



**ACADEMIC SENATE
Meeting Minutes
February 1, 2016
3:00 pm – 5:00 pm**

Call to order	The meeting was called to order by Senate president Michael Wyly at 3:00 pm.
Roll Call	<p><u>Present</u> Michael Wyly, President; LaNae Jaimez, Vice President; Erin Duane, Secretary/Treasurer; Amy Obegi; Andrew Wesley; Janene Whitesell; Joseph Conrad; Ken Williams; Lue Cobene; Marivic Macalino; Mark Barrett; Nicolas Cittadino; Nedra Park; Sabine Bolz; Scott Parrish; Joshua Scott; Narisa Orosco-Woolworth; Thomas Bundenthal;</p> <p><u>Guests</u> Celia Esposito-Noy, Superintendent-President Leslie Minor, VP of Academic Affairs Greg Brown, VP Student Services Erin Farmer, Faculty Association</p> <p><u>Absent</u> Jeff Kissinger</p>
Agenda approval	Changes to agenda – VP Ligioso not on campus today so he’s unavailable for the follow up to the budget report (proposed contract w/ ConServ item 11.2) will strike from the agenda. Guest Erin Farmer, President of the Faculty Association, to participate in discussion of item 11.1; request that she present prior to action item 10. Senator Conrad motioned to approved; Senator Bolz seconded; motion carried.
Approval of Minutes	A motion to approve minutes from 11/16, 12/7 and 12/14 AS meetings; motion seconded; no discussion; unanimous decision to approve; motion carried.
Public Comments	None
AS President Update 6.1 ASCCC	<p>On-going reminders and updates from ASCCC, including upcoming events:</p> <ul style="list-style-type: none"> ▪ ASCCC Accreditation Institute is scheduled for February 19-20 in San Diego; President Wyly urges the College to send representatives from steering task force. ▪ ASCCC Academic Academy on March 17-19 will be dedicated to Student Equity and Student Success. President Wyly will forward a draft of the agenda to senators and urges the College to send a representative team. As a member of the state-wide committee on Transfer, Articulation and Student Success, he will be attending and facilitating. ▪ April 21-23 is the ASCCC Spring 2016 Plenary session. President Wyly, VP Jaimez and Senator Cittadino will be attend.

6.2 Peer Review Task Force

There are no updates at this time.

6.3 Bachelor's Program Update

Last week President Wyly, Professor Jim DeKloe, Dean of Math/Science John Yu, and Curriculum Chair Curtiss Brown attended a full-day meeting on the baccalaureate pilot program at the Chancellor's Office to discuss curriculum and what upper division curriculum, GE and CORs should look like, including the proposed approval process the CCCC will use to approve upper division coursework. President Wyly argues for a GE Steering Task Force to coordinate upper-division GE efforts. President Wyly suggests that the next steps include putting together curriculum (GE model and discipline specific); will pursue aggressively. President Wyly will work with Curriculum Chair Curtiss Brown on using existing curriculum procedures per our handbook to propose changes for the AS to consider for the approval of upper division coursework. Will be on next agenda so AS can provide Curriculum Committee with procedures going forth. These changes will be included in the forthcoming substantive change report (SCR), as evidence that AS is looking forward from a curriculum side. Baccalaureate Steering Group met; in attendance was Mike Feeno, former bio-tech faculty and present dean, from partner school Mira Costa in San Diego. Now interim Dean of Math and Science, he will continue to operate as one of the leads on the program. Feeno provided overview and sub-divisions of SCR (application processes, student services, equity in application and review processes, etc.) Also discussed outcome assessment which will be a requirement of AACJC. Was asked if Mira Costa is at the same level in terms of the substantive change process; they did get their SCR in and it was approved by AACJC; other 14 colleges have already submitted SCR but not necessarily developed COR. Dr. Minor added that commission would like to see for a SCR proposal – the prospective from a student – how do you get in, what are you going to do, how do you prepare yourselves to enter, resources, what does four year package look like. Best practice will provide good visual map. AS next step to work with CC to develop a clear rubric of how we can develop a course to determine if it is upper division and what that looks like in the curriculum process.

6.4 Emergency & Part time hiring Policy & Procedures

President Wyly spoke with AVP Larson to see where we are; it will be submitted to the board or appropriate sub-committee by the next board meeting (2/17/2016). No issues with content; only concerns were with formatting, which has been resolved.

6.5 Other

Senator Cittadino presented the International Baccalaureate Credit; AS approved document over a year prior, thus he felt it prudent to revisit reasons for document. Cittadino advised that this document is used for high school students in our area (Armijo is only one participating) to get credit if they score high on the test and is applicable to UC, CSU, and all other CC's but SCC; Nick initiated two years ago; got stuck in another committee so revisiting in hopes to get approval and submit to Board of Trustees. Senate will forward to the office of President and upon approval will go to board. Question – will it apply retroactively; Nick advised no position yet.

Superintendent Report

Superintendent-President Esposito-Noy met with VP of AA and Senate President to talk about faculty positions including three currently advertised (English, Accounting and Communications), and Photo, History, and Theater. Aware of conflict surrounding three recently filled faculty positions in Math/Science. Doing a fiscal analysis to determine how

many more faculty positions we can hire for this coming year. For consideration, look at FON (fulltime obligation number); when you don't hit FON, you pay a hefty penalty – \$72-75K per one FTE you don't meet; in good shape for FON (our FON is 134; was at 155 prior to 18 retirements). Another consideration is the 50% rule – amount of resources allocated to instructional faculty and faculty assistants; SCC currently at 50.3%. Implications when you fall on the “wrong side of the 50%” – must file exemption with chancellor's office which would mean Celia would have to go in front of the board of governors to request, so we do not want to do that. Important to make sure that these faculty positions are instructional positions that will aid us in reaching and exceeding the 50%.

Superintendent-President Esposito-Noy advised that she discussed with Dr. Minor and President Wyly variables of what she is thinking about when looking at the list: how many FT faculty are there currently in each department or program (if there aren't any that is a concern, as you cannot sustain a program or advance it if you are just running with adjuncts). Photo and Theater each need at least one faculty member for each of the programs. In Theater we have one FT on the tech side but not on the directing or acting side; Photo, we will have no FT; History has two FTs. Brings us to eight faculty positions including two math and one science already hired. Understands concerns of lack of faculty involvement in hiring of three adjuncts now full timers, however was advised that in two of the three, faculty were involved in the hiring. We will not be hiring History in this round. For Wednesday's board meeting, the study session will be on budget and she asked Yulian to give a very thorough presentation on budget; he will also speak on the impact of collection of outstanding student fees. Other things she is working on include changing the Chief of Staff position to and Exec Coordinator role/PIO; Wade will be leaving soon and proposing to the board to change that to a VP level; using BS, SSSP and equity funds (as she did at another institution), wants to create a roaming librarian position to assist students at basic skills level, taking college level courses where research projects are required; these students need a different kind of assistance in doing research projects. Having a librarian dedicated to working with a population placing at the basic skills level could roam throughout county, providing additional resources at all three campuses. VP Brown is looking into ways we can do this under the current plans that would allow for creative development in support of a library position. Two counseling positions will be under SSSP.

Comment from senate that the 2 of 3 M/S hires that had faculty approval actually had faculty approval on the adjunct hiring which is significantly different from FT hiring and all the other adjuncts were shut out of the process. Celia realizes this and knows it is not ideal, and is addressing it so that it does not occur again. The right people in the right positions; students deserve an outstanding instructor whether adjunct or FT. Recognizes it's difficult to find adjuncts in M/S; glad that there was faculty involvement at least in the adjunct process so that these were not emergency hires with no faculty involvement, which would have been even more challenging.

Board agenda topics for next week – for discussion on VA center – still need more data that demonstrates “promises.” Science adding a rooftop observatory to support strong Astronomy program; Building 300 **will not** be demolished – can fill it and the new science

building to the max in the next 2-3 years. Graduation ceremony – faculty have a key role to play. Has a few things she wanted to share with AS:

- Whoever announces names must be able to properly pronounce ALL student names
- Faculty roles will be to focus on students and allow faculty to be visible to honor the students and for the students to honor faculty; that is the relationship that gets students through to graduation

VP of Academic Affairs Report

Dr. Minor advised that Robert Gabriel recently attended a 40-hour training on sexual violence and harassment prevention and awareness; he will act as the Title IX Officer. Title IX much bigger than equality in sports; covers sexual harassment and violence, gender discrimination, unequal pay, pregnancy discrimination, and unequal distribution of athletic resources, admission and financial aid. Robert has been tasked to keep SCC in compliance with all Title IX policies/procedures and with the Kerry Act which asks SCC to prepare annual campus security reports, identify and train campus security authority, establish definitions of crimes, provide timely warnings of crimes that threaten the campus, awareness of processes, and establish victim's rights. Will see a lot more information on these subjects; will offer training to insure compliance. Reason so critical to faculty is that it applies to incidents that occur *off campus* involving faculty, students and staff. If a faculty member is made aware of such an incident occurring off campus, it is a Title IX requirement that it be investigated. Work to combine Title IX and equity to connect dialogue. Celia advised that a person from HR has been tasked with putting together training.

Sub Committee Reports

9.1 Basic Skills

BSI Coordinator Josh Scott advised that the committee met once; two main issues – developing first-year experience coordinator and realizing that BS needs to work closely with assessment, counseling, academic affairs and student counseling. Big change is English Department on 12/4/2015 voted to begin using multiple measures in earnest. In the past have used Accu-Placer as a method to place student; of the Fall 2015 students who took Accu-Placer, only 18 placed at English 1; rest assessed at basic skills classes. When broken down by race, it gets disproportionate – for example, 11% of black and 20% of white students placed at English 1 level. Feel Accu-Placer is not accurate (17% predictive ability) whereas a high school GPA has an 88% predictive rate for placement. English Department moved to use multiple measures – students with a 2.7 GPA in their junior/senior year English courses are automatically eligible for English 1; looking to expand eligibility for incoming students in English 1 dramatically. Other schools that implemented this, notably Long Beach Community College, have quadrupled access for students and saw no decrease in success in these classes. Plan to increase student outreach to high schools to insure accurate placement of students. President Wyly advised that he's working with AA and Kelly Penwell with regard to AB288 to build bridges with basic skills and will reach out to BS sub-committee for an appointee to serve with that team to insure we are connecting the dots.

9.2 Curriculum

Curriculum Chair Curtiss Brown advised they had the first meeting last week; approved 28 courses and one program; got Art sorted away with unit values – now tied together so they can cross-list without any misunderstandings about unit values. Also working to develop a rubric of upper division courses. Have a program review scheduled – wanted

clarification on when curriculum review is; advised that it is the next academic year. Curriculum for option A general education – will additional classes be added? In preliminary review right now; awaiting approval of courses from UC/CSU; once approved, will bring them back to present to the departments and determine if they choose to add them to the options. Is there a timeline? Brown advised they hope to have it completed this semester – follow up – will it be available at SCC? Brown advised have not crossed that line yet.

Action Items

10.1 Hiring Process for Math/Science and AS Recommendations

Senate reviewed resolution at the last meeting and deferred taking action in order to solicit input from their constituencies and to propose changes to language in the resolution. Andrew requested that the word “negligently” be removed from the document. President Wyly brought the document up on the screen and asked for any changes to each “whereas.” Senator Whitesell motioned to approve document with negligent removed; Senator Cittadino seconded. There was discussion about wording – another wanted to add “perhaps negligent.” Suggested to add another “whereas” that highlighted the negative effects of circumventing the process for hiring and worked as a group to word the passage. Failure of the college to monitor the hiring for the adjunct faculty load resulted in numerous consequences to the college including the elimination of sections of classes in all schools, affecting FTS apportionment and student success; access to courses by vulnerable students such as prison population; elimination of faculty participation in hiring process; other denial of M/S adjuncts contractual right to interview for positions; and faculty morale implications. Vote to amend adding perhaps negligent and some felt it was too vague with perhaps. Voted and nays won. Resolution to add additional “whereas” was brought to a vote and carried unanimously; will go to board for review (though next scheduled session is study session and President Wyly will not be giving a senate report). Will keep senate advised of response when received.

10.2 Proposed Action in Support of President Wyly’s Letter to Board of Trustees re ConServ contract

VP Ligioso is not available to present agenda item 11.2, and this agenda item is directly correlated to that discussion. Motion on table to defer to the 2/22 meeting; seconded and motion carried. President Wyly reminded the senate that they had deferred this topic twice but he has only received feedback from one senator, so a decision needs to be made.

10.3 Flex-Cal

Senator Whitesell sent FlexCal form two meetings ago for review; looked at guidelines for flex calendar options and they listed instructional improvements, student improvements, and staff improvements. There are six different optional forms circulating on campus; a different form based on each activity (i.e., conference, workshop, and other). Would like to see reason for non-approval for further conversation if needed. Discussion of due dates, particularly for conferences not scheduled until after the deadline. President Wyly advised that it was agreed with AA to follow the CCCCO/ASCCC guidelines, but we need a form that points to that document if we are earnest about adopting. Should form pass through senate, President Wyly will make available to office of AA; will want to get approval by deans then circle back to senate. Senator Cittadino asked who approves; Dr. Minor advised that it is an internal form with a state function. Task force is tasked with developing form that connects to CCCCO/ASCCC guidelines; need to keep focused on that. Motion to approve form was seconded; motion passed.

Discussion Items
*11.1 Block Scheduling
and Calendar & AS
Roles*

Senator Obegi had a few suggestions – wanted to add student equity to diversity and that A-K should be alphabetized

Senator Bolz advised that intention is to keep form simplistic (original really detailed); Dr. Minor suggested including a URL to detailed document and to have HR review. Vote called to approve form as amended and after implementation, revisit in one academic year. Motion passes.

President Wyly provided background of dialogues around block scheduling for next academic year. Erin Farmer discussed history and provided hand out on MOU union’s role for block scheduling and the process by which implementation would take place and would engage district academic senate representatives and association representatives to form a task force to implement block scheduling and compressed calendar. Appointed representative was to make clear support of the exploration of block scheduling, however by time meeting took place was advised by administration that it was “no go.” At Flex Week, they were given drafts of block scheduling to be implemented. Concerned that without input from Senate and Faculty associations that there may be problems with both pedagogy in terms of scheduling on the senate side and under the purview of the association scheduling of faculty and patterns of scheduling and workload.

Dr. Minor advised that it’s unfortunate that block scheduling and compressed calendar are two different concepts and probably should not be grouped together. The “no go” was for the compressed calendar which requires more significant and complicated discussion (and up to 3-year process, involving more than an 8-person task force and requiring state involvement). Block Scheduling probably should have been stated as “consistent start time scheduling” – not looking to disrupt workload in any way. Put forward Flex-Cal with a question to our deans asking if they could have a discussion in their schools regarding a consistent start time so that students can get a full schedule if they need it; can also free up rooms, There are many classes that don’t fit into a consistent start time (i.e. classes with labs such as science, art, nursing, etc.); mainly looking for a consistent start time for 3-unit lecture courses (anchor times).

Request from Senator Obegi that they consider M/W and T/TH classes, as some students don’t want to schedule classes for a full week (Friday). Senator Conrad advised of the confusion his school has experienced as they have many lab classes and asked that Dr. Minor send an email explaining that what they are hoping to include in block scheduling are those 3-unit lecture courses. Senator Bolz would like directives on scheduling and how teaching at the five sites will be coordinated/streamlined and how it will impact faculty. Would be helpful to have a pattern of scheduling at sites; no idea what we are competing with in terms of schedule building. Fill rates? Cancellation considerations? Senator Whitesell asked if the push is to go to M-TH classes, will we increase Fri/Sat classes to optimize classroom on Fridays. Anchor scheduling can result in greater attendance in evening classes; also there has been a suggestion that Friday be set aside as a meeting day. President Wyly advised that whatever the decision for scheduling, take into account remote campus needs – not necessarily the same as the

main campus. Dr. Minor gave an example of block scheduling at another school – all classes fell into a two hour window – for instance 9:00 to 11:00; classes that did not need the full two hours could start at another time, but needed to be over by 11. This maximized the ability for students to schedule consistently but did not maximize class space. S-P Esposito-Noy advised that we need to determine what we are trying to accomplish, list those out and then devise a strategy. One senator wanted to remind that athletes need to have classes between 8-noon and asked that be taken into consideration. President Wyly solicited a volunteer from the senate to be on the task force.

11.2 Follow up on Budget Report regarding ConServ

VP Ligosio was not available for Senate meeting so discussion on this topic is deferred until he can be available to answer questions.

11.3 Follow up on Dual Enrollment & HS Outreach

Senators were asked to submit their questions to President Wyly. As yet he received none, so nothing further to report. Senator Obegi asked if there are requirements for the number of students enrolled; does it have to be a full class?

Next Meeting

The next meeting is scheduled for February 22, 2016

Adjourn

Senator Williams moved to adjourn and Senator Conrad seconded.
