



# ACADEMIC SENATE

## MINUTES

November 8, 2021

Meeting via Zoom

3:00 pm – 5:00 pm

### 1. Call to Order/Land Acknowledgement

Academic Senate President, LaNae Jaimez called the meeting to order at 3:02pm.

Professor Cristina Young read the Land Acknowledgement Statement.

### 2. Roll Call

#### **Academic Senate Officers:**

LaNae Jaimez (President)

Josh Scott (Vice President)

Erin Duane (Secretary/Treasurer, At-Large)

Michael Wyly (Past President/Ex-Officio)

#### **Academic Senate**

Andrew Wesley

Anthony Ayala

Erica Beam

Jim Long

Jose Cortes

Lauren Taylor-Hill

Michael Reilly

Paul Hidy

Rachel Purdie

Randy Robertson

Rebecca LaCount

Rhuenette Alums

Robin Sytsma

Vitalis Enemmuo

Christina Taliaferro (Administrative Assistant)

#### **Ex Officio:**

Andrew Wesley (Assessment Chair)

Erica Beam (Distance Education Chair)

Rachel Purdie (Academic Program Review Chair)

Sarah Barsness (Curriculum/Tech Review Chair)

Heather Watson-Perez (Student Success and Equity Chair)

Michelle Smith (Professional Development/Flex Cal Chair)

#### **Guests:**

David Williams (Vice President of Academic Affairs),

Shannon Cooper (Vice President of Student Services),

Melissa Reeve

### 3. Agenda Approval

Senator Scott motioned to approve the November 8, 2021 agenda; Senator Reilly seconded the motion; motion carried.

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**4. Approval of Minutes**

Senator Hidy motioned to approve the October 11, 2021, October 25, 2021, and November 1, 2021 minutes; Senator Ayala seconded the motion; motion carried.

**5. Comments from the Public**

There were no comments from the public.

**6. AS President Update**

***AS President LaNae Jaimez***

***6.1 Thursday, January 13<sup>th</sup> afternoon Senate meeting***

Plans for this session will be discussed further at the November 22<sup>nd</sup> AS meeting. In the meantime, everyone is encouraged to send ideas.

***6.2 Plenary Update***

AS President Jaimez and Senator Alums attended Plenary and shared a few highlights.

From AS President Jaimez:

1. The breakout session “All Things Ethnic Studies” covered the new Ethnic Studies requirements and discussed overlap with Social Justice. Social Justice has 3 tracks and Ethnic Studies will be pulled out from one of these tracks.
2. A mentoring program session focused on mentoring high school students to become community college professors. Perhaps this could be an interesting topic for a Flex event.
3. The Equity Theory (from Theory to Practice) session was beneficial because it was not only a lecture but involved thinking and personal work revolving around the topic of “Where are we in the journey towards equity?”
4. Another session focused on looking at equity topics in courses not normally found in typical textbooks.
5. There were good discussions about resolutions. The only concerning one was an ASTC paper because it did not address small and rural colleges. Fortunately, a motion was made to refer the paper back to the executive committee to address the small and rural colleges.

From Senator Alums:

Senator Alums commented on the hybrid format. There were challenges to merge the 2 groups (in-person and virtual), but a statement was made to ask attendees for “Grace and Patience”. Senator Alums shared this moment so that everyone might learn from this.

***6.3 Links vs. attachments***

The question was raised if people prefer to receive meeting documents via links in the agenda, as email attachments, or both. Feedback is welcome.

**7. Superintendent-  
President Report**

*6.4 Academic Program Review Coordinator & DE Coordinator Update*  
There were no applicants for the Academic Program Review coordinator position. Options are being discussed. It will be covered in the spring, one way or another. There is talk about how the DE Coordinator will fit in with the Teaching and Learning Center. The position may need to be restructured to be more attractive to faculty.

There was no update in this section.  
Superintendent/President Esposito-Noy was unable to attend this meeting.

**8. VP of Academic Affairs  
Report**

***David Williams***

*8.1 Early College High School & SCC Vaccine Testing Mandate*

VP Williams explained that FSUSD has strict protocols and good contact tracing. If the high school students take college classes, they are required to follow the college guidelines concerning vaccines and testing. Like the college, they have a mask mandate inside, but not outside. A concern was brought up that they do not have the same vaccine requirements. Another concern is that they often congregate near the Early Learning Center (Preschool) which may put those younger children at risk.

On a related topic, there are venues on campus, i.e. the theatre which require proof of vaccination or a recent negative test to be compliant with the mandate. In addition, VP Williams gave a quick recap about the temporary pause of on-campus testing. He explained that there were legal issues that needed to be resolved. Testing has now resumed with an external vendor.

**9. VP of Student Services  
Report**

***Shannon Cooper***

9.1 VP Cooper gave the following updates:

- The testing center is open for limited hours for DSP testing.
- The bookstore will have extended hours on December 16<sup>th</sup>, 17<sup>th</sup>, and 20<sup>th</sup> from 10am to 6pm. They will also have extended hours during the first week of the spring semester. They will be open Monday-Wednesday from 9am to 7pm and Thursday-Friday from 9am to 3pm. This information will be posted on social media and in the student newsletter.
- VP Cooper is working with the Deans on plans for a slow return of student services staff in the spring. More information to follow.

**10. Consent Agenda –  
Action Item**

*10.1 Vitalis Enemmuo, Robin Sytsma, Taryn Sigl, Matt Borchert, and Jeff Cardinal to serve as peer reviewers for Health Sciences.*

Senator Ayala motioned to approve item 10.1; Senator Purdie seconded the motion; motion carried.

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

*11. 1 Resolution 11.8.2021: State of Emergency*

*LaNae Jaimez - [See Attachment](#)*

AS President Jaimez read the State of Emergency resolution.

Senator Purdie motioned to approve item 11.1; Senator Reilly seconded the motion.

Discussion: A question was raised about the process of returning to in-person meetings. AS President Jaimez explained that this resolution allows the senate to meet remotely. Once the governor lifts the state of emergency, the Academic Senate will no longer have this option and will be required to meet in person. Further discussion regarding in-person Academic Senate meetings will be put on the November 22<sup>nd</sup> agenda.

Motion carried.

*11.2 Academic Program Review Guide*

*Rachel Purdie - [See Attachment](#)*

Senator Purdie presented “So....How Do I Complete Program Review in eLumen?” This is a quick start guide, not a comprehensive guide which would eventually be the goal. There are 2 important items for faculty to remember: 1. Save your draft; 2. Do NOT hit “Publish”....ever! The question was asked if a reversal of “Publish” is possible, but it is not really an option in eLumen at this time. Also, it creates problems for people who need to run reports.

Senator Duane motioned to approve item 11.2; Senator Ayala seconded the motion.

Discussion: Senator Wesley suggested that eventually it would be helpful to have a handbook that contains different guides such as eLumen, assessments, curriculum, etc. This would have to be a collaborative effort.

Motion carried.

*11.3 Approval of Hiring Prioritization Results*

*LaNae Jaimez - [See Attachment](#)*

The hiring prioritization results were shared and discussed. S/P

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Esposito-Noy agreed with the senate rankings, and she added a position. She was already having discussions with the Computer Science department about a program in cybersecurity. This is a highly desirable field and she felt that there was an opportunity through Strong Workforce funding to hire someone to build this program. Strong Workforce funding would cover 80% of the position, and the college would cover the additional 20%. The proposal is a 3-year non-tenure track. After 3 years, the college would absorb this position, however details in regards to tenure still need to be worked out.

A question was raised for clarification regarding the fact that the CIS position would not be tenure track, however the plan is to hire an Ethnic Studies position and 3 Counseling positions that will be tenure track. VP Williams will follow up with S/P Esposito-Noy to clarify.

In addition, Senator Cortes brought up an additional question/concern regarding the fact that the CIS position will not be tenure track. Cybersecurity is a lucrative career in the private sector, so having this position not be tenure track, may limit the number of well-qualified candidates.

Senator Wesley raised concern that art programs are always on the bottom of the list. What will it take to give these programs visibility? Nobody had a concrete answer, but there was discussion to look at past years of hiring prioritizations, as well as the culture of the college. It may also be useful and interesting to survey the voting members to learn more about their voting strategies.

Senator Ayala motioned to approve item 11.3; Senator Scott seconded the motion.

Discussion: Senate members discussed exactly what they will be voting on at this meeting. It was clarified that the senate is voting on the outcome of the ranking process. This vote will not include the additional Computer Information Science (cybersecurity) position. VP Williams will have further discussions with S/P Esposito-Noy to share concerns from the Academic Senate in regards to this being a non-tenure position.

Motion carried.

AS President Jaimez announced that the Deans will be sending out a joint message to announce the funded positions, and that hiring committees will be set up. They would like each of the hiring committees to have 1 person outside of the respective departments to bring a different perspective and diversity. This process will

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**12. Information/Discussion  
Items**

include the Ethnic Studies position, but applications to be on the hiring committee will close earlier (Friday, November 12<sup>th</sup>).

*12.1 Academic Senate scholarship recipient;  
Additional Scholarship Funding*

*Rebecca LaCount*

Senator LaCount discussed the Academic Senate scholarship that is open to Solano College students. Applications open in the summer and recipients are usually chosen in October. This semester, the recipient is Andrea Solis Olguin. Andrea is an engineering major, and she wants to go into civil and environmental engineering. She hopes to transfer to UC Davis. She is an international student although she attended high school in the US. She is an active member of PTK, the Honor Society, and she volunteers at the Wildlife Center in Suisun. She was involved in creating a STEM club on campus, and she has demonstrated leadership during her time at Solano College.

The Scholarship committee would like to increase the scholarship amount from \$300 to \$500. They also determined that there was an inactive previous scholarship fund, so the current scholarship will not need to tap into current funds. Senator LaCount also encouraged donations via the payroll deduction. The goal is to distribute a larger amount per recipient or to award more than 1 student.

The Academic Senate Payroll Deduction Form will need to be updated to include the option for a donation specifically towards the student scholarship. Contributors would be able to indicate exactly how they want their donations to be distributed.

*12.2 Legislative Update*

*Michael Wyly - [See Attachment](#)*

VP Williams followed up with details about the Common Course Numbering legislation. This new system will make the course numbering consistent across all colleges, so students will not have to “translate” course numbers.

*12.3 Ethnic Studies Job Description*

*LaNae Jaimez - [See Attachment](#)*

There was a huge effort to create this job description which included approximately 17 people across disciplines. This job description will go to the committee for final touches. In addition, there are 2 sections which will be added as an action item at the November 22<sup>nd</sup> AS meeting: the “Welcome” section and “Solano Community College District and our Vision for Social Justice” section. In addition, there are 2 questions that still need to be resolved in the description. One is regarding online education and the other is

regarding teaching in the correctional education program.

*12.4 Assessment Pay Form*

*Andrew Wesley - [See Attachment](#)*

This form was prompted by the fact that there was no process and money was being lost. In addition, there was confusion among part-time faculty and administrative assistants who handled the paperwork. The form was created for part-time faculty to fill out and get paid for work that they do in eLumen. Once it is finalized, the form will be sent to the administrative assistants who would also be receiving the responses. These could then be turned into a spreadsheet and forwarded to HR so that payments can be processed.

**13. Reports**

*13.1 Academic Program Review*

*Rachel Purdie*

Drop-in office hours have been successful to meet program faculty. Senator Purdie is confident that the reports for health sciences and counseling will be done by December or at the start of the spring semester. Next steps are to create clone templates for the 2-year abridged reports for Social Behavioral Sciences and Applied Technology and Business. They will be going through this process in the spring.

*13.2 Student Equity and Success Council*

*Heather Watson Perez*

The committee has a meeting coming up on Friday where they are hoping to talk to people in the sports department. They are also hoping to focus on growing their work groups so that SESC can be very productive in the spring semester. They are planning to set up an optional SESC drop-in office hour.

*13.3 Curriculum/Tech Review*

*Sarah Barsness*

The committee is very glad that people are submitting curriculum. They are very happy to work with people, and they want to make it an inviting and friendly process so that people feel welcome to submit curriculum. They want to let everyone at Solano College know that all disciplines are valid and valuable. They are still working on the local GE process and will try to get it to the Senate by December. They will also be working on a handbook. Finally, they have 2 new student members on the curriculum committee.

**14. Other Committees**

*14.1 Guided Pathways Steering Committee*

*Melissa Reeve*

They are talking about a virtual welcome event in January that

<p><b>15. Upcoming Items and/or Action Reminder</b></p>	<p>would introduce students to the pathway areas and support services, i.e. tutoring and financial aid. It is important that Guided Pathways not only includes supporting students to find a program, but they also need guidance for support services. They may also want to hold student events later in spring focused on the different pathway areas, i.e. career nights.</p> <p><u>1<sup>st</sup> Meeting of the Month:</u></p> <p>15.1 Academic Program Review – Rachel Purdie  15.2 Student Equity and Success Council – Heather Watson Perez  15.3 Curriculum/Tech Review – Sarah Barsness  15.4 Guided Pathways Steering Committee – Melissa Reeve</p> <p><u>2<sup>nd</sup> Meeting of the Month:</u></p> <p>15.5 Assessment Committee – Andrew Wesley  15.6 Distance Education – Erica Beam  15.7 Professional Development/Flex Cal – Michelle Smith</p> <p><u>Other</u></p> <p>15.8 Football Program – Rachel Purdie  15.9 Overview of Transfer Center - Emily Burt (30 minutes)  15.10 Special Recognition - LaNae Jaimez (10 minutes)</p>
<p><b>16. Adjournment</b></p>	<p>Senator Purdie motioned to adjourn the meeting;  Senator Ayala seconded the motion; motion carried.</p> <p>Meeting was adjourned at 5:00pm</p>

**ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM VIA ZOOM UNLESS OTHERWISE NOTED.**

- November 22, 2021
- December 6, 2021
- January 13, 2022
- January 24, 2022
- February 14, 2022
- February 28, 2022
- March 14, 2022
- March 28, 2022
- April 18, 2022
- April 25, 2022
- May 9, 2022
- May 16, 2022 (Tentative)