



ACADEMIC SENATE
Draft Minutes
May 2, 2016
3:00 pm – 5:00 pm

Call to order	The meeting was called to order by Senate president Michael Wyly at 3:04 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; Joshua Scott; Ken Williams; Lue Cobene; Marivic Macalino; Mark Barrett; Nicholas Cittadino; Sabine Bolz; Allison Bolton; Tom Bundenthal; Josh Scott</p> <p><u>Guests</u> Celia Esposito-Noy, Superintendent/President Leslie Minor, VP of Academic Affairs Jim Petromilli, Consultant</p> <p><u>Absent</u> Jeff Kissinger</p>
Agenda approval	A motion to approve the agenda was moved, seconded and agenda was approved.
Approval of Minutes	There were no minutes to approve.
Public Comments	There were no comments from the public.
AS President Update <i>6.1 ASCCC Updates</i>	Nick, LaNae and Michael attend Plenary; MW circulated results of the session; Michael presented on disenfranchised students. LaNae advised that she attended an informative session on AB288, the results of which she will share with the group; forthcoming legislation including the mental health counseling bill which may be of special interest to SCC. ASCCC held elections for statewide officers; Michael recommended to the senators to apply for statewide service, and ASCCC is currently accepting self-nominations. Coming in July – ASCCC Curriculum Institute – will send a team to the meeting, including faculty leadership, curriculum support staff and administration.
<i>6.2 Peer Review Task Force Recommendations</i>	Forwarded to the negotiations team; are currently under review. MW was asked to attend the Faculty Association meeting to clarify; will report out at next senate meeting.
<i>6.3 Program Discontinuance</i>	Worked with discipline faculty to identify who in faculty will be appointed to an evaluation committee for the discontinuance procedure; awaiting request being advanced to CC by VPAA.

<i>6.4 Curriculum Process for Change in Class Size</i>	Appointees are needed and process needs to start; CC has approved multiple courses which require the review of the workload committee. Workload committee has not formed yet so delay in process affecting course changes. Need to have apparatus in place to ensure timeliness; MW reached out to Faculty Association and Academic Affairs
<i>6.5 Graduation Updates</i>	Identified marshals for Commencement – LaNae, Nick, Amy and Allison; MW will be grand marshal. If senators have not gotten your regalia, check with Thomas Trujillo.
<i>6.6 Flex-Cal</i>	MW suggested that Senate work with administration to develop a Flex Cal plan. Will be addressing the approval form in Action items.
<i>6.7 Brown Act / 10+1 Workshop @ SCC</i>	Has been discussed in the college governance counsel; MW has been aggressive in identifying what 10+1 is and insuring part of the message in other arenas; Priority of SCC; would like to do a Brown/10+1 refresher as part of Fall joint meeting for senate, its subcommittee chairs, administration and interested faculty and staff.
<i>6.8 Other</i>	No additional topics
Superintendent Report	<p>Thanks for patience during security/data breach. An individual received a request for information including SSAN's and W2 info into a PDF file; individual thought it was from a supervisor (but was a phishing ID). Reported to computer crime division at Sheriff's Dept. S-P is working with our insurance company for coverage of computer crimes. Working to extend ProtectID to everyone. Putting contract together and waiting on access code. SCC will pay for those that sign up for protection. Need to improve protocols. To curtail possible tax return fraud, file a form 14039 (freezes address changes and refund options); requires manual processing. Senator Bundenthal recommended that we notify other community colleges so they can protect info also.</p> <p>Faculty Coordinator positions – working with HR and will report back at next meeting.</p> <p>Hearing for substantive change report by the Commission is scheduled for tomorrow; one faculty asked to attend and was advised not a public forum.</p>
VP of Academic Affairs Report	<p>Dr. Minor advised that if you have a confirmed identity theft, you CAN change your SSN; however, all data will link to the original number.</p> <p>Attended CTE Data Unlock session; a discussion on how to better track CTE students and finding students once they have left. Having a session on 5/18 in Oakland and invites faculty to attend. CC eligible for \$50K grant if we send a team – which includes faculty. Let Laurie know if interested and convey to colleagues.</p>
Sub Committee Reports <i>9.1 Basic Skills</i>	BSI Coordinator Josh Scott conveyed that the BSI committee is winding up business for the end of the academic year. Will have supplemental instructors imbedded in BS English courses (fall 2016); moving toward similar offer in certain math courses; additional focus on multiple measures assessment. Main issue to resolve is identifying a basic skills math coordinator position (and math assessment coordinator and someone

to coordinate supplemental instructor program) as these positions will impact SCC's ability to move forward with timeline shared with CCCCCO.

9.2 Curriculum

Chair Curtiss Brown reported that, in April, CC approved 14 programs and 40 courses – main are Biotech (405, 409 and 410); still waiting on pre-req approvals; meeting next Tuesday to approve the pre-reqs, other 10 Biotech courses and Cosmetology courses. Counseling and Chemistry are also under review.

9.3 Distance Ed

No report

Action Items

10.1 Flex-Cal Approval Form

Changes from last management meeting shared in hand out/pre-read. Dr. Minor discussed final edits. Document needs name of student, name of school and signature line. Sabine feels too much ambiguity at bottom of form (i.e., cut-off dates; can they submit for entire year or just one semester at a time); MW advised for next year's Senate, get form in place and form plan. Motion to accept form in current composition with student name, school and place for dean to sign; seconded; no discussion; motioned passed unanimously.

Discussion Items

11.1 Technology Plan Development

Jim Petromilli (consultant) – in process of developing technology plan; timeline implementation; collecting survey data; developed strategies for moving forward; shared best practices. Will return to first AS meeting in AY 2016-17 with draft of plan for review then return two weeks later for approval. Will be on campus two days per week; hope that the plan becomes part of SCC DNA. Technology as an afterthought can no longer be accepted. STAC – Strategic Technology Advisory Committee. What's best for the college is what's best for any individual department. Mark mentioned that they would like to see an integrated plagiarism checker for inter-disciplinary usage by faculty. Jim will follow up with counseling and basic skills.

11.2 AB 798

Plan needs to be submitted by 6/30/2016; task force feels not feasible given the amount of time needed to meet aggressive deadline. BOT liked idea of saving student costs. As a senate might want to think of other ways we can provide lower cost resources for students for next academic year. Reported at Plenary that there will be more monies available in future.

11.3 Hiring Calendar Process

Timeline – looking at deferring to Fall 2016.

11.4 CTE/Leg Liaison

The state academic senate has suggested two liaisons – one for CTE (including strong work task force; responsible to keep tabs on what is happening at state level and advising local campuses) – Jim DeKloe volunteered to be the CTE liaison for 2016-17. Legislative liaison – web-based resource for legislation; charged with keeping tabs legislatively in California to local AS. Allison volunteered (she is a temp senator; may need a second).

11.5 Elections

LaNae advised of results – adjunct – 2 candidates – 40 votes – Andrew Wesley will continue on as adjunct representative to the senate for the next academic two years. Voted electronically and was more inclusive (more than 3 times as many votes). The

	Senate still lacks one senator-at-large for next two academic years; senate continues to solicit for self-nominations.
<i>11.6 IBA Training Summit</i>	Scheduled for 6/1-2; Celia will be sponsoring and proctored by May Jones, interim VP of HR; MW tasked with identifying faculty to attend; email MW if interested.
<i>11.7 IEPI Indicators</i>	Aspirational goals rolled out last year; first 7 are fiscal; 8-16 already vetted by Basic Skills and decide numbers. Document brought forward to college governance. Asked to identify short and long term goals. Will need to take action to the next college governance board for review.
<i>11.8 Position of VP and PDC</i>	Next week, MW will make recommendations on how senate can function better based on senate consideration/input, arguing for release time associated with the VP position on AS at SCC. Every college MW looked at has some release time associated with the position. Need to formalize and bring PD funds. Shared with PD committee and have support; part of release would be for VP of AS to act as Chair of PDC. Where will time come from (funding)? FA will need to be included.
<i>11.9 Art Program Visiting Art Fund</i>	Reminder that for several years, art department has donated mugs to senate as gifts for faculty who are awarded tenure and distinguished faculty. Art would like us to pay the nominal fee (\$25 per mug). Senate receives a nominal amount per month (\$115) in donations. Recommend that the senate supports the Visiting Art Fund and receive mugs as part of the donation.
<i>11.10 Assessment Schedule</i>	Desire to have a written schedule; developed a program review calendar to be followed by curriculum review.
<i>11.11 Senate review & Recommendations</i>	MW distributed excel sheet of goals and status AS had in AY 2015-2016; goal 18 and beyond are what was agreed at the start of Spring semester. Want senators to review to identify next steps: <i>What have we done; what have we not done; what do we need to do?</i>
Announcements	<ul style="list-style-type: none"> ▪ Dale, Chuck and Gene are stepping down from committees – will be recognized at next meeting. ▪ Greg Brown will give a presentation on student equity and SSSP – on our radar for AY 2016-17 ▪ Distinguished Faculty – have some great candidates and will release after getting adjunct input ▪ Final Senate meeting for 2015-16 school year scheduled for May 9, 2016.
Adjourn	LaNae Jaimez moved to adjourn and Joe Conrad seconded.