handbook
- 14.12 General Education Requirements Procedure Update – Jim DeKloe
- 14.13 Equivalency Process
- 14.14 Faculty Mentor Program
- 14.15 Social Justice and Equity To Be Determined by SESC – Josh Scott
- 14.16 Faculty Role in ASTC
- 14.17 Equity in Curriculum – Jim DeKloe
- 14.18 Review of Articulation Process – Curtiss Brown and David Williams
- 14.19 AB705 Update
- 14.20 SOAR Update – Damany Fisher
- 14.21 SCC Academic Calendar 2021-2022

15. Adjournment

AS Vice President Scott motioned to adjourn the meeting. It was seconded by Senator Parrish. 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 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 Donation Form
2. Senate Election At-Large
3. Academic Senate Resolution
4. Peer Review Proposed Modification