



# ACADEMIC SENATE

## MINUTES

Monday – April 28, 2025

Denis Honeychurch Boardroom, Room 626

[Zoom](#) (889 8621 4078)

3:00 – 5:00 pm

### 1. Call to Order/Land Acknowledgement

AS President Scott called the meeting to order at 3:02 pm.

Amy Dauffenbach read the Land Acknowledgement Statement.

### 2. Roll Call

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

##### President

☒ Josh Scott (2024-2026)

##### Vice President

☒ Rachel Purdie (2024-2026)

##### Secretary/Treasurer

☒ Erin Duane (2023-2025)

##### Past President/Ex-Officio

☒ LaNae Jaimez (2024-2026)

##### Part-Time Representative

☒ Kristieen Rodriguez (2024-2025)

#### **Academic Senate**

##### Mathematics & Sciences

☒ Kristina Ferrebee (2023-2025)

☒ Randy Robertson (2024-2026)

##### Liberal Arts

☒ Jack Schouten (2023-2025)

☒ Glenn Keyser (2024-2026)

##### Career & Technical Education

☒ Chip Reeves (2023-2025)

☐ Toni Seals (2024-2026)

##### Counseling & Ad Hoc Awards Committee Chair

☒ Amy Dauffenbach (2024-2026)

##### Social & Behavioral Sciences

☒ Lauren Taylor-Hill (2023-2025)

☒ Erica Beam (2024-2026)

##### Full-Time Senator At-Large

☒ Erin Duane (2023-2025)

☒ Matthew Schweitzer (2024-2026)

##### Health Sciences

☒ Wanda Butters (2023-2025)

☒ Scott Parrish (2024-2026)

##### Adjunct Senator At-Large

☒ Kristieen Rodriguez (2023-2025)

☒ Andrew Wesley (2024-2026)

	<p><b>Ex Officio:</b></p> <table> <tr> <td> <u>Academic Program Review Chair</u>  <input checked="" type="checkbox"/> LaNae Jaimez (2022-2025) </td><td> <u>Assessment Chair</u>  <input checked="" type="checkbox"/> Andrew Wesley (2022-2025) </td></tr> <tr> <td> <u>Curriculum/Tech Review Chair</u>  <input type="checkbox"/> Jim DeKloe (Interim for Spring, 2025) </td><td> <u>Distance Education Chair</u>  <input checked="" type="checkbox"/> Laura Maghoney (2023-2026) </td></tr> <tr> <td> <u>Professional Development/Flex Chair</u>  <input type="checkbox"/> Nazia Mostafa (2024-2027) </td><td> <u>Student Equity &amp; Success Chair</u>  <input type="checkbox"/> Commodore St. Germain (2024-2027) </td></tr> </table> <p><input checked="" type="checkbox"/> Christina Taliaferro (Administrative Assistant)</p> <p><b>Guests:</b>  David Williams (Vice President of Academic Affairs)  Lisa Neeley (Vice President of Student Services)  Dean Jose Cortes (Career &amp; Technical Education)  Interim Dean Murrell Green (Counseling)  Dean Tony Zitko (External Programs)  Dean Joe Ryan (Math &amp; Science)  Dean Sandy Lamba (Social &amp; Behavioral Sciences)  Claudia Tenty (Director of Information Services)  Atticus Frey (ZTC Coordinator)</p>	<u>Academic Program Review Chair</u> <input checked="" type="checkbox"/> LaNae Jaimez (2022-2025)	<u>Assessment Chair</u> <input checked="" type="checkbox"/> Andrew Wesley (2022-2025)	<u>Curriculum/Tech Review Chair</u> <input type="checkbox"/> Jim DeKloe (Interim for Spring, 2025)	<u>Distance Education Chair</u> <input checked="" type="checkbox"/> Laura Maghoney (2023-2026)	<u>Professional Development/Flex Chair</u> <input type="checkbox"/> Nazia Mostafa (2024-2027)	<u>Student Equity &amp; Success Chair</u> <input type="checkbox"/> Commodore St. Germain (2024-2027)
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<b>3. Agenda Approval</b>	<p>Senator Butters motioned to approve the April 28, 2025 agenda;  Senator Duane seconded the motion.  The motion passed unanimously.</p>						
<b>4. Approval of Minutes</b>	<p>Senator Duane motioned to approve the April 14, 2025 minutes;  Senator Reeves seconded the motion.  The motion passed unanimously.</p>						
<b>5. Comments from the Public</b>	<ul style="list-style-type: none"> <li>• Jose Cortez announced that the STEAM Discovery Festival is taking place on May 3<sup>rd</sup> from 10:00 am to 4:00 pm on the main campus.</li> </ul>						
<b>6. Announcements</b>	<ul style="list-style-type: none"> <li>• Chip Reeves: Solano’s ATEC department recently hosted the CA Automotive Teachers Conference. 150-200 instructors were in attendance as well as the New Car Dealers Association. The was a great event to showcase Solano and ATEC.</li> </ul>						
<b>7. AS President Update</b>	<p><b>AS President Josh Scott</b></p> <p><i>7.1 Information Services Announcement (Claudia Tenty)</i>  Claudia Tenty, Director of Information Services, announced that FalconNest is now live. Employees are encouraged to explore it and share their feedback—both positive comments and suggestions for improvement. Ideas for default “cards” to include are also welcome.</p>						

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## *7.2 Plenary Recap*

Plenary attendees shared a recap of their experience.

Josh: Plenary was a great opportunity to collaborate with colleagues. It was helpful to hear that other colleges are experiencing some of the same challenges as Solano. It also provided a chance to learn new ideas. One interesting topic was about AI and the growing need to establish campus-wide AI policies. There was a breakout session on AB 1705, which focuses on ‘upscaling’ support for students pursuing STEM majors. Additionally, a resolution was passed in support of part-time faculty. Another resolution addressed the issue of fraudulent enrollments. Resolution 113.01 focused on proposed changes to the Brown Act as it pertains to academic senates. Other resolutions covered topics such as Rising Scholars, parity in lab work and compensation, and more. The Spring 2025 Plenary Resolutions packet is available online on the [Resolutions Process webpage](#).

LaNae: Some of the most interesting information shared involved upcoming changes related to transfers and ADTs. One impactful session focused on AI, highlighting the clear need for related policy work on our campus. It may be valuable to involve students in the development of AI policies. Another insightful session addressed the role of liaisons. While Solano currently has an OER liaison, we should consider providing additional liaisons, such as a part-time faculty liaison and a legislative liaison.

Rachel: One engaging session focused on RSI (Regular and Substantive Interaction), encouraging faculty to emphasize learning outcomes more broadly. Solano appears to be addressing RSI effectively through the DE Committee. Another insightful session explored hiring practices, offering a look at strategies used by other colleges—such as ‘cluster hiring’. A highlight of Plenary was the unanimous vote in favor of the resolution on sanctuary campuses, which was approved by acclamation.

## *7.3 Department Chairs*

The taskforce is meeting on Wednesday, April 30<sup>th</sup>. Work is still being done on the MOU.

## *7.4 Senate Elections*

Self-nominations are due on April 28<sup>th</sup> at 5:00 pm. School elections are moving along as well. Positions that are not contested will be voted on by acclamation.

## *7.5 Announcement of Distinguished Faculty (Amy Dauffenbach)*

The nominees for the 2025 Distinguished Faculty Award were Erica Beam, Isabel Anderson, Jeannine Whitesell, and Rennee Moore for full-time, and Phil Petersen and Michael Reilly for part-time.

The 2025 Distinguished Faculty Award winners are Michael Reilly (PT) and Rennee Moore (FT).

**8. Superintendent-  
President Report**

*7.6 Other*

***Kellie Butler***

Dr. Butler was not able to attend this meeting.

**9. VP of Academic Affairs  
Report**

***David Williams***

- We are making accreditation-related progress on RSI and SLO assessments, thanks to the efforts of Laura Maghoney, Andrew Wesley, and LaNae Jaimez. It is crucial for faculty to complete their SLO assessments so the results can be utilized in the fall semester. Completing assessments is not enough—we must also use the data to drive meaningful changes and improvements.
- Second-level interviews are currently underway for faculty hiring, and some positions have already been filled.
- Earlier this month, a Credit for Prior Learning (CPL) workshop was held. A new recommended procedure was introduced, and we may update Solano’s CPL process accordingly. While it is important for counselors to recommend CPL to students, faculty can also support this effort by staying engaged with student outcomes. We are encouraged not just to mention CPL, but to actively promote it. CPL presents a valuable opportunity to attract prospective students, especially working adults.
- Applications are currently being reviewed for the Assessment & Program Review Coordinator positions.

**10. VP of Student  
Services Report**

***Lisa Neeley***

- Commencement will take place on May 22 at 6:00 PM. Faculty are encouraged to participate and assist. Currently, approximately 400 students have registered. Snacks will be available in the baseball clubhouse for participating faculty.
- Solano qualifies as a Hispanic-Serving Institution (HSI), making us eligible to apply for federal grants. A task force will be formed to explore what this HSI designation truly means and how we can leverage it to better support and serve our students.
- Solano is also eligible for designation as a Black-Serving Institution, as we meet the 10% Black student population requirement. This designation also comes with potential grant opportunities.
- Solano has launched a “care team” called BRIDGE (Building Relationships, Intervention, and Development for Growth and Equity) to triage students of concern. A dedicated email address, [bridge@solano.edu](mailto:bridge@solano.edu), has been created to allow employees to refer students facing academic, behavioral, or other challenges. The team will then assess the situation and connect the student with appropriate support services, such as academic counseling, basic needs assistance, or behavioral health support. This

	<p>initiative does not replace the Early Alert program, which remains focused solely on academic interventions.</p> <ul style="list-style-type: none"> <li>• The Student Equity &amp; Achievement (SEA) Plan 3.0 is due November 30 and will remain in effect through 2028. The current equity plan is wrapping up. For SEA 3.0, data is being reviewed, feedback is being gathered and focus groups will be formed. More information will be shared at the May 12 Academic Senate meeting.</li> <li>• Student Services board policies and procedures are currently under review. While some require only brief updates, others are undergoing a more in-depth review over the next month.</li> <li>• April is both Arabic Heritage Month and Pride Month. Several programs and events have been held in celebration. Also, additional staff has been added to support the Pride Center.</li> <li>• The 4th Annual EquityFest will take place on Friday, May 2. The keynote speaker is Lasana Hotep from UC Berkeley. Sessions will cover a range of topics, including SLOs, relationship-building, Zero Textbook Cost (ZTC) initiatives, and a panel discussion about the Solano to Montgomery trip. Everyone is welcome!</li> </ul>
<b>11. Consent Agenda – Action Item</b>	<p><i>11.1 Appointed to the Dean of Counseling Hiring Committee</i>  <i>Kristieen Rodriguez</i>  <i>Erika Black</i>  <i>Malorie Branch</i>  <i>Rebecca LaCount</i>  <i>Amy Dauffenbach</i></p> <p><i>11.2 Appointed to the Director of Facilities Hiring Committee</i>  <i>Tony Ayala</i>  <i>Doug Green</i></p> <p>Senator Keyser motioned to approve items 11.1 and 11.2;  Senator Dauffenbach seconded the motion.  The motion passed unanimously.</p>
<b>12. Action Items, Including Items Removed from Consent</b>	<p><i>12.1 Request by voting members of the Academic Senate to participate remotely due to “Just Cause” or “Emergency Circumstances”.</i>  No voting members of the Academic Senate requested to attend remotely due to “Just Cause” or “Emergency Circumstances”.</p> <p><i>12.2 Approval of <a href="#">2025-2026 Academic Senate Meeting Calendar</a></i>  <i>Josh Scott</i>  The Academic Senate meeting calendar for 2025-2026 has been drafted. There are no concerning dates.</p> <p>Senator Keyser motioned to approve item 12.2;  Senator Butters seconded the motion.</p>

**13.  
Information/Discussion  
Items**

The motion passed unanimously.

**13.1 Dual Enrollment Taskforce Recommendations**

*Josh Scott*

The document, [“Dual Enrollment Taskforce - Recommendations made at March 12, 2025 Meeting”](#) was reviewed and discussed. It is important that faculty and administrators are aligned on this topic. Other discussion points included the following:

- Could it be feasible to establish an early college program at the Vallejo Center? In the past, space limitations have been a concern. Any future discussion would need to involve the school district. In addition to the program in Fairfield, Vacaville currently offers some college classes on a high school campus.
- A focus on dual enrollment in Vallejo may be especially beneficial in reaching prospective students in the local community.
- CTE programs could be a strategic avenue to engage high school students who might not otherwise consider attending college. Career exploration opportunities may help attract these students.
- Are we truly reaching the students who would benefit most from traditional dual enrollment programs? The ECHS program on the Fairfield campus already has limited enrollment and may not serve Solano’s broader student outreach goals.
- It may be helpful to reference dual enrollment in the upcoming SEA Plan.
- High school counselors will play a key role in promoting dual enrollment to all students, not just those enrolled in honors or AP courses.
- Professional development will be necessary for faculty who are interested in teaching dual enrollment students.
- It is important to consider the various models of dual enrollment, as each has its own unique processes and implications.

**13.2 [Program Review Updates & Discussion](#)**

*LaNae Jaimez*

LaNae Jaimez, Academic Program Review Committee Coordinator, provided an update on the Academic Program Review for Spring 2025, including the review schedule, details about the streamlined process, planned improvements, and committee needs.

**13.3 ZTC Update**

*Atticus Frey*

- Utilizing our second ZTC grant, the following programs will transition to ZTC: Business, Economics, and ASL.
- A faculty survey is being conducted to assess understanding of ZTC and gather input on topics such as how to effectively promote ZTC courses

<p><b>14. Sub-Committee Reports</b></p>	<p>to students. A panel discussion focused on cost reduction—featuring both faculty and students—is planned for the fall.</p> <ul style="list-style-type: none"> <li>• The program pathway website currently features Anthropology and Spanish as ZTC program pathways. However, not every course in these pathways will be ZTC; at least one ZTC course will be available in each.</li> <li>• Courses that do not require a textbook but do require supplies can still be considered ZTC. Additional costs should be clearly communicated to students.</li> <li>• The ZTC webpage is currently undergoing a redesign.</li> <li>• At a recent Student Material Cost Reduction Taskforce meeting, discussion topics included the bookstore contract and related issues.</li> </ul> <p><i>14.1 Assessment Committee – Andrew Wesley</i></p> <ul style="list-style-type: none"> <li>• Emails will continue to be sent out with reminders to complete assessments.</li> <li>• Even if budget allocations have been completed, the assessment form still needs to be done. This is helpful to show a connection between resources and the results of the form.</li> <li>• Anyone interested to meet with Andrew should send him an email at <a href="mailto:andrew.wesley@solano.edu">andrew.wesley@solano.edu</a>.</li> <li>• The due date is April 30<sup>th</sup>, but it is important to get assessments done regardless.</li> <li>• The current focus is on fall 2024, but spring 2025 assessments will be coming up soon.</li> </ul> <p><i>14.2 Distance Education – Laura Maghoney</i></p> <p>DE Committee Coordinator Laura Maghoney gave the following report: <a href="#">Academic Senate DE Report - 04/28/2025</a></p> <p><i>14.3 Professional Development/Flex Cal – Nazia Mostafa</i></p> <ul style="list-style-type: none"> <li>• PDFC has received over forty funding requests during the 2024–2025 academic year so far. Committee members ensured that the proposed activities aligned with the college’s mission, accreditation standards, and equity goals.</li> <li>• PDFC is currently conducting a survey to gather feedback on how to improve Flex Cal days at Solano. A reminder email will be sent on Monday, April 28. If you have not already done so, please take a few minutes to complete the survey.</li> <li>• The Request to Present form for the August 8 and 9 Flex Cal has now closed, with a total of 21 submissions received.</li> <li>• Faculty members are encouraged to review their Flex Cal hours in VRC. Contact PDFC (<a href="mailto:pdfc@solano.edu">pdfc@solano.edu</a>) if you are unsure how many Flex hours you have completed for the 2024–2025 academic year.</li> </ul> <p><b>15. Other Reports</b></p> <p>There were no other reports at this meeting.</p>
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<b>16. Adjournment</b>	<p>Senator Parrish motioned to adjourn the meeting;  Senator Dauffenbach seconded the motion.  AS President Scott adjourned the meeting at 5:00 pm.</p>
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**ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN HYBRID FORMAT UNLESS OTHERWISE NOTED.**

### **Monthly Reports**

#### *1<sup>st</sup> Meeting of the Month:*

Academic Program Review – LaNae Jaimez – [24-25 APR Goals & Mid-Year Evaluation](#)

Student Equity & Success Council – Commodore St. Germain – [24-25 SESC Goals & Mid-Year Evaluation](#)

Curriculum/Tech Review – Jim DeKloe (interim) – [24-25 Curriculum Goals & Mid-Year Evaluation](#)

Guided Pathways Steering Committee – Melissa Reeve

#### *2<sup>nd</sup> Meeting of the Month:*

Assessment Committee – Andrew Wesley – [2024-2025 Assessment Committee Goals & Mid-Year Evaluation](#)

Distance Education – Laura Maghoney – [24-25 DE Committee Goals & Mid-Year Evaluation](#)

Professional Development/Flex Cal – Nazia Mostafa – [2024-2025 PDFC Committee Goals & Mid-Year Evaluation](#)

<b>Meeting Dates</b>	<b>Meeting Topics &amp; Themes</b>
<b><i>Spring Semester (2025):</i></b>	
May 12	<ul style="list-style-type: none"> <li>• Due: Sub-Committee Year-End Self-Assessment Reports</li> <li>• Update on Integrated &amp; Strategic Plans (Nathan Rexford and Josh Scott) - 20 minutes</li> <li>• RSI Policy – Action Item (Laura Maghoney) – 10 minutes</li> <li>• DE Handbook – Action Item (Laura Maghoney) – 10 minutes</li> <li>• New SEA Plan – Heather Watson-Perez &amp; Lisa Neeley – 15 minutes</li> </ul>