



ACADEMIC SENATE

MINUTES

Monday, September 12, 2022

Hybrid Meeting

(Denis Honeychurch Boardroom, Room 626 & [Zoom](#))

3:00 – 5:00pm

1. Call to Order/Land Acknowledgement

Academic Senate President Josh Scott called the meeting to order at 3:01pm.

VP Williams read the Land Acknowledgement Statement.

2. Roll Call

Academic Senate Officers:

President

Josh Scott (2022-2024)

Vice President

Rebecca LaCount (2022-2024)

Secretary/Treasurer

Erin Duane (2021-2023)

Past President/Ex-Officio

LaNae Jaimez (2022-2024)

Academic Senate

Mathematics & Sciences

Jim Long (2021-2023)
Randy Robertson (2022-2024)

Liberal Arts

Michael Reilly (2021-2023)
Jose Cortes (2022-2024)

Applied Technology & Business

Erica Beam (2021-2023)

Counseling

Kelvin Cheah (2022-2024)

Social & Behavioral Sciences

Lauren Taylor-Hill (2021-2023)
Anthony Ayala (2022-2024)

Full-Time Senator At-Large

Erin Duane (2021-2023)
Cristina Young (2022-2024)

Health Sciences

Vitalis Enemmuo (2021-2023)
OPEN (2022-2024)

Adjunct Senator At-Large

Rhuenette Alums (2021-2023)

Ex Officio:

Academic Program Review Chair

LaNae Jaimez (Fall 2022-Fall 2024)

Distance Education Chair

John Perez (2020-2023)

Curriculum/Tech Review Chair

Sarah Barsness (2020-2023)

Student Equity & Success Chair

OPEN (2021-2024)

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|------------------------------------|---|
| | <p>Christina Taliaferro (Administrative Assistant)</p> <p>Guests: Celia Esposito-Noy (Superintendent-President) David Williams (Vice President of Academic Affairs) Lisa Neeley (Vice President of Student Services) Melissa Reeve (Interim Dean of Research and Planning) Neil Glines (Dean of Liberal Arts) Atticus Frey (Learning Resources Faculty)</p> <p>Absent: Andrew McGee (Senator for Applied Technology & Business) Andrew Wesley (Adjunct Senator At-Large) Michelle Smith (PDFC Chair)</p> |
| 3. Agenda Approval | <p>Senator Cheah motioned to approve the September 12, 2022 agenda; Senator Taylor-Hill seconded the motion; motion carried.</p> |
| 4. Approval of Minutes | <p>Senator Young motioned to approve the August 22, 2022 minutes; Senator LaCount seconded the motion; motion carried.</p> |
| 5. Comments from the Public | <ol style="list-style-type: none"> 1. Senator LaCount announced that the deadline for scholarship donations has been extended to September 26th. She also shared that the scholarship recipient from last year was awarded an internship with the Fairfield Sewer District and will be shadowing an engineer. 2. Heather Ringo (English & Tutoring Faculty) submitted a public comment stating her concerns about the recent phishing email. |
| 6. AS President Update | <p>AS President Josh Scott</p> <p><i>6.1 Vacant Academic Senate and Sub-Committee Positions:</i></p> <ul style="list-style-type: none"> • <i>Health Sciences: Senator</i> • <i>Academic Program Review Committee: ATB Representative</i> • <i>PDFC Committee: Part-Time Faculty</i> • <i>SESC Committee: Coordinator/Chair</i> <p>The Health Sciences Senator position was officially filled by Robin Sytsma. The other positions are still open.</p> <p><i>6.2 Fall Plenary – November 3-5, 2022</i> Faculty members who are interested to attend should inform AS President Scott.</p> <p><i>6.3 ASSC Senate and Elections Promotion</i> Faculty is asked to encourage students to get involved.</p> |

**7. Superintendent-
President Report**

6.4 Best Practices for Hybrid Senate Meetings

Everyone is encouraged to turn their cameras on via Zoom to help with general communication during hybrid meetings.

6.5 Tenure Tea

Tenure Tea will take place at 3pm on October 11th on the Fairfield Campus. This event will honor distinguished faculty (2020, 2021, 2022), tenured faculty (2020, 2021, 2022), professor emeritus, and newly hired faculty.

6.6 Update on SEA Plan

Groups that were identified to receive a special focus were African American students, Latino students, and 1st generation students. Smaller taskforces have been formed to focus on specific metrics.

6.7 Update on DE Support

The DE committee is advocating for a full-time DE coordinator to better meet our needs.

6.8 Modified Hiring Prioritization Process

The deans provided feedback about the proposed hiring prioritization process and the agreement is that further collaboration is needed to move forward. There may be less hiring taking place this year, so it could be a good year to put a revised process in place.

6.9 Other

Celia Esposito-Noy

S/P Esposito-Noy addressed the recent phishing email test. All community colleges in the state are required to do this. This test was part of an audit and was intended to ensure that we have secure measures in place so that we can continue to receive federal funding. No names were tracked as part of the data collection. Further explanations about the process were provided by VP Wheet and Jim Petromilli, Interim Chief Technology Officer. The content of the email was created by a 3rd party company who was hired to conduct the test. The results showed that approximately 21% of people clicked on the email. Only about 4% of people gave away personal information. This type of test will take place again, and Solano has given feedback to the company about concerns regarding the nature and content of the narrative used in the email.

Requested Amendment by Senator Rhuenette Alums (September 26th Academic Senate Meeting):

Senator Alums expressed her opinion about the phishing email test. She is very concerned and offended about the dress code narrative that was chosen by the 3rd party company due to the obvious body-shaming

references towards women of color. She feels that many narratives could have been used, but the fact that such an insensitive topic was chosen goes against SCC's efforts to create equity and diversity. Senator Alums explained that she is on board with the attempts to protect our network, but the narrative was insensitive and inappropriate. She requests that the company is made aware of these concerns.

S/P Esposito-Noy encouraged people to participate in the 10-week Brightsity compassion program.

8. VP of Academic Affairs Report

David Williams

The college submitted a Guided Pathways "Acknowledgement of Assurances" form attesting to our participation in programs such as the SEA program, Zero Textbook program, Strong Workforce Program, and others. The chancellor's office wants to know that we are integrating efforts across the college prior to receiving the next allotment of Guided Pathways funds. The goal is to work together and support each other as we continue to seek improvements at the college.

9. VP of Student Services Report

Lisa Neeley

The 3-year Student Equity Plan is due November 30th and is on track with a taskforce and several workgroups formed to address each aspect and metric of the plan.

Solano will be part of the National Assessment of College Campus Climates survey through our membership in USC's Center for Race and Equity. This is an annual census survey and every enrolled student over the age of 18 will be given an opportunity to participate in the survey. For Solano, the survey will start on September 27th and will collect data for 4 weeks. Faculty are asked to encourage students to participate. The results along with a report and recommendations will be available in summer 2023. Survey questions focus on campus climate issues related to ace and equity related issues.

ASSC elections will take place September 26-29. We are still looking for additional senators. Faculty are asked to encourage students to participate.

Solano is hiring a Director of Outreach. Interviews are happening this week.

Solano is also hiring a Dean of Financial Aid. This position will provide more support for increasing state and federal regulation.

**10. Consent Agenda –
Action Item**

The chancellor’s office has granted funds to colleges to support LGBTQ+ student services and programming. We just submitted the application and will start campus-wide discussions soon. An LGBTQIA+ student club has already been started, which is great news.

10.1 Appointed to Interview Committee for Early Learning Center
Supervisor
Amy Obegi

10.2 Appointed to Measure Q Advisory Committee
Andrew McGee

10.3 Appointed as peer reviewers for Social and Behavioral Sciences
Anthony Ayala
Sabine Bolz
Thomas Bundenthal
Jose Cortes
LaNae Jaimez
Tonmar Johnson
Douglas Mungin
Rachel Purdie
Tasha Smith
Lauren Taylor-Hill
Heather Watson-Perez

10.4 Appointed to Interview Committee for Learning Resource
Technician
Erin Duane

10.5 Appointed to Safety Committee
Saki Cabrera

10.6 Appointed to Academic Calendar Committee
Lauren Taylor-Hill
Michelle Smith

10.7 Appointed to Interview Committee for Elementary
Education/Child Development Family Studies position
Tony Ayala
Sheila Smith
Tasha Smith
Amy Obegi
LaNae Jaimez

Senator Robertson motioned to approve items 10.1 through 10.7;
Senator Taylor-Hill seconded the motion; motion carried.

11. Action Items, Including Items Removed from Consent

11.1 Resolution 09.12.2022: State of Emergency – [See Attachment](#)
Josh Scott (5 minutes)

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

12. Information/Discussion Items

[*Meeting Preparation Notes from AS President Josh Scott*](#)

12.1 Hi-Flex vs. Hybrid vs. Synchronous vs. Asynchronous Instruction
John Perez, Neil Glines

John Perez presented the following [slides](#) to introduce the topic of hyflex. Dean Neil Glines would like to determine if there is a need for hyflex at Solano and what is required to move forward. Further discussion included the following points and questions:

- Hyflex would not be a good option for in-person labs
- Hyflex includes several variations, i.e. students have the option to attend in-person or watch a recording at a later time.
- Does it make sense to invest in 1-2 classrooms that could work for hyflex?
- Classes with a robust online class would work best for this type of model.
- The interest in online courses is not necessarily due to covid, but because students need flexibility.
- How is this different than making a video? The teacher is always in the classroom, but students can choose how they want to participate. There needs to be a set date and time, but attendance at this location is not required for students.
- Drawbacks could be that the community environment could be lost. For some classes there could be a lack of learning from peers as well as potential technology issues.

It was determined that there is enough interest for Solano to explore the option of hyflex. Next steps include a faculty survey and a collection of data and examples from colleges who successfully use hyflex.

The following people expressed interest in being part of a taskforce to look at technical and support limitations, timeframes, etc.:

- Sarah Barsness
- LaNae Jaimez
- Robin Sytsma
- John Perez
- Michael Reilly

12.2 Low-Cost Textbook Designation (XB 12) - [See Attachment](#)
- [See Attachment](#)

Atticus Frey & David Williams

A survey of 55 colleges was completed. 30 colleges have \$40 marked as their LTC designated number, and only 19 have designated \$50. None of the colleges went higher than \$50. Atticus Frey recommends \$40 for Solano College.

AS President Scott recommended to add an action item to the next senate meeting that indicates the suggested low-cost textbook designation for Solano. Senators are encouraged to talk to colleagues and students about a proposed amount of \$40 for low-cost textbooks.

Every college was given the opportunity to access funds towards implementing a ZTC pathway program. This program is called Nova and consists of 3 phases.

- Phase 1 funding is \$20,000
- Phase 2 funding is \$200,000 which can be applied for multiple times for different programs
- Phase 3 funding is \$180,000

Solano can claim the \$20,000 (phase 1) as long as we have a plan in place. The same is true for phase 3. Further discussions will continue to determine how to spend these funds. Senator Taylor-Hill will work with Atticus Frey on these initiatives before coming back to a future senate meeting.

13. Sub-Committee Reports

13.1 Academic Program Review

LaNae Jaimez

LaNae Jaimez recognized the current committee members and stated that a representative from ATB is still needed. The committee has set goals for the year including the goal of having math and science program review completed this semester. Four program reviews were completed last year that still require feedback from the committee. They are assessing ways to collect/provide the data that is needed to complete program review.

13.2 Curriculum/Tech Review

Sarah Barsness

Meetings have started, but there won't be workshops this semester. The hope is to get back to workshops in the spring. The committee would like to create a taskforce to create an official equity process for curriculum. They will revisit the option for the local GE degree. It has been revised, but the local option needs to be revisited. They would like to proactively work with faculty across departments. Finally, they need student members and a math & science representative.

14. Other Reports

14.1 Guided Pathways Steering Committee

Melissa Reeve

The following report was presented:

The Guided Pathways coordination team is in the early stages of planning an “in-reach” event (for current students) in early November. The target audience is students who have not yet settled on a program or major, and the goal is to familiarize students with some of the many disciplines, certificates, and degree programs the college offers. We will not attempt to feature all programs at this time but hope to “spotlight” a few programs in each GPS area. We have identified 15 programs we will reach out to but will also put out a general call for any program that wishes to participate. We will ask that faculty in participating programs prepare and present the following: 1. A Zoom session, most likely in the evening, the week of Nov. Oct. 31- Nov. 4; and 2. An on-campus open house demonstration, info session, or activity the week of Nov. 7 – 11. The GPS Team will work to coordinate, organize, promote, and support, the calendar of online and on-campus sessions. These November sessions may establish a blueprint we can build on to include more programs in a Spring 2023 Open House event inviting local high schools.

14.2 Academic Senate Treasurer

Erin Duane

The Academic Senate fund currently has \$11,431.44. The scholarship fund is \$5,750 and consists of 21 donors. 12 donors are from Library & Counseling; 2 are from Math & Science; 5 are from Social & Behavioral Sciences; 1 is from Liberal Arts; 1 is from Health Science. The donation period is open until September 26th.

15. Upcoming Monthly Reports

15.1 1st Meeting of the Month:

Academic Program Review - LaNae Jaimez
Student Equity and Success Council - OPEN
Curriculum/Tech Review – Sarah Barsness
Guided Pathways Steering Committee – Melissa Reeve

15.2 2nd Meeting of the Month:

Assessment Committee – Andrew Wesley
Distance Education – John Perez
Professional Development/Flex Cal – Michelle Smith

16. Adjournment

Senator Taylor-Hill motioned to adjourn the meeting;
Senator Cortes seconded the motion; motion carried.

AS President Scott adjourned the meeting at 4:59pm.

ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN HYBRID FORMAT UNLESS OTHERWISE NOTED.

| Meeting Dates | Meeting Topics & Themes |
|-------------------------|--|
| Fall Semester: | |
| September 26, 2022 | <ul style="list-style-type: none"> • Adjunct Faculty Support – Discussion Item (30 minutes) |
| October 10, 2022 | <ul style="list-style-type: none"> • Hiring Prioritization • Adjunct Faculty Support – Action Item (possibly on 10/24) |
| October 24, 2022 | <ul style="list-style-type: none"> • Hiring Prioritization |
| November 7, 2022 | <ul style="list-style-type: none"> • Accreditation Report – Isabel Anderson, David Williams, Saki Cabrera |
| November 21, 2022 | |
| December 5, 2022 | |
| Spring Semester: | |
| January 12, 2023 | |
| January 23, 2023 | |
| February 13, 2023 | |
| February 27, 2023 | |
| March 13, 2023 | |
| March 27, 2023 | |
| April 3, 2023 | |
| April 24, 2023 | |
| May 8, 2023 | |
| May 15, 2023 | [Tentative Meeting] |