ACADEMIC SENATE
Unadopted Minutes
February 26, 2018
Honeychurch Board Room
3:00 pm – 5:00 pm

1. Call to order	In lieu of President Wyly's absence, Vice President Duane facilitated this meeting. Vice President Duane called the meeting to order at 3:06pm.
2. Roll Call	**Academic Senate:** Erin Duane (Vice President/ Secretary/Treasurer), Nick Cittadino, Cristina Young, Terri Pearson-Bloom, Janene Whitesell, Anne Niffenegger, Margherita Molnar, Lauren Taylor-Hill, and Derek Lan.
	Guests: Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), Gregory Brown (Vice President of Student Services) Ferdinanda Florence, Amy Obegi, Kitty Luce, Laurel Potts, and Jacob Hinkle.
	Absent: Michael Wyly (President), Rusty Mayes, Scott Parrish, Lue Cobene, Andrew Wesley, LaVonne Slaton, Rachel Purdie, Jim DeKloe and Erica Beam.
3. Agenda approval	Senator Taylor-Hill motioned to approve the agenda of February 26, 2018 as presented. It was seconded by Senator Molnar. The motion passed unanimously.
4. Approval of Minutes	Senator Pearson-Bloom motioned to approve the minutes of February 5, 2018 as presented. It was seconded by Senator Whitesell. The motion passed unanimously.
5. Comments from the Public	There were no comments from the public.
6. AS President Update 6.1 Request to Interview Full-Time Faculty Serving on a Senate Approved Committee. 6.2 IEPI Framework 6.3 FSA Procedure Update and Clarification through Title Change: To Replace	Due to President Wyly's absence, items 6.1 through 6.3 and 6.5 through 6.11 were deferred at the next Academic Senate meeting on March 5, 2018.

"FSA" With "Minimum Qualifications" 6.5 2018 Plenary Tentative Breakout Session Topics 6.6 DE Taskforce Update. 6.7 Library Update 6.8 ASSC and #Neveragain Inquiry 6.9 Study Abroad at Solano Community College 6.10 Distinguished Faculty Update 6.11 2018 Election – election in March hopefully in voting and looking for replacement or rerunning	
6.2 CSP Tour – the forms are available and provide.	Vice President Duane encouraged senators to complete the CSP (California State Prison) form if interested in attending a CSP tour.
6.12 Academic Senate March 19, 2018 Meeting	Vice President Duane reminded senators that the March 19, 2018 Academic Senate meeting will be held at Vallejo Auto Tech.
7. Superintendent-President Report	S/P Esposito-Noy stated that VP Williams will inquire about Los Rios' study abroad program and share the information the senate. She will also convene with President Wyly regarding this opportunity and possibly inviting a representative from a consortium to speak during a senate meeting. The main campus will implement speed bumps, stop signs, and flashing lights for walkways to increase traffic safety for students and staff. These projects were set in motion in order for SCC to receive additional state funding in the near future for similar projects. The upcoming Flex Cal will include an Active Shooter training. S/P Esposito-Noy had been in contact with Fairfield Suisun School District to inquire about their safety procedures in this type of situation. Also, she addressed safety concerns regarding classroom doors that couldn't be locked from the inside and highly encouraged senators to discuss any safety concerns with their deans. One of the topics she will discuss during her meeting with Lucky Lofton and Lt. Brian Travis will be SCC buildings that needed immediate attention to help ensure students, faculty, and staff safety. The same topic will be included at the next SCC Safety Committee meeting.
8. VP of Academic Affairs Report	VP Williams deferred his report during the Information/Discussion section of the meeting.

9. Consent Agenda – Action Item	There were no items on this section.
10. Action Items, Including Items Removed From Consent	Kitty Luce, a representative from Professional Development Committee, attended this meeting to present the new language incorporated in the PD rubric (see attached document). Senator Cittadino motioned to approve this document as presented. It was seconded by Senator Niffenegger. The motion passed unanimously.
11. Information/Discussion Items	
11.1 Degree Works	Greg Brown, Vice President of Student Services, presented Degree Works. This topic will be included on the upcoming Flex Cal. This system will assist students who would like to change their majors and give them the ability to review different scenarios/options. At this time, majority of the work had occurred behind the scene in preparation for March 12th system test, April 16th "live date", and roll out schedule this summer and fall semesters. A few of challenges that the group recognized through this process were: (a) transfer acceptance, (b) IGETC, (c) double counting, and (d) Banner.
11.2 AB 1985 AP Scores	VP Williams presented AP/BP Advance Placement (see attached documents). The legislation AB 1985 outlined that if a college did not have an AP list that they defer it to CSU scoring. The goal of this update will be to establish procedures consistent with AB 1985.
11.3 Community College Survey of Student Engagement (CCSSE) Introduction, Timeline, and Description	VP Williams stated that CCSSE (Community College Survey of Student Engagement) survey (see attached document) will be administered this semester. This effort was a result of the Accreditation process to help increase student feedback regarding their experience at SCC. The office of Superintendent-President will provide email to faculty. Faculty participation will be randomly selected, this will be optional, and a third party will administer this survey in class.
11.4 Audit Procedures with Admin Recommendations	VP Williams presented AP/BP 6010 Course Auditing and Auditing Fees (see attached documents). He stated that currently SCC had a list of auditable class. The policies will be updated to reflect non-auditable courses and to modify language to reflect Title 5. Students will need to exhaust the repeatability option before they will be allowed to audit a class. VP Williams emphasized the importance of allotting room for "actual" students. He solicited feedback from senators to be forwarded to him as soon as possible.
11.5 BP 4003 Emeritus Recommendations	Senator Young and Senator Lan presented a draft of BP 4003 (see attached document). Senator Young stated that the reference to staff

	process was eliminated. The senators had several input including: (a) item III.2 that faculty with Emeritus status will participate on SCC services by invitation only, (2) the number of semesters and units per semester required for adjunct qualify, and (3) eligibility to audit a class. Additionally, Senator Young and Senator Lan will be convene with President Wyly for more input. This document will be presented at the next Academic Senate meeting for review or/and action.
11.6 SCC Academic Senate Budget Update	Vice President Duane stated that the Academic Senate account received one-hundred-twenty-one dollars donations monthly from faculty/staff. At this time, the account balance was $10,723.21.
11.7 Title 5 Regulation Revision: Academic Record Symbols and Grade Point Average (55023) and Withdrawal (55024)	Due to President Wyly's absence, this item was deferred at the next Academic Senate.
11.8 Senate Position Given Recent Event in Parkland, Florida and the Current #Never Again Campaign	Due to President Wyly's absence, this item was deferred at the next Academic Senate.

12. Reports

12.1 Assessment Committee	Assessment Coordinator reported that there were still departments that have not completed their SLOs on META. As a result, any changes/update will be processed by the Curriculum Committee. The committee will offer two classes at the upcoming Flex Cal, which will include how to map PLOs on META. She attended a SLO symposium that emphasized on how to ignite faculty interest on SLOs, how to start this dialogue, and what processes were working to benefit students. Her contract will be due for renewal at the end of this semester.
12.2 Academic Program Review	Academic Program Review Coordinator Ferdinanda Florence stated that the committee drafted a survey and it will be presented to Academic Senate once finalized. They will be using Survey Monkey for their standardized report especially for online classes. Faculty will have the ability to add questions but not modify/delete exiting questions. She will convene with Amy Obegi to discuss a module for assessment. Lastly, she stated that the Curriculum Committee voted to modify the name of University Studies Liberal Studies of Education A.A. instead of approving inactivation of this program.

13. Other Committees

13.1 Guided Pathways Updates	There were no updates regarding Guided Pathways.

14. Upcoming Items and/or Action Reminder	14.1 Curriculum – Jim DeKloe (1st meeting of the month – 5 minutes) 14.2 Basic Skills – Joshua Scott (1st meeting of the month – 5 minutes) 14.3 Faculty Development/Flex Cal – Michelle Smith (1st meeting of the month- 5 minutes) 14.4 Assessment Committee – Amy Obegi (2nd meeting of the month - 5 minutes) 14.5 Academic Program Review – Ferdinanda Florence (2nd meeting of the month - 5 minutes) 14.6 Distance Education – Erica Beam (2nd meeting of the month - 5 minutes) 14.7 AP 6000 Series 14.8 Strong Workforce 14.9 Curriculum Committee Handbook – Lisa Abbott and Jim DeKloe 14.10 2019-20 Academic Calendar – Joe Conrad 14.11 Food Bank 14.12 New Job Description of BSI Coordinator 14.13 Adjunct Parity and Outreach – Andrew Wesley and Rachel Purdie 14.14 DE Committee Request for Guidance Regarding Technology Survey
15. Adjournment	Senator Cittadino motioned to adjourn the meeting. It was seconded by Senator Whitesell. The meeting adjourned at 4:47pm.

ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN THE BOARD ROOM UNLESS OTHERWISE NOTED:
February 26, 2018
March 5, 2018
March 19, 2018 (Location: Vallejo Auto Tech at 2:30 pm -5 pm)
April 9, 2018
April 23, 2018
May 7, 2018
May 14, 2018

Documents Reviewed at this Meeting
1. PD Rubric language
2. AP/BP 6030 Advanced Placement
3. CCSSE Survey
4. AP/BP 6010 Course Auditing and Auditing Fees
5. BP 4003 Emeritus