



Academic Senate & Educational Administrators

Joint Meeting

MINUTES

January 13, 2022

Meeting via Zoom

1:00pm – 2:20pm

1. Call to Order/Land Acknowledgement

Academic Senate President LaNae Jaimez called the meeting to order at 1:03pm.

Shirley Lewis 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

Erica Beam

Jose Cortes

Michael Reilly

Rebecca LaCount

Robin Sytsma

Anthony Ayala

Jim Long

Lauren Taylor-Hill

Paul Hidy

Randy Robertson

Rhuenette Alums

Vitalis Enemmuo

Christina Taliaferro (Administrative Assistant)

Ex Officio:

Andrew Wesley (Assessment Chair)

John Perez (Distance Education Chair)

Sarah Barsness (Curriculum/Tech Review Chair)

Heather Watson-Perez (Student Success and Equity Chair)

Michelle Smith (Professional Development/Flex Cal Chair)

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| | <p>Guests: David Williams (Vice President of Academic Affairs) Shannon Cooper (Vice President of Student Services) Susan Wheet (VP of Finance & Administration) Dean Lisa Neeley (Applied Business & Technology) Dean Sheila Hudson (Health Sciences) Dean Neil Glines (Liberal Arts) Dean Joe Ryan (Math & Science) Dean Kristin Conner (Counseling) Dean Sandy Lamba (Social & Behavioral Sciences) Dean Alysa Borelli (Enrollment Services) Dean Shirley Lewis (Academic Support Services) Tony Zitko (Interim Associate Dean of External Programs) Melissa Reeve (Interim Dean of Research and Planning)</p> <p>Absent: Rachel Purdie</p> |
| <p>3. Agenda Approval</p> | <p>Senator Wesley motioned to approve the January 13, 2022 agenda; Senator Long seconded the motion; motion carried.</p> |
| <p>4. Comments from the Public</p> | <p>There were no comments from the public.</p> |
| <p>5. Information/Discussion</p> | <p><i>5.1 Welcome – LaNae Jaimez and David Williams</i></p> <p>AS President Jaimez and VP Williams welcomed attendees and introduced the topic of gratitude for this meeting.</p> <p><i>5.2 Gratitude Story and Exercise – LaNae Jaimez</i></p> <p>AS President Jaimez explained that she implements a “Positive Behavior Change Project” as part of her classes. She encourages students to make a minor change which can make a big impact in their lives. She then shared a story written by one of her CMF (California Medical Facility) students. The student had implemented gratitude in his life as part of the Positive Behavior Change project. Next, AS President Jaimez presented a series of slides that defined the word gratitude and included quotes from a book <i>Leading with Gratitude</i> (Gostick & Elton, 2020). Then, participants took part in a “Gratitude Exercise”. Everyone took a few minutes to think about things that they are grateful for, and then they were asked to focus on just one of those things for two minutes. Skills used during this exercise were gratitude, mindfulness and savoring. In summary, AS President Jaimez shared slides about the science of gratitude, including workplace benefits of gratitude.</p> |

5.3 Shared and Individual S.M.A.R.T. Goals (Focus on Gratitude) – LaNae Jaimez and David Williams - [See Link](#)

AS President Jaimez shared the meaning of S.M.A.R.T. goals and explained that she and VP Williams would like everyone, as a community, to come up with a shared goal for the upcoming semester. She also encouraged everyone to come up with a personal goal focused on gratitude.

5.4 Managers for Equity (M4E) – David Williams & Deans

VP Williams explained how the management went through a version of T4E in the fall. It was important for him to have a common language when talking about equity. The managers will be working on tangible goals to make life more equitable for students, employees, and themselves.

5.5 Wrap-Up – LaNae Jaimez and David Williams

VP Williams shared an additional quote from the book, *Leading with Gratitude*. He connected it to the thought that if we have gratitude for each other and the work that we do, this will affect students as well. Several initial suggestions were made:

- Assume the best intentions coming from others. Give the other person the benefit of the doubt. Assume kindness! (Sandy Lamba)
- Be grateful when students reach out and try to work with them. Assume they are telling the truth. (LaNae Jaimez)
- Celebrate the wonderful things that happen at the college. Create a place for people to share testimonials about why they like working at Solano College. Spotlight Solano! (Melissa Reeve)
- Consider using a form of social media, i.e. Instagram for people to post once/week about a positive experience of being at Solano. (Sarah Barsness)
- Another option is to have everyone keep a personal log of assuming kindness. When you track things, you become more aware. (LaNae Jaimez)
- When someone is exceptionally kind, it is nice to pay it forward and do 3 kind things for others. This also works if you do not feel empowered. You can complete 3 achievable things to become empowered again. (Emma Loyola)

AS President Jaimez summarized the input by suggesting that everyone commit to sharing gratitude on a regular basis using some sort of social media. This could include paying it forward, random acts

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| | <p>of kindness, a gratitude expression, a photo, etc. VP Williams commented that this is essentially a shared gratitude journal done electronically.</p> <p>Discord was suggested as a format, but it may not be public enough since it would be helpful for students to see. Facebook, Instagram, or Twitter could work as well.</p> <p>How often should people share or post? After an initial post, everyone should try to post once/month. Reminders will be sent out.</p> <p>AS President Jaimez and VP Williams will take all the input and work out the specifics of this goal before the end of January.</p> |
| 6. Adjournment | The meeting was adjourned at 2:27pm. |
