



ACADEMIC SENATE

Approved Minutes

November 27, 2017

Honeychurch Board Room

3:00 pm – 5:00 pm

SPECIAL MEETING (Hiring Priorities for 2018-19 AY)

1. Call to order	President Wyly called the meeting to order at 3:02 pm.
2. Roll Call	<p>Academic Senate: Michael Wyly (President), LaNae Jaimez (Vice President), Erin Duane, Nick Cittadino, Rusty Mayes, Cristina Young, Terri Pearson-Bloom, Lue Cobene, Andrew Wesley, Janene Whitesell, and Rachel Purdie.</p> <p>Guests: Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), Gregory Brown (Vice President of Student Services), Dean Neil Glines, Dean Joe Ryan, Dean Rob Gabriel, Dean Sandy Lamba, Dean Shirley Lewis, Dean Dwayne Hunt, Dean Kristin Connor, Jim DeKloe, Ferdinanda Florence, Ginger Cain, and Sarah McKinnon.</p> <p>Absent: Joel Powell, Scott Parish, LaVonne Slaton, Anne Niffenegger, Margherita Molnar, Dean Peter Cammish, and Dean Maire Morinec.</p>
3. Agenda approval	Senator Wesley motioned to approve the agenda of November 27, 2017. It was seconded by Senator Cittadino. The agenda was approved unanimously.
4. Approval of Minutes	Senator Whitesell motioned to approve the minutes of November 13, 2017. It was seconded by Senator Pearson-Bloom. The minutes was approved unanimously.
5. Comments from the Public	Sarah Barsness, from the Photography department, expressed her concerns in regard to SCC's curriculum approval process and considered them opaque and difficult to follow. She detailed that her course was not approved last Spring 2017 due to incomplete information. During 2017 Fall semester and despite her meetings with Lisa Abbott and Ferdinanda Florence, her photography course stagnated on META queue. As a result, it was not able to meet the catalog deadline. She was hopeful to offer this course by 2019 Spring semester.
6. AS President Update 6.1 Guided Pathway Summit	President Wyly conveyed his gratitude to all attendees of the Guided Pathway Summit last week. He stated that it was a successful first step where they were able to identify the college's strengths and determined goals/actions the college will be willing to accomplish in the future. Also, information gathered from this meeting will be used to

	draft SCC's self-assessment and will be forwarded to senators for review. The notes from this meeting will be provided to all staff once it's available.
6.2 Hiring Manual	President Wyly presented pages 6 and 7 of the Hiring Manual, which outlined the processes and procedures for, "Establishing of Need and Prioritization."
7. Superintendent- President Report	S/P Celia Esposito-Noy did not provide an update.
8. VP of Academic Affairs Report	VP David Williams did not provide an update.
9. Consent Agenda – Action Item	There were no items on this section.
10. Action Items, Including Items Removed from Consent	There were no items on this section.
11. Information/Discussion Items	At this meeting, the Faculty Staffing Request for 2018-2019 academic year was presented to senators and academic deans (see attached documents). Dean Rob Gabriel presented Sports Medicine and Nursing staffing requests. After Dean Gabriel's presentation, the senators requested clarification on the following: (a) nursing FTES data for fall 2017, and (b) whether the staff for Sports Medicine will be coaching and teaching. Dean Gabriel stated that Nursing was experiencing a positive attendance this semester and expected the numbers to increase and the staffing need from this department was a result of staff transferring from one position to another. Also, Sports Medicine staff will only teach not coach. Dean Joe Ryan presented Astronomy/Physics, Chemistry, and Geology staffing requests. Senators inquired whether the staff will teach full-time in Vacaville and will there be more labs available in Fairfield. Dean Ryan stated that there were more FTES in Fairfield campus in comparison with Vacaville and Vallejo; however, more labs will be available in Vacaville. Dean Kristin Connor presented Specialist/DSP Counselor (DPS funds) and Counselor/Professor (General Funds or SSSP) staff requests. Senators questioned if there will be other funding sources for these positions. President Wyly advocated for senators to rank the positions presented and the results be forwarded to S/P Celia Esposito-Noy, who will identify funding streams. Dean Dwayne Hunt presented the staffing need for an ASTC Coordinator. Senators inquired about the following: (a) whether this position will replace the existing part-time coordinator, (b) will the existing release time be eliminated, and (c) other funding
11.1 Presentation of requests to hire new full-time faculty positions to the Academic Senate— Academic Deans and Academic Senate. Academic Deans will present individual requests for new hires for consideration of the Academic Senate to determine hiring priorities for the College to advise the Superintendent-President. Academic Deans and Senators will be presented with hiring criteria and a time-line in which to rank hiring requests. Results to be presented and confirmed by the Academic Senate at its next regular meeting on December 4, 2017.	

source. Dean Hunt stated that the existing position and release time will be both eliminated if this position was approved. Dean Sandy Lamba presented Child Development & Family Studies (CDFS) and Elementary Teacher Education and Political Science staffing requests. Dean Lamba clarified that in respect with the ADT in Elementary Education, this program had to be rewritten and it was not able to meet the catalog deadline. As a result, it will not be offered to students until 2019 Spring semester. This staff will have to teach 50% of each course. Also, three existing Political Science adjuncts will continue to teach due to possible staff retirement in the near future.

Faculty Staff Hiring Request for 2018-19
Academic Success & Tutoring Center, Coordinator
Astronomy/Physics
Chemistry
Child Development & Family Studies (CDFS) and Elementary Teacher Education
Counselor/Professor (General funds or SSSP)
Geology
LD Specialist/DSP Counselor (DSP funds)
Nursing
Political Science
Sport Medicine

12. Reports

Committee reports will resume at the next regular Academic Senate meeting on December 4, 2017.

13. Other Committees

There were no items on this section.

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 – LaNae Jaimez (1st meeting of the month- 5 minutes).
- 14.4 Assessment Committee – Amy Obegi (2nd meeting of the month - 5 minutes).
- 14.5 Distance Education – Erica Beam (2nd meeting of the month - 5 minutes)
- 14.6 Academic Program Review – Ferdinanda Florence (2nd meeting of the month - 5 minutes).
- 14.7 Academic Renewal – Nick Cittadino
- 14.8 Review Draft of Academic Calendar – Joe Conrad
- 14.9 Professional Development Committee’s Revised Rubric Form – Vice President Jaimez
- 14.10 Peer Review Handbook
- 14.11 Updated Curriculum Handbook
- 14.12 Program Review Handbook Update

15. Adjournment

Senator Wesley motioned to adjourn the meeting. It was seconded by Senator Cittadino. The meeting was adjourned at 3:55pm.

ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN THE BOARD ROOM UNLESS OTHERWISE NOTED:

November 27, 2017 (Special Meeting – Hiring Priorities)

December 4, 2017

December 11, 2017

January 11, 2018

January 22, 2018

February 5, 2018

February 26, 2018

March 5, 2018

March 19, 2018

April 9, 2018

April 23, 2018

May 7, 2018

May 14, 2018

Documents Reviewed at this Meeting:

1. Faculty Staffing Request for 2018-2019
2. Hiring Manual (pages 6 and 7)