



## ACADEMIC SENATE

### Approved Minutes

September 23, 2019

Honeychurch Boardroom - Building 600

3:00 pm – 5:00 pm

1. Call to order	Academic Senate President LaNae Jaimez called the meeting to order at 3:01 pm.
2. Roll Call	<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, Rusty Mayes, Scott Parrish, Teri Brunner, and Tracy Schneider.</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), Erin Duane (Curriculum/Tech Review Chair), and Josh Scott (Student Success and Equity Chair)</p> <p><b>Guests:</b> Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), Rob Diamond (Vice President of Finance &amp; Administration), and Janene Whitesell.</p> <p><b>Absent:</b> Terri Pearson-Bloom, Vitalis Enemmuo, and Michelle Smith (Professional Development/Flex Cal Chair).</p>
3. Agenda approval	Senator Wesley motioned to approve the agenda of September 23, 2019 as presented. It was seconded by Senator Young. The agenda was approved unanimously.
4. Approval of Minutes	Senator Mayes motioned to approve the minutes of September 9, 2019 as presented. It was seconded by Senator Schneider. The motion passed unanimously.
5. 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 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>

*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 Joint Meeting with Deans on November 25, 2019

AS President Jaimez confirmed that Senate's joint meeting with SCC Deans will be on November 25, 2019. She stated that the task force (LaNae Jaimez, Michael Wyly, Josh Scott, Erin Duane, Erica Beam, and Heather Watson-Perez) will review/modify the process to protect integrity of peer review, faculty who leave SCC before acquiring tenure, ranking by deans, and to be subjective/objective. This will be presented to Senators at the next meeting.

6.2 Professional Development Funding Request Evaluation Rubric Form

AS President Jaimez informed the Senators that PD/Flex Cal committee as an approval process for Professional Development funds, which involves all members. The PDFC committee and Student Equity and Success Council are subcommittees of the Senate and include a broader college-wide constituent component. The Senate will continue to discuss how to best keep all matters (10+1) under faculty purview. She also presented the rubric form, approved by the Senate, which PD/Flex Cal committee is currently utilizing.

6.3 Hayward Award

2019 SCC Distinguished Faculty recipients Josh Scott and Maura Rabbette will be qualified to submit applications for Hayward Award, which is due on December 13, 2019 by 5:00 pm.

6.4 Subcommittee Updated Regarding Master Schedule

AS President Jaimez had a meeting with Senate subcommittee chairs to update a master schedule and to reflect modifications on Assessment and Curriculum committees. Once finalized, this will be presented to Senators for review. They also discussed standardizing terms and selection of representatives from schools and the advantage of two-year-term. Senator Beam has agreed to make a comprehensive calendar with meeting dates/time for all Senate subcommittees.

## **7. Superintendent-President Report**

S/P Celia Esposito-Noy provided the Senate the following updates regarding FON (Faculty Obligation Number), transportation, Fiscal Advisory committee goals, TRIO MESA and ASTC, Foster Youth, Title 9 Compliance, annual notices, and Student Discipline.

S/P Esposito-Noy stated that by state compliance FTEs need to be at 115.8 and SCC's FTEs is at 141.8. VP Diamond discussed FON and the number of FTEs that the college generates affect the number of full-time faculty. The FTE rating for Summer of 2018 had fluctuated in comparison to Summer of 2019.

S/P Celia Esposito-Noy discussed transportation issues with AS President Jaimez, AS Vice President Josh Scott, and Dean Shirley Lewis. SCC website had been modified with updated information. VP Diamond provided the Senators with SolTrans updates. Students had voted to

pay up to \$10 per semester for bus transportation pass, which will generate an estimated \$150,000 of student fees per year. He also provided the following updates: (a) commuter bus drops off students at Kaiser Way instead of in front of SCC, (b) SolTrans discontinued service from Vallejo out of their city boundaries and in replacement they are offering five dollar LYFT fee, and (c) students with disabilities can obtain information regarding pre-paid LYFT tickets from DSP department. VP Diamond provided the Senators with SolTrans updates. Students had voted to pay up to \$10 per semester for bus transportation pass, which will generate an estimated \$150,000 of student fees per year. He also provided the following updates: (a) commuter bus drops off students at Kaiser Way instead of in front of SCC, (b) SolTrans discontinued paratransit service from Vallejo out of their city boundaries and in replacement they are offering five dollar LYFT fee, and (c) students with disabilities can obtain more information from DSP department regarding pre-paid LYFT tickets. S/P Esposito-Noy informed the Senate that Ed Code 76361 specifically prohibits for shuttle services either on campus or between campuses. S/P Esposito-Noy stated that TRIO and MESA received federal grants which ended during the fourth year due to numerous issues such as, funding only covers two staff and overlap funding between these two programs is not allowed. Also, she clarified that services offered by MESA, which is funded by the state, will continue to be part of ASTC. Federal grant requirements are challenging to adhere to and exclusionary to SCC students. S/P Esposito-Noy clarified that Antoinette Troupe-Gardner, who organized Foster Youth SES funded program, has returned to Financial Aid full time to process applications. There are two individuals who expressed interest in providing support with Foster Youth. S/P Esposito-Noy provided the Senators the following additional updates: (a) Title 9 compliance will be organized by Chor Thao, (b) Annual Notice will be released for the first time to all employees, (c) Dwayne Hunt and Sylvia Dorsey-Robinson (Consultant for Student Services) have organized a workshop focusing on Student Discipline, (d) Alysa Borelli will communicate FERPA information soon, (e) Maria Isip-Bautista will be organizing workshops focused on mandated reporting pertaining to child and elder abuse, and (f) she announced that Lt. Brian Travis will be retiring.

**8. VP of Academic Affairs Report**

David Williams was not be able to attend this meeting.

**9. Consent Agenda – Action Item**

9.1 Counseling Peer Reviewer: Marianne Flatland, Amy Dauffenbach,

Senator Wesley motioned to approve items 9.1, 9.2, and 9.3. It was seconded by Senator Beam. The motion was approved unanimously.

Rebecca LaCount, Marcie Daniels, Candace Roe, Nick Cittadino, and Kimberly Coulter,

9.2 Vacaville Center Peer Reviewer: Kevin Anderson, Laura Maghoney, John Urrutia, Kevin Spoelstra, Rusty Mayes, and Brian Preciado.

9.3 Horticulture Adjunct Hiring Committee: Sandra Diehl

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

10.1 AP/BP 5110 Academic Renewal: Adding “ Without Course Repetition” To The Title

Senator Wesley motioned to approve title modification of AP/BP 5110. It was seconded by Senator LaCount. The motion passed unanimously.

## **11. Information/Discussion Items**

11.1 Updates: (a) Retiree Medical, (b) Possible Move of Funds to Pay for CalPERS and STRS for Future Rate Increases, and (c) Exploration of Changing Health Care Plan Providers

Rob Diamond, Vice President of Finance & Administration, provided the Senators updates regarding retiree medical, possible move of funds to pay for CalPERS/STRS for future rate increase, and exploration of changing health care plan providers. He informed the Senators that SCC has allocated a certain amount to cover medical insurance for future retiree. As of June 2017, the amount reserved was 21%. The percentage increased to 31% by June 2019 the Board voluntarily assigned an additional funding 27% under an irrevocable trust. As of September 2019, 58% of the trust has been funded. He also shared his input in comparing benefits that CalPERS could offer versus US Bank pertaining to minimizing fees and amount of each bargaining unit. Secondly, VP Diamond stated that the state provided SCC with \$4.2M for future rate increases. This year the state paid part of the rate increases, which is beyond of PROP 98 funding. He clarified that, at this time, this is a district control funds which the Board could reassign. He discussed the benefits of transferring these funds to an irrevocable trust, which will only be assigned to CalPERS and STRS. Lastly, he stated the Fiscal committee will further discuss exploring a health plan transfer to from CalPERS to Joint Power’s Authority. He explained that there is a possibility that this will lower the co-payments with better benefits at a lower cost. During their next meeting, they will discuss timeline/deadlines and review plans (i.e. rates, HMO, PPO). He specified that each collective bargaining group will have an equal voice and do not have to impose any modifications.

11.2 Safe Campus Discussion

Previous SCC Academic Senator, Janene Whitesell, shared her concerns regarding campus safety based on her personal/student experience. After research, she concluded that SCC does not have a published protocol on how to address safety concerns/issues. She recommended creating a task force to address this with a goal of educating and preparing faculty/staff when a similar situation occurs. The Senators had lengthy and detailed discussions regarding students/faculty safety and FERPA policies. Scott Parrish, Erica Beam, Rusty Mayes, Tony Ayala, Janene Whitesell, and AS President Jaimez volunteered to be part of this task force.

11.3 Vallejo Center Support As Part of 11/4 Resolution

AS President Jaimez, AS Vice President Scott, and Senator Schneider will be writing a resolution draft in support of the Board's resolution expunging the record of two student suspended. The Senators also discussed offering more classes, transportation options, increase ASTC hours, and exploring the possibility of offering afternoon/evening child care in support of the Vallejo Center.

**12. Reports**

12.1 Academic Program Review

Program Review Coordinator Ferdinanda Florence provided the Senate the committee's goals and self-assessment (see attached document).

12.2 Assessment Committee

Assessment Coordinator Andrew Wesley provided the Senate the committee's goals and self-assessment (see attached document).

12.3 Distance Education

Distance Education Coordinator Erica Beam informed the Senators that she had discussions with VP Williams regarding the proposed DE addendum. She explained the difference between hybrid courses versus online courses. The Senators discussed how to address a situation where faculty will request students to submit items online when the course is neither hybrid nor online course. The committee will offer more trainings and an Equity for online classes/courses.

12.4 Professional Development/FlexCal

PD/ Flex Cal Coordinator Michelle smith was not able to attend this meeting but provided the Senate the committee's goals and self-assessment (see attached document).

**13. Other Committees**

13.1 First Year Experience

Melissa Reeve informed the Senate how students in the pilotFT3 cohorts are performing and supports they've requested. She shared the survey results: (a) half of the students responded, (b) 80% requested assistance to address their concerns, which include struggles in specific courses, (c) she will be working with ASTC to form study groups, and (d) Counselor Rodriguez will continue to assist this committee; she will work with each student and scheduled workshops during Spring 2020 (see attached document).

**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 (1<sup>st</sup> meeting of the month)
- 14.3 Curriculum/Tech Review – Erin Duane (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 second by Senator Parrish. The meeting was adjourned at 5:02 pm.

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

- October 7, 2019
- October 21, 2019
- October 28, 2019 (Special Meeting: Hiring Priorities)
- November 4, 2019
- November 18, 2019
- November 25, 2019 (Tentative Meeting)
- December 2, 2019
- December 9, 2019 (Tentative Meeting)
- January 9, 2020
- 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. Academic Program Review Committee Goals and Self-Assessment
2. Assessment Committee Goals and Self-Assessment
3. Professional Development and Flex-Cal Goals and Self-Assessment
4. First Year Experience Student Survey