



ACADEMIC SENATE

MINUTES

February 28, 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 3:02pm.

Senator LaCount read the Land Acknowledgement Statement.

2. Roll Call

Academic Senate Officers:

LaNae Jaimez (President)

Josh Scott (Vice President)

Erin Duane (Secretary/Treasurer, At-Large)

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)

Sarah Barsness (Curriculum/Tech Review Chair)

Michelle Smith (Professional Development/Flex Cal Chair)

Guests:

Celia Esposito-Noy (Superintendent-President)

David Williams (Vice President of Academic Affairs)

Absent:

Michael Wyly (Past President/Ex-Officio)

Heather Watson-Perez (Student Success and Equity Chair)

Shannon Cooper (Vice President of Student Services)

3. Agenda Approval

Senator Wesley motioned to approve the February 28, 2022 agenda; Senator Ayala seconded the motion; motion carried.

4. Approval of Minutes

Senator Long motioned to approve the February 14, 2022 minutes; Senator Scott seconded the motion; motion carried.

5. Comments from the Public

The following suggestions were made in a Peer Evaluations meeting and presented by Senator Wesley:

- Forms need to be improved, i.e. the recent student services survey does not address online. The recommendation was made to revisit the “forms taskforce”.
- It would be preferred that all data could be made more user-friendly and accessible.
- There is a need for a part-time faculty handbook. Dean Glines said he would be willing to act as an advisor on this initiative.

6. AS President Update***AS President LaNae Jaimez******6.1 Hybrid [Spring Plenary](#) (April 7-9, 2022)***

Academic Senate President Jaimez and Ashlie Lawson are planning to attend. Anyone else interested should inform AS President Jaimez and/or Christina Taliaferro.

6.2 Women’s History Month - [See Attachment](#)

Senators are encouraged to attend at least one event and bring a friend.

6.3 Update: Student Involvement in Faculty Interview Process

The goal is to have 1-2 students for the first interviews. It does not have to be the same student for each interview, but they should be enrolled SCC students. Students will be paid, and Senate will encourage faculty to grant excused absences for students who participate. They will also be provided HR training about equity matters, interview etiquette, and providing feedback that will be useful for faculty. Students will participate in asking the questions developed by the committee, observing teaching demonstrations and providing written feedback.

The Anatomy/Physiology department has already found 3 students who will be attending the first interviews and the teaching demonstrations.

Details about this process will be documented and brought back to the Academic Senate as a resolution for approval.

6.4 Other

**7. Superintendent-
President Report**

Celia Esposito-Noy

- Specific details are being worked out in regards to the CA governor's changes to the state of emergency. This includes the mask mandate. It is not clear if the revised guidelines apply to K-12 or if they will also apply to higher education. For now, the mask mandate at Solano College will continue.
- S/P Esposito-Noy is interested to learn how things are going with students after the return to on campus. There was very positive feedback in regard to students and faculty making connections and building relationships. It has been a relief for faculty members to physically see the students and easily determine if they are able to grasp the material taught in classes. Some students have expressed concern that the 5 weeks online this semester have caused them to fall behind. Faculty members have also noticed this. Tutoring and guidance will hopefully get most of them back on track. Other comments included concerns that some students have a difficult time coming to in-person classes due to their location. The message from S/P Esposito-Noy was that faculty is encouraged to continue to be flexible with students.
- The chancellor's office has made revisions to the Title V guidelines concerning campus climate and public safety. Colleges that are using state funding must adhere to these guidelines. SCC's new chief, Brian Travis, is already working on compliance.

**8. VP of Academic Affairs
Report**

David Williams

VP Williams had no updates.

**9. VP of Student Services
Report**

Shannon Cooper

VP Cooper was unable to attend.

**10. Consent Agenda –
Action Item**

10.1 Hiring Committee for Tenure Track Chemistry Position

*Maria Santiago
Kiran Kaur
Vahid Eskandari
John Higashi
Oanh Lam*

Senator Robertson motioned to approve item 10.1;
Senator Scott seconded the motion;
motion passed with majority votes in favor, 2 against, and 1
abstention.

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

VP Williams commented and expressed concern that all faculty members on this committee are from the chemistry department.

11.1 Standard Student Survey (Academic Program Review)

- [See Attachment](#)

Rachel Purdie

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

The survey was updated with revised phrasing of questions. The last version of the survey was pre-covid and the resulting data was not very helpful or relevant. In addition to revised wording, question #2 was added. A question was asked regarding a consideration of SCC's incarcerated students. The current issue is that the survey would need to be done on paper. Since the survey needs to be rolled out quickly, the programs that are offered to incarcerated students will be considered in a future version. Faculty and departments will be able to add questions to this survey as-needed, however the existing questions must remain.

**12. Information/Discussion
Items**

12.1 "Proctorio"

LaNae Jaimez

This semester, there are 3 faculty members using "Proctorio". At this time, the college is still funding "Proctorio", and the question is if it should continue to be available. The tool can be challenging to use at the beginning, but it does run smoothly once the instructor and students are up to speed. Faculty member, Cristina Young, gave a high-level demo of the tool and explained how she uses it mostly as a cheating deterrent. Further discussion included the pros and cons of using a tool like "Proctorio", equity benefits/challenges, potential test anxiety, faculty preferences, etc. Moving forward, the plan is to have students and faculty surveyed about the tool before bringing this item back to a future senate meeting.

12.2 Gratitude Practice

LaNae Jaimez & David Williams

- [See Attachment](#)

People are encouraged to continue contributions to the shared gratitude journal. VP Williams explained that there are 8 Practices of Gratitude. The first one is "Give gratitude often." Although we may appreciate people, we don't always tell them. Consider saying "I appreciate you." vs. "I appreciate that.". He encouraged everyone to frequently give gratitude, even if it takes effort.

12.3 Senate Elections

LaNae Jaimez & Michael Wyly

Michael Wyly was unable to attend the meeting, but everyone should make sure to review the email that he sent out in regard to senate elections.

12.4 PDFC Resolution: Credit for Interview Committees

LaNae Jaimez - for Michelle Smith - [See Attachment](#)

The PDFC Committee recommends granting up to 10 hours of Flex credit for participation on interview committees. This mostly applies to full-time faculty since part-time faculty members are tied to contract union negotiations and cannot be granted flex hours that are beyond the hours that have already been established. For part-time faculty, the senate can only state that work on hiring committees can be applied to hours that they have already been granted. The wording for part-time faculty members may need to be more clearly documented on the resolution. For full-time faculty, the resolution requests that the 10 hours will be granted towards flex time and not vary by decisions for different deans. Opinions were voiced in regard to the 10-hour cap, and that Deans should not be making these decisions. The resolution will be included on a future Academic Senate agenda as an Action Item.

12.5 Remote Work Policy and Procedure

*LaNae Jaimez - [See Attachment \(Board Policy\)](#)
- [See Attachment \(Procedure\)](#)*

This policy and procedure allow flexibility for managers and staff to work remotely in a manner that still productively serves students. This was an informational item for the senate.

12.6 Commemorative Flag Policy

LaNae Jaimez - [See Attachment](#)

Many public agencies fly commemorative flags, but this has not been the case at SCC. In order to have this option, a policy needed to be created. This was an informational item for the senate.

12.7 Call for DEI Action

LaNae Jaimez - [See Attachment](#)

This call for action came from the past president of the ASCCC. It was introduced shortly after the death of George Floyd. Highlighted items (#2, #4, #5) indicate what we are already doing well. This will be brought back to the senate to determine what else we can focus on for the rest of the semester.

13. Reports

13.1 Assessment Committee

Andrew Wesley

The Assessment Committee is meeting on Friday (March 4th). Committee's main focus is to look at learning outcomes for Math & Science, and to finish the handbook. Then they will start planning for new assessment tool training. This faculty training will start in fall.

13.2 Distance Education

John Perez

The committee will have their second meeting on Friday (March 4th). They will be working on online instruction workflow. Now that covid is settling down, what can be done for new instructors that want to teach online courses? The goal is to bring a recommendation to the senate for fall, 2022 and beyond. They will also start to work on the next project which is CVC exchange. A question was asked in regard to new hires and their ability to get approved to teach online in the fall. The committee is working on getting something in place.

13.3 Professional Development/Flex Cal

Michelle Smith

Michelle Smith was unable to attend this meeting, however she sent the following committee update:

“The Professional Development/Flexible Calendar committee continues to collect feedback from administration, faculty, and staff through the 2021-2022 survey. If you have not already done so, please take a few minutes to complete this anonymous [survey](#). Your honest answers are greatly appreciated!”

2021-2022 Committee Goals and Self-Assessments

[Curriculum/Tech Review](#) - Sarah Barsness

[Professional Development/Flex Cal](#) - Michelle Smith

[Academic Program Review](#) - Rachel Purdie

[Assessment Committee](#) - Andrew Wesley

[Student Equity and Success Council](#) – Heather Watson-Perez

N/A - Distance Education – John Perez

14. Other Committees

No items in this section.

<p>15. Upcoming Items and/or Action Reminder</p>	<p><u>15.1 1st Meeting of the Month:</u> Academic Program Review – Rachel Purdie Student Equity and Success Council – Heather Watson-Perez Curriculum/Tech Review – Sarah Barsness Guided Pathways Steering Committee – TBD</p> <p><u>15.2 2nd Meeting of the Month:</u> Assessment Committee – Andrew Wesley Distance Education – John Perez Professional Development/Flex Cal – Michelle Smith</p> <p>15.3 <u>Other</u></p> <p>March 14:</p> <ul style="list-style-type: none"> • Updates from the SCC OER Liaison - Atticus Frey (Librarian and Campus OER Liaison) • Fundraising Campaign - Erin Duane & Rebecca LaCount • Updates to Senate By-Laws <p>March 28:</p> <ul style="list-style-type: none"> • Addition of Men’s Soccer as Intercollegiate Sport-Fall, 2022 - Erik Visser- Athletic Director <p>Other Spring Meetings:</p> <ul style="list-style-type: none"> • Senate Elections (March) • Evaluation of the Hiring Process • Taskforce Update: Return to Campus – Josh Scott (March)
<p>16. Adjournment</p>	<p>Senator Wesley motioned to adjourn the meeting; Senator Scott seconded the motion; motion carried.</p> <p>Meeting was adjourned at 4:59pm.</p>

ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM VIA ZOOM UNLESS OTHERWISE NOTED.
 March 14, 2022
 March 28, 2022
 April 18, 2022
 April 25, 2022
 May 9, 2022
 May 16, 2022 (Tentative)