



ACADEMIC SENATE

Approved Minutes

March 2, 2020

Honeychurch Board Room, Bldg. 600

3:00 pm – 5:00 pm

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| 1. Call to Order | Academic Senate President LaNae Jaimez called the meeting to order at 3:34 pm. |
| 2. Roll Call | <p>Academic Senate Officers: LaNae Jaimez (President), Rebecca LaCount (Acting Vice President), Erin Duane (Secretary/Treasurer, At-Large), and Michael Wyly (Past President/Ex-Officio).</p> <p>Academic Senate: Andrew Wesley, Anthony Ayala, Erica Beam, Jose Cortes, Margherita Molnar, Michael Reilly, Michelle Arce, Paul Hidy, Randy Robertson, Robin Sytsma, Scott Parrish, Teri Brunner, and Vitalis Enemmuo.</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 TBD (Student Success and Equity Chair).</p> <p>Guests: David Williams (Vice President of Academic Affairs).</p> <p>Absent: Celia Esposito-Noy (Superintendent-President), Michelle Arce, Randy Robertson, Robin Sytsma, Teri Brunner, Vitalis Enemmuo, and Michelle Smith (Professional Development/Flex Cal Chair).</p> |
| 3. Agenda Approval | Senator Parrish motioned to approve the agenda of March 2, 2020 as presented. It was seconded by Senator Wesley. The agenda was approved unanimously. |
| 4. Approval of Minutes | Senator Wesley motioned to approve the minutes of February 24, 2020 with an update of item number seven to clarify that recruitment was for Vice President of Student Services. It was seconded Academic Senate Secretary/Treasurer Duane. The motion was approved unanimously. |
| 5. Comments from the Public | 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 March 16, 2020

Academic Senate at Science Building Room 2703

AS President Jaimez reminded the Senators that the next meeting will be held at the Science building in room 2703. A revised Outlook invite will be sent, which will include meeting schedule.

6.2 Senators 2018-2020 Term

AS President Jaimez shared the current, "Senate Officer" list (see attached document) and encouraged Senators to provide their replacement information or if they will continue to serve to Academic Senate Office by the end of March 2020.

6.3 Senate Sub Committee Coordinators/Chair Last Meeting Discussion

A meeting was held on February 28, 2020 with AS President Jaimez and committee Coordinators/Chair to discuss hiring timeline and Master Schedule for Assessment, Program Review and Curriculum review. The positions for ASTC, Curriculum Chair, and Distance Education Coordinator will be posted soon. Ferdinanda Florence will continue to work as APR Coordinator until the end of Fall 2020 and Jim DeKloe will continue as Curriculum Committee Chair. Vice President of Academic Affairs will schedule a meeting with Coordinators to discuss release time.

AS President Jaimez confirmed that a variety of data (i.e. Student Success, fill rates, persistence, etc.) is available to faculty. AS President Jaimez will reach out to Michelle Smith, Professional Development/FlexCal Coordinator, for a session in the future SCC FlexCal to educate Coordinators and faculty on how to utilize this resource.

They also discussed "teaching remotely" in response to Corona virus. They reviewed prospect of creating online lectures for students, possibility of offering lecture via Zoom and close caption, and administrative support in this effort.

6.4 SCC Active Project List

AS President Jaimez presented, "Active Projects List" (see attached document) and reviewed items on this list.

6.5 Spring Efficiency

AS President Jaimez announced that SCC Spring efficiency rate is 420, which is a great increase in comparison with last Fall 2019 rate of 390.

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 under items 11.2 and 11.3.

9. Consent Agenda – Action Item

9.1 Vice President of Student Services Hiring Committee: Evangeline East, Ruth Fuller, LaNae Jaimez, and Kamber Sta. Maria.

Senator Wesley motioned to approve item 9.1. It was seconded by Senator Beam. The motion was approved unanimously.

10. Action Items, Including Items Removed from Consent

There were no items in this section.

11. Information/Discussion Items

11.1 “Welcome Day”

Isabel Anderson provided the Senators last year’s, “Welcome Day” handout. She shared the following updates: (a) last academic year’s Welcome Day videos and pictures will be posted online, (b) a survey is scheduled to be sent out for feedback after this year’s event, (c) the following giveaways were provided last year: two Chromebooks, SCC parking permits, and gift cards, (d) child care will be offered this year, (e) there will be a focus on distinctive students (student parents, LGBTQ, athletics, etc.), and (f) Welcome Day is scheduled on August 11, 2020.

11.2 Condensed Calendar

David Williams, VP of Academic Affairs, provided the Senators the following updates: (a) academic calendar committee is working on 2021-2022 calendar, (b) compressed calendar under discussion for the 2022-2023 academic year, (c) Research and Planning department will be working with this committee to obtain more information regarding impacts of compressed calendar, (d) a survey will be created/distributed to faculty, staff, and students to obtain their input, (e) different departments, such as Mathematics and Arts, have expressed their concerns regarding condensed calendar, (f) the committee discussed start dates for Fall 2022 and Spring 2023 semesters, and (g) the possibility not having mid-semester FlexCal activities once a compressed calendar is adopted.

11.3 College and Career Pathway (CCAP)

David Williams informed the Senators that College and Career Access Pathways (CCAP) agreement will allow SCC to offer college courses in high school. He will be communicating with high school districts, (i.e. charter/public schools), to create an acceptable district agreement,

which will involve numerous requirements and agreements. He also stated that this effort will increase enrollments, strengthen SCC's relationship with other schools, and will allow the college to obtain apportionment. Lastly, he stated that this program could potentially start by Spring 2021.

11.4 Senate Election Update

Academic Senate Past President/Ex-Officio Michael Wyly stated that an email will be sent out to all faculty regarding Senate election. The deadline for self-nomination will be on March 23, 2020.

11.5 Curriculum Update

Jim DeKloe, Curriculum/Tech Review Committee Chair, reported that the Legislative Analyst's report that formally examined the 15 Bachelor's degrees had a generally unfavorable tone. Some legislators had urged that this report be done in order to remove the program designation. He stated that according to this report the needs addressed by Bachelors programs could be accommodated in different way in many of the programs. He will be creating a draft that will support Bachelor's degrees in BIO Manufacturing Program offered by SCC and Mira Costa. He also discussed the effort of offering a Bachelor's degree started with a discussion of converting Nursing programs offered by community colleges and this idea was dropped due to political opposition by the California State University system. Michael Wyly recommended that a resolution be created and presented to the Senate to address this concern, which could then prompt the SCC Board to write another resolution.

Jim DeKloe informed the Senators that there will be 46 certificate that will be submitted to the Chancellor's office due to a technical change in their designation. Lisa Abbott and Jim DeKloe are working together to submit these.

He also asked for guidance from the Senate on behalf of the committee. While it is clear that a major change in the local GE should involve an extensive procedure, the question arose whether the Curriculum Committee should be empowered to make a minor change such as addition of a single class. This question was triggered by a recent proposal brought to the committee by the Business department (the question is: Should all changes, even minor ones, be vetted by all members of the campus?). Michael Wyly recommended procedures be created to address this concern, which will then be presented/approved by the Senate. Also, the Senate recommended to create an impact report and then consult with the colleagues, which needs to be captured in writing before presenting the procedural changes/updates to the Senate. There were detailed discussions regarding on what should be under Senate purview, course approval versus course approval as part of GE, and approval process between different disciplines.

Jim DeKloe shared that he will be updating Curriculum handbook.

11.6 Hiring Prioritization Process

AS President Jaimez requested that Senator Beam to do following: (a) create a draft for DE approval process (new online courses/modified online courses), which needs to be reviewed by her committee, (b) share this process with Curriculum Committee, and (c) add this item to the Senate agenda for approval.

Lastly, Jim DeKloe invited the Senators to attend the upcoming FlexCal at Vacaville Center on March 10, 2020 in Biotech laboratory.

Senator Wesley motioned to move item 11.6 to the next Senate meeting agenda on March 16, 2020. It was seconded by Senator Cortes. The motion was approved unanimously. AS President Jaimez asked the Senators to review the Qualitative and Quantitative Faculty Staffing Request forms (see attached documents) with the goal of finalizing this form by the end of the semester.

12. Reports

12.1 Academic Program Review

Ferdinanda Florence, Academic Program Review Coordinator shared that Lisa Neeley Dean of School of Applied Technology and Business, had reviewed the Abridged Program Review template and made modifications to the prompts and data needed. She also shared the following updates: (a) CTE two-year review will occur in the near future, (b) they are in process of finalizing a survey draft, which will be sent to faculty from the School of Social and Behavioral Sciences upon completion of the report-reviewing process, and (c) proposed change to committee representation to combined Library/Counseling position plus an additional At-Large position, and once finalized this will be added as an Action Item on the Senate agenda.

12.2 Student Equity and Success

AS President Jaimez informed the Senators that Dwayne Hunt, Dean of Student Services, will be leading the Student Equity and Success Council for the remainder of the Spring 2020 semester. Senator Cortes will be the liaison who will be responsible of providing the Senate updates.

12.3 Curriculum/Tech Review

Jim DeKloe, Curriculum/Tech Review Chair, provided updates under item 11.5.

13. Other Committees

13.1 Guided Pathways Steering Committee

Michael Wyly, Guided Pathway Committee Coordinator, stated that SOAA (Scale of Adoption Assessment), which was approved by the SCC Senators on January 2020, was submitted to Chancellors Office prior to its deadline. His provided the following updates: (a) a session will be scheduled to continue discussions about Completion of Success team during the next FlexCal in Vacaville Center on March 10, 2020 in room 215, (b) he will share comments from the Chancellor's Office in regard to Associate Degree of transfer version 2.0 to faculty, (c) the Chancellor's Office recommended a "5th semester," instead of 4

semester plan for students and a result a template will be created and will be included in Senate meeting agenda in the future, (d) department webpage input has been forwarded to Tom Gotcha, who will be creating a mock template and new websites will be available in two weeks, (f) in preparation of Falcon Day, he will be working with Melissa Reeve and Kristin Connor to create first semester templates for all students, which will be 9 units with option of bonus class/flexibility (12-13 units) and a similar approach will be drafted for programs/certificates.

Erica Beam stated that the joint committee of legislative audit will begin their investigation on Calbright College in July 2020 for duplication of programs, use of resources, etc.

Andrew Wesley announced that nomination for Distinguished Faculty was sent out last week with submission deadline of March 20, 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

Senator Wesley motioned to adjourn the meeting. It was seconded by Senator Reilly. The meeting adjourned at 5:10 pm.

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

March 16, 2020

April 13, 2020

April 20, 2020

May 4, 2020

May 11, 2020 (Tentative Meeting)

Documents Reviewed:

- Senate Officer List
- Active Projects List
- Welcome Day
- Qualitative and Quantitative Faculty Staffing Request