



## ACADEMIC SENATE

### Approved Minutes

October 7, 2019

Honeychurch Board Room - Building 600

3:00 pm – 5:00 pm

<b>1. Call to order</b>	Academic Senate President Jaimez called the meeting to order at 3:02 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> Cristina Young/Margherita Molnar , Erica Beam, Jose Cortes, Michelle Arce, Randy Robertson, Rebecca LaCount, Rusty Mayes, Teri Brunner, Terri Pearson-Bloom, 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), Erin Duane (Curriculum Chair), Josh Scott (Student Success and Equity Chair), and Michelle Smith (Professional Development/Flex Cal Chair).</p> <p><b>Guests:</b> David Williams (Vice President of Academic Affairs), Lt. Brian Travis, Marie Curry, SCC students, and Svetlana Podkolzina.</p> <p><b>Absent:</b> Celia Esposito-Noy (Superintendent-President), Andrew Wesley, Anthony Ayala, Scott Parrish, and Tracy Schneider.</p>
<b>3. Agenda approval</b>	Senator Beam motioned to approve the agenda of October 7, 2019 as presented. It was seconded by Senator LaCount. The agenda was approved unanimously.
<b>4. Approval of Minutes</b>	Senator Young motioned to approve the minutes of September 23, 2019. It was seconded by Senator Beam. The motioned was approved unanimously.
<b>5. Comments from the Public</b>	<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 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.</i>

	<p>Marie Curry stated that she was not aware of SCC Academic Senate and recommended more visibility and accessibility to students.</p> <p>Senator Beam shared student inquiries/suggestions and Counseling experience (see attached documents) with the Senators.</p>
<b>6. AS President Update</b>	
6.1 Area B Meeting on October 11, 2019 at Honeychurch Board Room	AS President Jaimez invited the Senators to attend this Friday's Area B meeting. There were forty attendees who signed up. She clarified that faculty could attend the morning or afternoon meeting.
6.2 Resolutions	AS President Jaimez stated that Resolutions for 2019 Fall Plenary have been released and will be forwarded to Senators via email. Any input should be forward to her ASAP. ASCCC resolutions will be discussed at the next SCC Senate meeting to guide AS President Jaimez's vote at Plenary.
6.3 Exemplary Program Award Due November 4, 2019	The Senators were provided handouts pertaining to "Exemplary Program Award," (see attached documents), where each college may nominate one program. They discussed possible SCC programs that would qualify for the award. A task force (AS Vice President Josh Scott, Senator Beam, Senator Wesley and Dean Dwayne Hunt) was created to evaluate and select a program to nominate. A complete application must be submitted to ASCCC by November 4, 2019 by 5 pm.
6.4 Hayward Award	2018-19 SCC Distinguished Faculty award winners, Josh Scott and Maura Rabbette, will be submitting applications for 2020 Hayward award. A complete application must be submitted to ASCCC by December 13, 2019 by 5 pm.
6.5 Safety Committee	AS President Jaimez informed the Senators that S/P Esposito – Noy will be meeting with SCC Vacaville staff, Senate Campus Safety Task Force, and Lt. Travis/Lt. Collins regarding the college's faculty safety concerns.
6.6 Hiring Two Deans	SCC will be hiring two Deans for the schools of Health Sciences and Applied Technology and Business. An email has been sent out soliciting faculty participation on these two hiring committees.
<b>7. Superintendent-President Report</b>	S/P Celia Esposito-Noy was not able to attend this meeting.
<b>8. VP of Academic Affairs Report</b>	VP David Williams did not provide an update.
<b>9. Consent Agenda – Action Item</b>	There were no items on this section.

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

10.1 Curriculum Committee Proposal to Change Selection Process for Curriculum Chair From an Appointment to a Hiring Process

The Senators had detailed discussions regarding Curriculum Committee Chair’s hiring process, job description, and selection process for accountability purposes. The Senators recommended that the committee as a whole further discuss this selection process and make a recommendation. The Senate also addressed the hiring for Articulation Officer position (assignment expires on May 2020), Distance Education Coordinator (assignment expires on May 2020), and Academic Program Review (assignment expires on December 2019).

10.2 Hiring Prioritization Process Form

The Senators reviewed the “Hiring Prioritization Process” (see attached documents) and evaluated the process involved, diversity, equity gaps, prioritization, and timeline/due dates. AS Vice President Scott motioned to approve this form as a “pilot” process with further discussion at the next AS meeting regarding the quantitative data. It was seconded by Senator Pearson-Bloom. The motion was approved unanimously.

**11. Information/Discussion Items**

11.1 Campus Closure Protocol

Lt. Brian Travis provided the Senators, “SCC District Emergency Operation Plan” (see attached document). He informed the Senate of a potential PG&E power outage starting October 9, 2019, which could last for 36 hours. They discussed recommendations regarding air quality index and possible protocol for student athletes.

11.2 BSU Resolution

This item will be included on the next Senate agenda.

**12. Reports**

12.1 Academic Program Review – Ferdinanda Florence (5 minutes)

12.2 Curriculum/Tech Review – Erin Duane (5 minutes)

12.3 Student Success and Equity – Joshua Scott (5 minutes)

Due to lack of time, items 12.1, 12.2, and 12.3 will be discussed during the next Senate meeting.

**13. Other Committees**

Guided Pathways Steering Committee

Michael Wyly requested the Senators to review Guided Pathways, “Summary of Work to Date and Immediate Plans” (see attached document) and forward any inquiries to him via email.

**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 – 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**

AS Vice President Scott motioned to adjourn the meeting. It was seconded by Jose Cortes. The meeting was adjourned at 5:01 p.m.

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

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. SCC Student Inquiries/Suggestions and Counseling Experience
2. Exemplary Award 2019-20
3. Hiring Prioritization Process
4. SCC District Emergency Operation Plan