



# ACADEMIC SENATE

## Approved Minutes

October 5, 2020

Meeting via Zoom

3:00 pm – 5:00 pm

<b>1. Call to Order</b>	Academic Senate President LaNae Jaimez called the meeting to order at 3:01 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> Anthony Ayala, Erica Beam, Jim Long, Jose Cortes, Michael Reilly, Michelle Arce, Paul Hidy, Randy Robertson, Rebecca LaCount, Robin Sytsma, Teri Brunner, and Vitalis Enemmuo</p> <p>Sheila Gorospe-Kaushal (Administrative Assistant)</p> <p><b>Ex Officio:</b> Andrew Wesley (Assessment Chair), Erica Beam (Distance Education Chair), Ferdinanda Florence (Academic Program Review Chair), Josh Scott (Student Success and Equity Chair), Michelle Smith (Professional Development/Flex Cal Chair), and Sarah Barsness (Curriculum/Tech Review Chair)</p> <p><b>Guests:</b> David Williams (Vice President of Academic Affairs), Shannon Cooper (Vice President of Student Services), Dean Shirley Lewis, and Lauren Taylor-Hill</p> <p><b>Absent:</b> Andrew Wesley and Rachel Purdie</p>
<b>3. Agenda Approval</b>	Academic Senate Secretary/Treasurer Erin Duane motioned to approve the agenda of October 5, 2020 as presented. It was seconded by Academic Senate Vice President Josh Scott. The agenda was approved unanimously.
<b>4. Approval of Minutes</b>	AS Vice President Scott motioned to approve the minutes of September 21, 2020 with verbiage update of item 12.3. It was seconded by Senator Reilly. The modified version of the minutes was approved unanimously.
<b>5. Comments from the Public</b>	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 2021 Exemplary Program Award Application Deadline November 9, 2020

AS President Jaimez announced November 9, 2020 as the deadline to submit application for 2021 Program Award. Senator Wesley would be asked to reach out faculty regarding this award.

6.2 2021 Hayward Award Application Deadline December 11, 2020

AS President Jaimez clarified that winners of SCC 2020 Distinguished Faculty will have the opportunity to submit an application for 2021 Hayward Award. The Senators will be informed if last year's winners forgo this opportunity. As a result, this opportunity maybe be open to other faculty.

6.3 Rebecca LaCount, Academic Senate Acting Vice President (Spring 2020)

AS President Jaimez recognized and expressed her appreciation to Senator LaCount for serving as Acting Vice President of SCC Academic Senate during Spring of 2020.

6.4 Academic Program Review Coordinator

AS President Jaimez, Ferdinanda Florence, and VP Williams have been working to finalize the job description of APR Coordinator with the goal of publication in mid-October 2020.

6.5 SCA Plan

The review process of SCA Plan with SCC Vice Presidents had been delayed.

6.6 Academic Senate Checking Account

The Senate's checking account from Wells Fargo will be moved to First Northern Bank. Once completed, it will be announced during the Senate meeting. This action was prompted by racist comments made by WF CEO last month.

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

Celia Esposito-Noy was not be able to attend this meeting.

## **8. VP of Academic Affairs Report**

VP David Williams stated that the position for Interim Associate Dean for Special Program will be posted by Human Resources today with start date of late October 2020 through June 2021. He announced that SCC will be planning for online format in 2021 Spring semester and will review possible expansion of in-class labs to additional areas in campus while ensuring health compliance. Lastly, the Senate had discussions about freedom of speech versus inflammatory statements as SCC employee.

	VP Williams expressed his appreciation to all faculties for their creative efforts in ensuring students have great experience at SCC.
<b>9. Consent Agenda – Action Item</b>	There were no items in this section.
<b>10. Action Items, Including Items Removed from Consent</b>	There were no items in this section.
<b>11. Information/Discussion Items</b>	
11.1 ASTC Update	<p>Lauren Taylor-Hill provided the Senators updates regarding instructional aide: (a) NetTutor has been utilized to assist students, (b) seven instructional aides (i.e. Math/Statistics, English, Biology, Chemistry, Writing) will be scheduled to help students by October 8, 2020, and (c) an email will be sent out regarding TUTOR 500 CRNs and how to enroll in this class.</p> <p>The Senators provided their feedback (advantages/disadvantages) whether instructional aid should be recorded or not.</p> <p>Also, she announced that a survey will be sent to students (i.e. DSP) and faculty to inquire about their experience with NetTutor. Faculty will have the opportunity to include questions on the survey by contacting Lauren Taylor-Hill</p> <p>Lastly, she shared, “NetTutor Live Tutoring Minutes (Summer/Fall 2020)” (see attached document) with the Senators. The following subjects were discussed: (a) Math challenges/long wait time, (b) DSP accessibility, (c) prioritizing urgent evaluation timeline of NetTutor, (d) virtual white board/challenges of using video, and (e) creating a survey. A task force (AS President Jaimez, AS Vice President Scott, and Lauren Taylor-Hill) has been created to review ASTC, to outline the needs, and timeline involved in achieving these goals.</p>
11.2 Music, Art, Theater, and Other Programs Severely Impacted by Covid-19	<p>AS President Jaimez explained that this agenda item was added based on public comments during the past Senate meetings. She proposed a resolution be created in support of these courses/programs. Also, she shared her input regarding the challenges involved in declaring a course/content exempt or inherently inaccessible. A thorough process that is in compliance with laws and regulations needs to be created.</p> <p>Senator Sytsma recommended to include Dance department on the list of programs impacted by COVID-19 and clarified that it offers AA degrees. Ferdinanda Florence provided her input regarding complexity of situation: (a) the possibility of programs that are currently doing adequately but will potentially have low enrollment rate in the near future, (b) programs have some classes that are doing very well, with students having access to supplies (e.g., painting) and other classes that are severely impacted, and (c) narrative of resolutions that will support</p>

and promote programs rather than promote misconception of their potential discontinuance. Senator Barsness, APR Coordinator Ferdinanda Florence, and AS President Jaimez will create a resolution addressing these concerns.

The following Senators will be part of a work group to draft recommendations: Senator Long, Senator Barsness, Senator Beam, Senator Sytsma, PD/Flex Coordinator Michelle Smith, AS President Jaimez, and VP Williams.

**11.3 Hiring Prioritization Task Force Recommendation**

The Senate reviewed, "Hiring Prioritization Task Force Update" (see attached document). The Senators discussed: (a) lost tenured positions, (b) programs with no full-time faculty, (c) Perkin's funds/Strong Workforce funding, and (d) FON issue.

**11.4 Commitment to Anti-Racist Practices and Equity in Education**

AS President Jaimez announced that a Faculty Hiring Practices task force will be created to review policies, provide recommendations, and will convene once or twice an academic year. Senator Barsness, Senator Arce, Senator Hidy, and AS Past President Wyly volunteered to be part of this task force.

**12. Reports**

**12.1 Academic Program Review**

APR Coordinator Ferdinanda Florence provided the following updates: (a) general feedback from School of Social and Behavioral Science regarding the new streamlined template indicates faculty prefers that data be provided to them, (b) eLumen appears to have limited ability to auto generate data, (c) a draft form will be modified by the committee once eLumen addresses their concerns/inquiries, (d) Research and Planning department has limited time in providing data to Coordinators, (e) APR Coordinator has limited release time to gather and package data for faculty use, (f) the Committee decided that revisions to template (retain/modify/eliminate question) would be driven by availability of data, and (g) some questions could be addressed by admin and by other committees and omitted from the template.

**12.2 Student Equity and Success Council**

AS Vice President/SESC Coordinator Josh Scott announced that there will be three sessions in the upcoming October 2020 PD/Flex Cal: (a) What does It mean to be equity minded lead by Dean Lisa Neeley/SESC, (b) What are the best Zoom and final exam policies, and (c) Humanizing and equitizing your syllabus lead by T4E team. At this time, SESC is in process of defining their mission (i.e. programs that were eliminated, common purpose without duplication of S/P Celia Esposito-Noy's new Equity Council, equity funds, providing resource for SESC). This topic will be discussed during their next committee meeting.

12.3 Curriculum/Tech Review

Senator Barsness, Curriculum/Tech Review Chair, informed the Senators that there will be a potential session during the October 13, 2020 PD/Flex Cal regarding Curriculum based anti-racist/equity. DE addenda will be included on the first committee meeting on October 27, 2020 as a Consent Item. Lastly, many faculties had attended previous workshops.  
AS President Jaimez recommended creating a task force in the Curriculum committee to review the local GE approval process. Their recommendations will be presented to the Senate for approval.

13. Other Committees

There were no items in this section.

14. Upcoming Items and/or Action Reminder

- 13.1 Guided Pathways Steering Committee – Michael Wyly (10 minutes)
- 14.1 Academic Program Review – Ferdinanda Florence (1st meeting of the month)
- 14.2 Student Equity and Success Council – Joshua Scott (1st meeting of the month)
- 14.3 Curriculum/Tech Review – Sarah Barsness (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/Flex Cal – Michelle Smith (2nd meeting of the month)
- 14.7 Guided Pathways Steering Committee – Michael Wyly (1st meeting of the month)

15. Adjournment

AS Vice President Scott motioned to adjourn the meeting. It was seconded by Senator Hidy. The meeting adjourned at 4:56 pm.

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

- October 19, 2020
- October 26, 2020 (Tentative)
- November 2, 2020
- November 16, 2020
- November 23, 2020 (Special Meeting: Hiring Priorities)
- December 7, 2020
- December 14, 2020 (Tentative)
- January 14, 2021 (9:00 AM – 12 PM)
- January 25, 2021
- February 1, 2021
- February 22, 2021
- March 1, 2021
- March 15, 2021
- April 12, 2021
- April 19, 2021

May 3, 2021

May 10, 2021 (Tentative)

**Documents Reviewed:**

1. Net Tutor Charts (Summer/Fall 2020)
2. Hiring Prioritization Update
3. Guided Pathways Update