



ACADEMIC SENATE

MINUTES

January 24, 2022
Meeting via Zoom
3:00pm – 5:00pm

1. Call to Order/Land Acknowledgement

Academic Senate President LaNae Jaimez called the meeting to order at 3:03pm.

VP Williams 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)
John Perez (Distance Education Chair)
Rachel Purdie (Academic Program Review Chair)
Heather Watson-Perez (Student Success and Equity Chair)

Guests:

Celia Esposito-Noy (Superintendent-President)
David Williams (Vice President of Academic Affairs)

Absent:

Sarah Barsness (Curriculum/Tech Review Chair)
Michelle Smith (Professional Development/Flex Cal Chair)

<p>3. Agenda Approval</p>	<p>Senator Scott motioned to approve the January 24, 2022 agenda; Senator Ayala seconded the motion; motion carried.</p>
<p>4. Approval of Minutes</p>	<p>Senator Long motioned to approve the January 13, 2022 (AM Session) and the January 13, 2022 (PM Session) minutes; Senator Beam seconded the motion; motion carried.</p>
<p>5. Comments from the Public</p>	<p>There were no comments from the public.</p>
<p>6. AS President Update</p>	<p><i>AS President LaNae Jaimez</i> <i>6.1 Virtual Part-Time Faculty Institute (February 10-11, 2022)</i> Any part-time faculty who would like to attend this virtual event should inform AS President Jaimez and/or Christina Taliaferro.</p> <p><i>6.2 Hybrid Spring Plenary (April 7-9, 2022)</i> Anyone who would like to attend this hybrid event should inform AS President Jaimez and/or Christina Taliaferro.</p> <p><i>6.3 Survey: In-Person/Hybrid/Remote Academic Senate Meetings</i> A survey will be sent out very soon, and there may be a request for follow-up information.</p> <p><i>6.4 Board Report</i> AS President Jaimez provided a report to the board which included an update on hiring processes, approval of changes to GE requirements, and details about Flex events.</p> <p><i>6.5 Meeting for Sub-Committee Chairs</i> This meeting will be taking place in the next 1-2 weeks.</p>
<p>7. Superintendent-President Report</p>	<p><i>Celia Esposito-Noy</i></p> <ul style="list-style-type: none"> • Superintendent/President Esposito-Noy gave an update about the current move to online instruction. Information regarding covid conditions is rapidly changing and developing, so it is difficult to make long-term decisions. The college's covid numbers were up 600% in the first 8 days since the fall semester, so the goal is to minimize exposure for students and staff. There was much discussion about metrics, as well as the importance of transparency and communication. • AS President Jaimez introduced the hiring committee topic by explaining that the administration would like to add a 2nd dean to these committees. This dean would represent HR by acting as an equity officer, and the position would be non-voting. VP Williams gave additional information by explaining the importance of accountability, i.e., in the event of a lawsuit. Another purpose for the second dean is to act as

backup if the first dean is unable to attend. Finally, this system would be helpful for new deans who need experience with hiring. Superintendent/President Esposito-Noy confirmed that the second dean would not replace a faculty position. It is a non-voting additional member on the hiring committee who would manage the process and provide administrative support which is normally handled by HR. HR staff is currently unavailable due to other priorities; however, HR will provide the necessary training. After further questions and discussions, a decision was made to have Superintendent/President Esposito-Noy meet with AS executives to further discuss the role of this position on the hiring committees. Since this is happening in the middle of the current hiring process, it may involve making adjustments, with plans to modify/improve the handbook for future hiring.

8. VP of Academic Affairs Report

David Williams

VP Williams had no updates.

9. VP of Student Services Report

Shannon Cooper

There was no update in this section.

VP Cooper was unable to attend this meeting.

10. Consent Agenda – Action Item

10.1 Calendar Committee – Darla Williams

10.2 Interview Committee for Dean of External Programs

*Rhuenette Alums
Michelle Arce
Thomas Bundenthal
Josh Scott
Sheila Smith*

Senator Ayala motioned to approve items 10.1 and 10.2;
Senator Long seconded the motion; motion carried.

11. Action Items, Including Items Removed from Consent

***11.1 Administrative Procedure 6041 - [See Attachment](#)
LaNae Jaimez & David Williams***

Senator Scott motioned to approve item 11.1;
Senator LaCount seconded the motion; motion carried.

***11.2 Matching Funding Amount for Student Scholarship (\$2,000)
LaNae Jaimez***

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

**12. Information/Discussion
Items**

*12.1 Taskforce for Fundraising Campaign (Student Scholarship)
LaNae Jaimez*

A taskforce is needed to organize the fundraising drive and encourage faculty to donate. The following attendees expressed an interest to participate: Erin Duane, Rebecca LaCount, Rhuenette Alums, and Erica Beam.

*12.2 Faculty Equivalency
LaNae Jaimez*

The hiring manual has a relatively clear process documented for faculty equivalency. However, it is not clear from the perspective of HR. If someone does not meet minimum qualifications, HR will generally exclude the candidate. Sometimes, this may cause unnecessary disqualifications. The suggestion made by AS President Jaimez and VP Williams is that the hiring committee chair and co-chair should look at applicants that have been screened out due to lack of minimum qualifications. This would be integrated into the hiring manual, but it will be used immediately. There were no objections, so the plan is to move forward.

*12.3 Hiring Practices/ Hiring Manual
LaNae Jaimez*

This will be discussed further after Celia does additional research and meets with AS executives.

Student involvement in the hiring process is not documented in the manual, but it is being considered for this round of hiring. Having students on committees has been challenging in the past due to a lack of training for them. Another challenge is to find enough students to participate. One suggestion is to have students involved in second-level interviews, such as observations and evaluations of a teaching demonstration. A concern was brought up regarding the possibility of teaching demonstrations having to be on Zoom and, therefore, focused on lectures vs. activities. There was some discussion about the number of teaching demonstrations that may be accepted and/or required, as well as a consideration of different types of demonstrations (lecture, activity, "office hour", etc.). There was also discussion about the selection of students. Possibly finding them through student government, or committee member's classes could work. Students will need to be properly trained and it will be important to bring in a diverse student population. A request was made for a small taskforce to work out details regarding student involvement on hiring committees. Rhuenette Alums and Rachel Purdie volunteered to be on this taskforce.

13. Reports

2021-2022 Committee Goals and Self-Assessment: Mid-Year Reports

13.1 Academic Program Review - [See Attachment](#)

Rachel Purdie

Rachel Purdie presented the mid-year report of the Academic Program Review committee goals.

13.2 Student Equity and Success Council

Heather Watson-Perez

Heather Watson-Perez presented an overview of the mid-year report of the Academic Program Review committee goals. The detailed written version will be sent out soon.

13.3 Assessment Committee

Andrew Wesley - [See Attachment](#)

Andre Wesley presented the mid-year report of the Assessment committee goals.

13.4 Distance Education

John Perez

The goals and mid-year report for the Distance Education committee will be presented at a future meeting.

Completed Mid-Year Reports (Presented on January 13, 2022)

13.5 Curriculum/Tech Review – [See Attachment](#)

Sarah Barsness

13.6 Professional Development/Flex Cal - [See Attachment](#)

Michelle Smith

14. Other Committees

There are no items in this section.

**15. Upcoming Items
and/or Action
Reminder**

1st Meeting of the Month:

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 – TBD

2nd Meeting of the Month:

15.5 Assessment Committee – Andrew Wesley

15.6 Distance Education – John Perez

15.7 Professional Development/Flex Cal – Michelle Smith

Other

15.8 Evaluation of the Hiring Process

15.9 Updates from the SCC OER Liaison

<p>16. Adjournment</p>	<ul style="list-style-type: none"> - Atticus Frey (Librarian and Campus OER Liaison) <p>15.10 Addition of Men’s Soccer as Intercollegiate Sport-Fall, 2022</p> <ul style="list-style-type: none"> - Alison Aubert (Interim Athletic Director) <p>15.11 Welcome Back Tables (Volunteers Needed)</p> <p>15.12 Revisiting ASCCC Call for DEI Action</p> <ul style="list-style-type: none"> - LaNae Jaimez <p>Rachel Purdie motioned to adjourn the meeting; Senator Reilly seconded the motion; motion carried.</p> <p>AS President Jaimez adjourned the meeting at 4:46pm.</p>
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ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM VIA ZOOM UNLESS OTHERWISE NOTED.

- 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)