



ACADEMIC SENATE

Approved Minutes

November 18, 2019

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 3:01 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: Andrew Wesley, Anthony Ayala, Cristina Young/Margherita Molnar, Erica Beam, Jose Cortes, Michelle Arce, Paul Hidy, Randy Robertson, Rebecca LaCount, Scott Parrish, Teri Brunner, Terri Pearson-Bloom, Tracy Schneider, 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), Erin Duane (Interim Curriculum/Tech Review Chair), and Josh Scott (Student Success and Equity Chair).</p> <p>Guests: Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), Lloyd Nadal (STA Division Manager), Amy Antunano (STA Call Center Program Coordinator), Brandon Thomson (STA Mobility Coordinator), Will Martindale (SCC Student), Ana Ramos (SCC Student), Elsy Ramirez (SCC Student), and Sarah Hurley (SCC Student).</p> <p>Absent: Scott Parish, Melissa Reeve (FTE Coordinator), and Michelle Smith (Professional Development/Flex Cal Chair).</p>
3. Agenda approval	Senator Schneider motioned to approve the agenda of November 18, 2019 with the addition of Rebecca LaCount as a member of CEA committee under item 9.2. It was seconded by Senator Wesley. The motion was approved unanimously.
4. Approval of Minutes	Senator Wesley motioned to approve the minutes of November 4, 2019 as presented. It was seconded by Senator Brunner. 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 ASCCC 2019 Fall Plenary Update

AS President Jaimez stated that the Plenary conference was informative and very beneficial. An adopted version of the 54th Fall Resolution had been provided to Senators via email. Also, relevant resolution(s) will be provided to individual Senator(s) by the end of the semester. Senator LaCount, Senator Wesley, and Past President/Ex-Officio Wyly shared their input of this conference: (a) sessions were informative and relevant to SCC needs, (b) it was an opportunity to learn how things work at the state level, (c) the conference provided new information to meeting attendees, and (d) it was designed to be participatory. The next Spring Plenary Session will be held in Oakland Marriott City Center and four Senators will be attending this conference. If interested, please contact AS President Jaimez.

6.2 November 25, 2019 Senate Meeting Process Reminder

The Senators discussed the following: (a) the new hiring process, (b) clarifications regarding Astronomy and Mathematics, (c) part-time availability, (d) the current rubric will be reviewed/modified next semester, (e) SCC Deans will be present during the meeting but Senate inquiries will be addressed by VP David Williams, and (f) the meeting will start at 3:30 pm.

6.3 Distinguished Faculty Selection Committee

The nominations for 2020 Distinguished Faculty award will be accepted early next year. The current committee members are Senator Wesley, Senator LaCount, AS Vice President Scott, and Maura Rabbette. Senator Wesley will send an email to faculty to invite them to be part of this committee. Michael Wyly clarified that committee members will not have the opportunity to nominate faculty.

6.4 Announce Senate Student Leadership Scholarship

AS President Jaimez announced that Nathan Nevins received this year's Senate Student Leadership Scholarship. It was a competitive process with several applicants for the scholarship.

6.5 Senate After Dark

AS President Jaimez invited Senators to attend, "Senate After Dark," and a Doodle invite will be sent via email to determine the exact date and time for this celebration.

6.6 Better World Book Drive

AS President distributed, "Better World Book Drive," flyers. She encouraged Senators to participate as funds raised by this group will help PTK members to attend an upcoming conference.

**7. Superintendent-
President Report**

S/P Celia Esposito-Noy informed the Senate that previous ASTC Coordinator Maria Bautista is no longer an employee of SCC. She also shared an update regarding Tutor Training course for the remainder of the Fall semester. She would like Senate recommendations for the Spring semester. The Senate recommended to release open Coordinator positions at the same time for clarity and consistency purposes.

A Safety Committee meeting will be held on December 6, 2019. She informed the Senate that Lt. Collins will create a proposed safety plan, which will start with basic drills such as fire drills. Once a schedule is finalized, this will be shared to the Senators.

S/P Celia Esposito-Noy shared the following: (a) there are more than 2200 SCC students who owe \$200 as of Fall 2019, (b) average of 1.5 million dollars of uncollected student fees, (c) registration starts on November 18, 2019, (d) students need to contact Financial office if they are not able to enroll because of unpaid tuition fees (this information will be available on Canvas), and (e) "Pay Your Fees" to enroll system is being considered.

She provided the Senators future plans to address, "Reduction in Sections," which will be composed of downsizing to prepare for changes in funding due to the Student Center Funding Formula. A proposal has been submitted requesting a gradual decrease of Hold Harmless funding in order for affected colleges to address modifications. The Senate had detailed discussions regarding different variables that affects student enrollment such as class size, available programs, and offerings at the different SCC college centers. Currently, SCC has 6850 FTES, college wide productivity score is 393 (goal of 525), and student faculty ratio of 22.

S/P Celia Esposito-Noy explained that the college is in compliance with Chapter Bill 1732 Division of State Architects pertaining to availability of bathrooms to students when addressing accessibility and gender inclusivity. This topic will be discussed during item 11.4.

Lastly, once available, she will provide an update regarding students' name preference on rosters (Banner system).

**8. VP of Academic Affairs
Report**

VP David Williams did not provide an update.

**9. Consent Agenda –
Action Item**

9.1 Journalism Evaluation
Committee: Heather Ringo

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

(Discipline Expert), Rebecca LaCount (Counselor), Michael Wyly, Rachel Smith, Sarah Barsness, and Andrew Wesley

9.2 Members of the Correctional Education Advisory Committee: Tony Zito, LaNae Jaimez, Rhuenette Alums, Frances Nelson, Daljeet Singh, Terri Brunner, Gail Rulloda, Andrew Wesley, Cristina Young, Sandra Deihl, Rebecca LaCount, and Ruth Fuller

10. Action Items, Including Items Removed from Consent

10.1 AP/BP 6500 Academic Calendar

This item will be added on the next Senate agenda.

11. Information/Discussion Items

11.1 Solano Transportation Authority (STA)

Llyon Nadal (STA Division Manager), Amy Antunano (STA Call Center Program Coordinator), and Brandon Thomson (STA Mobility Coordinator) presented, "Solano Express" (see attached document). The following topics were discussed: (a) location of the closest bus stop to SCC Vallejo Center, (b) shared the reasons why the drop off location is half a mile from Fairfield campus, (c) ridership survey for students, (d) the level of support available for bicycles and electric scooters, (e) Lyft (First Last Mile Program) is not available to students using wheel chairs and "Access for All" bill update, and (f) STC will be visiting SCC Fairfield campus in January 2020 to address additional questions and promote "First Last Mile Program."

11.2 Program Review Student Survey

Ferdinanda Florence, Academic Program Review Coordinator, provided the Senators, "Program Review Student Survey" (see attached document). She explained the reasons why questions were streamlined and updated from the original version used by the School of Social and Behavioral Sciences (i.e. #7 modified to open question; question about an "emotionally safe, supportive learning environment" moved to majors-only section). While reviewing this survey, Senators provided their feedback. The updated survey will be included on the Senate agenda on December 2, 2019 for approval.

11.3 Academic Senate
Campus Safety Task Force
Update

Senator Ayala shared that AS Campus Safety task force had a meeting last week. They discussed the incidents that prompted the creation of this task force and to update committee member Michelle Smith. This group is interested in having clear policies and procedures to address these type of situations. Also, they are considering a work shop during a Flex on January 9, 2019 to educate faculty regarding their findings and what policies and procedures are available to support them. The SCC Safety committee meeting is scheduled on December 6, 2019.

11.4 Student Equity and
Success Council Supporting
LGBTQ

AS Vice President Josh Scott presented, "Gender Neutral Bathroom Letter" (see attached document). He informed the Senators this letter was from Early College Gender Sexuality Alliance club. The issues discussed were focused on the lack gender neutral bathrooms in SCC and the students' complaints about not being able to use their preferred names. He's requesting Senate's support on these matters. He also informed Senators that there may be funds available to develop a wellness center/professional development and welcome day for LGBTQ students.

VP Williams stated that management is addressing preferred name update on Banner with possible availability during Spring semester and more information will be provided after their meeting this week. The Senators discussed the type/safety of bathrooms available in different buildings. Faculty and staff will be requested to provide feedback regarding this issue.

12. Reports

12.1 Assessment
Committee

Andrew Wesley, Assessment Committee Coordinator, stated that there are courses that do not have SLOs. During their next committee meeting, he will be presenting, "how to guide," which will be presented to Senators on December 2, 2019 meeting for approval and FlexCal in January 2020.

12.2 Distance Education

Distance Education Coordinator Erica Beam provided the following updates: (a) April 2, 2020 is the deadline for courses to be available Spring 2021, (b) a series of online teaching and learning courses will be available starting January 20, 2020 to January 23, 2020, (c) Creating Accessible Content course will be available from Jan 24, 2020 to May 29, 2020, (d) she will not be continuing as DE Coordinator, (e) discussed late submission, missing assignment, and grade book policies, (f) result of blue print survey, and (g) will be presenting during the next FlexCal.

12.3 Professional
Development/FlexCal

Michelle Smith, PD/FlexCal Coordinator, was not able to attend this meeting. AS President Jaimez asked Senators to review, "PD Rubric." This item will be added on the next Senate agenda.

13. Other Committees

13.1 First Year Experience

Melissa Reeve, First Year Experience Coordinator, was not able to attend this meeting. AS President Jaimez shared that 55 out of 85 FT3 students from Fall 2019 have enrolled in at least one cohort supported class for Spring 2020, which reflects good retention rate.

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 – Erin Duane (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)

15. Adjournment

Senator Beam 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 UNLESS OTHERWISE NOTED

- 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. Solano Express
- 2. Program Review Student Survey
- 3. Gender Neutral Bathroom Letter