



ACADEMIC SENATE

Approved Minutes

May 4, 2020

Meeting via Zoom

3:00 pm – 5:00 pm

1. Call to Order	Academic Senate President LaNae Jaimez called the meeting to order at 3:03 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, Michael Reilly, Michelle Arce, Randy Robertson, 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), TBD (Student Success and Equity Chair), and Michelle Smith (Professional Development/Flex Cal Chair).</p> <p>Guests: Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), Rachel Purdie, Jim Long, and Sarah Barsness.</p> <p>Absent: Margherita Molnar, Paul Hidy, Teri Brunner, and Vitalis Enemmuo.</p>
3. Agenda Approval	Senator Wesley motioned to approve the agenda of May 4, 2020 as presented. It was seconded by Academic Senate Secretary/Treasurer Duane. The agenda was approved unanimously.
4. Approval of Minutes	Senator Ayala motioned to approve the minutes of April 20, 2020 as presented. It was seconded by Senator Wesley. The motion was approved unanimously.
5. Comments from the Public	There were no comments from the public. <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>

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 Introducing New Senators

AS President Jaimez expressed her appreciation and gratitude to Senator Molnar, Senator Young, Senator Parrish, and Curriculum/Tech Review Committee Chair Jim DeKloe for their devoted time and being part of SCC Academic Senate. She introduced Rachel Purdie, who will be an At-Large Senator for the next two academic years, and James Long, who will be representing the School of Mathematics and Science the next academic year. She also acknowledged Sarah Barsness, who will be the Curriculum/Tech Review Committee Chair starting fall of 2020.

6.2 2020 Leadership Conference: Rebecca LaCount and Anthony Ayala

Senator LaCount and Senator Ayala will be attending the upcoming 2020 Faculty Leadership Institute virtual conference in June 17th-19th, 2020.

6.3 2020-2021 Academic Senate and Committee Calendars

AS President Jaimez shared the Senate's meeting calendar for 2021-2022 academic year (see attached document). The meeting calendars for Senate committees (i.e. APR, Assessment, CC/TR, DE, SESC, and PD/Flex Cal) will be presented in August 2020 meeting. The first Senate meeting will be on August 13, 2020 and faculty will be informed whether this will be an in-person meeting or occur via Zoom.

6.4 Virtual Faculty Happy Hour

AS President Jaimez announced that the Virtual Faculty Happy Hour was successful and more than twenty faculties attended the meeting. Another online gathering will be scheduled before the end of the semester.

6.5 Faculty Update

AS President Jaimez stated that, there had been request from the Union to administration regarding inclusion of faculties in planning for Fall 2020. A planning group is being assembled, if interested, contact AS President Jaimez.

6.5 Tenure Tea/Distinguished Faculty Celebration

Tenure Tea/Distinguished Faculty lunch celebration will occur in August 13, 2020 from 12 pm to 1 pm.

7. Superintendent-President Report

S/P Celia Esposito-Noy provided the following updates: (a) she expressed her appreciation to all faculties for their transition efforts this semester, (b) she announced that Dr. Shannon Cooper will be recommended as SCC Vice President of Student Services (pending board approval on May 6, 2020) and will start on June 1, 2020, (c) registration started last week and will provide summer and fall

enrollment updates by Friday, May 1, 2020, (d) a committee will be created, which will include Deans and faculty to discuss possible situations/recommendations (i.e. online sessions, hybrid sessions) during Fall 2020, and (e) encouraged Senators to create a 5 minute video by May 1, 2020 for SCC 2020 virtual graduation ceremony occurring on May 21, 2020 at 6 pm.

8. VP of Academic Affairs Report

VP David Williams announced the following: (a) robust enrollment for summer and fall, (b) reminded Senators of MOU from the Union/online training, (c) planning committee for fall 2020 with the goal of obtaining input from Deans and faculty, and (d) an end-of-the-semester memo will be sent out to faculty (i.e. synchronous final).

9. Consent Agenda – Action Item

There were no items in this section.

10. Action Items, Including Items Removed from Consent

10.1 BP/AP 6208 General Education Waiver for Bachelor’s Degree

AS President Jaimez presented, “BP/AP 6208 General Education Waiver for Bachelor’s Degree” (see attached document). This document was drafted and included input from Senator LaCount (Counseling) and Dean Alysa Borelli (Admissions and Record). VP David Williams explained what prompted creation of this policy/procedure. Senator Wesley motioned to approve item 10.1 as presented. It was seconded by AS Acting Vice President LaCount. This item was approved unanimously.

10.2 Faculty/Canvas

AS President Jaimez explained that this topic was added under Action Item as faculties suggested/discussed using Canvas during fall semester to enter grades and syllabus. The Senate discussed the benefits of having this type of online arrangement for faculties. Senator Beam motioned that the Senate encourage faculty to utilize Canvas/current MLS for course communication, grades, and syllabus information. It was seconded by Senator Arce. The motion was approved unanimously.

10.3 Automatic Conversion of “F” to “EW” (Excused Withdrawal)

Senator Wesley motioned to approve automatic conversion of “F” to “EW” and in the event that letter grade of “D” could not be transferred, students will have the option to request an “EW.” It was seconded by AS Secretary/Treasurer Duane. The motion passed unanimously.

11. Information/Discussion Items

11.1 2019-2020 Distinguished Faculty Announcement

Senator Wesley announce 2019-2020 Distinguished Faculty winners: Marianne Flatland from Counseling discipline (full-time) and Tony Zitko

	from Political Science discipline (part-time). This information will be included on Senate Hot Topics.
11.2 Lunch Celebration for Tenure Tea/Distinguish Faculty/Resolution	A Senate Resolution to acknowledge faculties/employees will be included in the agenda of August 13, 2020 meeting. AS President Jaimez announced the faculty to be tenured list, which will be included in the SCC board agenda in June 2020 for approval.
11.3 Automatic Conversion of "F" to "EW" (Excused Withdrawal)	The Senate had detailed discussions regarding: (a) whether "F" should be automatically converted to "EW" and the process involved, (b) faculty request/purview, (c) student options, (d) "D" could be considered passing grades in some classes/transferrable (i.e. CSU GE), (e) blanket information on Canvas, and (f) time frame/process. AS Secretary/Treasurer Duane motioned to move item 11.3 Automatic Conversation for "F" to "EW" as an Action Item. It was seconded by Senator Beam. The motion passed unanimously.
11.4 2021-2022 SCC Academic Calendar Update	VP David Williams informed the Senate that 2021-2022 SCC Academic calendar was forwarded to Human Resources. The following updates were provided: (a) SCC will be moving to 8 to 6-week summer session, (b) 9-week summer session was removed due to technical and high school communication issues, (c) fall and spring will start a week(s) later, (d) alignment of SCC spring break with Fairfield-Suisun School District, and (e) this committee will be considering compressed calendar (17- ½ week semester to 16 ½ week semester) in the future, surveys will be sent to faculty and employees for feedback, and once finalized this proposal will need board approval.
11.5 Academic Senate Priorities for 2019-2020	AS President Jaimez provided the Senate priorities update (see attached document).
12. Reports	
12.1 Academic Program Review	Ferdinanda Florence, APR Coordinator, provided the committee's year-end evaluation report (see attached document).
12.2 Curriculum/Tech Review	Curriculum/Tech Review Chair Jim DeKloe provided the committee's year-end evaluation report (see attached document).
12.3 Assessment	Assessment Coordinator/Senator Wesley provided the committee's year-end evaluation report (see attached document).
12.4 Distance Education	DE Coordinator/Senator Beam provided the Senator's committee updates (see attached document).
12.5 Professional Development/Flex Cal	Michelle Smith, PD/Flex Cal Coordinator, provided the committee's year-end evaluation report (see attached document).

13. Other Committees

13.1 Guided Pathway Steering Committee

Michael Wyly provide the following updates: (a) the committee will be finalizing ADT templates version 2.0 in preparation for next year's catalog, (b) resources will be posted in digital format for Counselors, (c) continuing to get web presence for all departments, (d) in the future, one of the committee's goal will be to capture work completed the past two years (i.e. Curriculum), and (e) a newsletter will be sent to faculties this week, which will include next academic year's meeting dates.

13.2 First Year Experience

Melissa Reeve, FT3 Coordinator, was not able to attend this meeting but provided the following update: *"In Coordination with the offices of Academic Support Services and Academic Affairs, we have made the difficult decision to cancel the Fall 2020 cohorts of FT3, and to place the program on indefinite hold until the District is in a better position to assess the availability of funding. Program Coordinator Melissa Reeve would like to express her gratitude to the many faculties who have participated in this program through its conception and pilot year, as well as those who were assigned to next Fall's cohorts, several of whom have reached out to express their eagerness to be included when the program comes back. We helped a lot of first-time college students this year, and we also learned a lot about their needs. We remain hopeful that once things stabilize, we can put these lessons to work to build a larger and stronger program in support of student success."*

14. Upcoming Items and/or Action Reminder

There were no items in this section.

15. Adjournment

AS Secretary/Treasurer Duane motioned to adjourn the meeting. It was seconded by Senator Wesley. The meeting adjourned at 5:01 pm.

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

May 11, 2020 (Tentative Meeting)

Documents Reviewed:

1. Academic Senate Meeting Calendar 2020-2021
2. BP/AP 6208 General Education Waiver for Bachelor's Degree
3. Academic Senate Priorities for 2019-2020
4. Academic Program Review Committee Goals and Self-Assessment
5. Curriculum Committee Goals and Self-Assessment
6. Assessment Committee Goals and Self-Assessment
7. Distance Education Update
8. Professional Development/Flex Cal Committee Goals and Self-Assessment