



## ACADEMIC SENATE

### Approved Minutes

September 25, 2017

Honeychurch Boardroom

3:00 pm – 5:00 pm

(Special Meeting)

(Italicized items were notes from the meeting of September 18, 2017)

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<b>1. Call to order</b>	President Wyly called the meeting to order at 3:05pm.
<b>2. Roll Call</b>	<p><b>Academic Senate:</b> Michael Wyly (President), Erin Duane, Nick Cittadino, Rusty Mayes, Cristina Young, Terri Pearson-Bloom, Lue Cobene, Joel Powell, Scott Parish, Andrew Wesley, Janene Whitesell, LaVonne Slaton, Anne Niffenegger, Margherita Molnar, and Saki Cabrera.</p> <p><b>Guests:</b> Jim DeKloe, Ferdinanda Florence, Erica Beam, Josh Scott, and Amy Obegi, Melissa Reeve, Dwayne Hunt, and Neil Glines.</p> <p><b>Absent:</b> Rachel Purdie, LaNae Jaimez (Vice President), Celia Esposito-Noy (Superintendent-President), and David Williams (Vice President of Academic Affairs).</p>
<b>3. Agenda approval</b>	<p>President Wyly requested to add AB 705 to the agenda as a discussion item and possible vote. This document had been forwarded to the office of California Governor who will have until October 15, 2017 to sign it into law, which will modify education code, or to veto. The state Academic Senate Executive Board had taken a formal position apposing AB 705. However, the state Academic Senate will not convene until November 2017; therefore, had not formally formed their position.</p> <p>Senator Wesley motioned to approve the agenda of September 25, 2017as amended. It was seconded by Senator Young. The amended agenda was approved unanimously.</p>
<b>4. Approval of Minutes</b>	<p>Senator Pearson-Bloom motioned to approve the minutes of September 11, 2017. It was seconded by Senator Duane. The minutes was approved unanimously.</p>
<b>5. Comments from the Public</b>	<p>Due to schedule conflict, Melissa Reeve presented her position on AB 705 at this section of the meeting. She voiced her full support of this bill, verbally provided success data of why this bill should be approved, and encouraged senators to vote in its favor.</p>

## 6. AS President Update

### Academic Senate President Report (15 minutes).

President Wyly directed the audience to the meeting notes of September 25, 2017, which included reports of the Superintendent-President Celia Esposito-Noy, VP of Academic Affairs David Williams, and President of Academic Senate. President Wyly stated that due to faculty timeline and contractual reasoning, the executive board affirmed the committee appointees via email.

#### 6.1 Meeting Update with 25<sup>th</sup> Hour Communications

*President Wyly arranged a meeting with 25<sup>th</sup> Hour Communication. He was able to communicate current challenges and highlighted programs that AS had participated in.*

#### 6.2 College Governance Meeting Update

*College Governance had accepted AS recommended modifications on BP 2005, "Primarily Rely." The document had been submitted to the Superintendent-President's office to be forwarded to the Governing Board subcommittee.*

#### 6.3 Hiring Committee Appointments for the School of Math and Science

*Appointments for the School of Math and Science hiring committee, which will consist of five faculty members, will be completed by the end of business day.*

#### 6.4 2017-19 Integrated Plan Update: Basic Skills Initiative, Student Equity, and Student Success and Support Program.

*President Wyly presented, "2017-19 Integrated Plan: Basic Skills Initiative, Student Equity, and Student Success and Support Program," (see attached document) published by the Chancellor's Office. Copies will be provided to all senators prior to any agenda discussion. It outlined the committee's deadlines, goals and planning, and an application form sample. He encouraged the senators to review this document, which will be included on the Oct 2<sup>nd</sup> AS meeting agenda. This consolidation plan will require an Academic Senate President signature. President Wyly had a meeting scheduled with Dwayne Hunt to discuss this process.*

#### 6.5 ADT in Social Justice

*President Wyly stated that he had invited Maria Isip-Bautista to attend AS meeting in October. This will be a great opportunity to find out more information about ADT in Social Justice.*

#### 6.6 Student Success and Equity Integration Plan, Overview in Preparation for its October 2, 2017 Review.

President Wyly requested senators to review the SSEIP packet provided to them as this topic will be included on the AS meeting agenda for October 2, 2017. Dwayne Hunt shared that they had reviewed 12 projects/programs on September 22, 2017.

#### 6.7 Resolution No. 17/18 – 04: Resolution of the Board of Trustees in Support of All Students.

Resolution No. 17/18-04 (see document attached) affirmed the Board of Trustees support of DACA students, the district's diversified population, and support the DACA resolution passed by SCC Academic Senate from its previous meeting. President Wyly stated that California

had allocated state funding to help DACA students financial and that information will be forwarded to the senators.

**7. Superintendent-  
President Report**

*On September 13<sup>th</sup>, S/P Celia Esposito-Noy, David Williams, Dr. Goldsmith, and Cindy Luna had convened to discuss the accreditation site visit scheduled in two weeks. The accreditation team will be meeting with specific committees/departments and as a result S/P Celia Esposito-Noy had asked faculty and staff to be flexible with their schedules during those times. There will be two open forums on Wednesday, October 4<sup>th</sup>, (12pm-1pm and 6pm-7pm) at SCC theater and students, staff, faculty, and community will be invited to attend. On October 5<sup>th</sup>, the accreditation team will disclose site visit summary and recommendations from 12p-1pm at SCC theater. S/P Celia Esposito-Noy provided hiring updates for VP of Finance and VP of Human Resources. There might be a deadline extension for VP of HR due to small number of qualified candidates. Also, 24<sup>th</sup> Hour Communication will design SCC packets that would be utilized during school outreach opportunities. A Banner Technical Support representative had been employed to assist with on-boarding new employees and will be a resource to staff and faculty requiring assistance in Banner.*

**8. VP of Academic Affairs  
Report**

*Vice President of Academic Affairs David Williams stated that the accreditation team had expressed interest in meeting with Assessment and Program Review committees. The accreditation team will be attending the Oct 2<sup>nd</sup> Academic Senate meeting to observe. A Q&A forum will follow thereafter. There will be fifteen online courses that the accreditation team will be reviewing and instructors of those courses had been notified. There will be three pre-accreditation visit meetings scheduled: (1) Sept 20<sup>th</sup> from 12 pm – 1 pm at Honeychurch boardroom, (2) Sept 25<sup>th</sup> from 6 pm -7 pm at cafeteria, and (3) Sept 28<sup>th</sup> from 12 pm – 1 pm at Honeychurch boardroom.*

**9. Consent Agenda –  
Action Item**

There were no items on the section.

**10. Action Items, Including  
Items Removed from  
Consent**

10.1 Discussion of Procedural Language to Address the District's Desire to Develop a Procedure for Faculty Who Possess FSAs in Multiple Disciplines where the District is

Senator Pearson-Bloom motioned to postpone taking action on item 10.1. It was seconded by Senator Parrish. The motion to postpone the voting process for this item passed unanimously. President Wylly specified discussion should be focused on the reasons why senators couldn't vote on this. Senator Pearson-Bloom stated that the revised procedural language (see attached document) was provided to faculty on September 22, 2017 and the additional (see attached document) packet on September 25, 2017. President Wylly explained that the

Unable to Provide Sufficient Load Per Faculty Contract

revised language published on September 22, 2017 resulted from his meeting with Superintendent-President and VP of Academic. The additional packet from the faculty association was from their meeting on September 19, 2017, which included input from their executive board members following the meeting. Otherwise, the procedure remained the same when it was initial presented to Academic Senate meeting on September 11, 2017 (please see minutes of September 11<sup>th</sup> item 11.3).

President Wyly solicited a motion to place this topic under action item at the next regular AS meeting on October 16, 2017. Senator Cabrera and Senator Powell abstained. The motion passed with majority of the vote.

**11. Information/Discussion Items**

11.1 Accreditation Visiting Team, Preparing as an Academic Senate

President Wyly encouraged the senators to review accreditation documents provided to them including SCC's Quality Focus Essay, VP Williams' accreditation newsletters, and AS goals for 2017-18 academic year and achievements in 2017-16 academic year.

11.2 Cal State Drops Intermediate Algebra as Requirement to Take Some College-Level Math Courses and Potential Implications for SCC – Michael Wyly

President Wyly deferred this conversation on October 2, 2017 AS meeting (see document attached for more information). This will affect CSU GE pattern for SCC. This policy will start on Fall 2018. Academic Senate, Curriculum Committee, and Academic Affairs (CIO) will need to work collectively. President Wyly recommended inviting Barbara Villatoro, BSI Math representative.

11.3 Faculty Hiring Timeline

VP Williams will be sending/had sent the faculty staffing request form for 2018-2019 academic year to the deans to start the process of creating the hiring prioritization list. SCC did not anticipate additional hire due to the number of staff exceeded the college need.

SUGGESTED TIMELINE OF ACTIVITIES (2016-17)	
<b>August:</b>	Vice President of Academic Affairs with the Academic Senate President to determine semester-specific deadlines to best conform to this timeline.
<b>August – September:</b>	Deans confer with school faculty, including a school meeting, to solicit proposals, using the latest version of the "Faculty Staffing Request," form.
<b>October:</b>	"Faculty Staffing Request," form completed by the Academic Deans in consultation with discipline faculty, and are submitted to the office at Academic Affairs. Request not received by the posted deadline will not be considered.
<b>November:</b>	<ul style="list-style-type: none"> <li>The Office of Academic Affairs will arrange for hard copies of each proposal to be provided to the Body.</li> <li>At the joint meeting, deans are to present to the body the individual cases for each position. Deans are not to rank positions within their respective School; they are instead to speak to the merits of each position. Deans are strongly encouraged to consult with discipline faculty prior to presenting to identify key/compelling talking points, as only the dean will present the position at the meeting. (While discipline faculty and/or members of the public are encouraged to attend the meeting and observe the proceedings, only the dean will be recognized by the Chair to present, and only the dean will be permitted to speak to the merits of the position.)</li> </ul>

	<ul style="list-style-type: none"> <li>Once all positions are presented to the Body, ranking sheets are provided to sitting senators and academic deans. In addition, a deadline and drop-off location for the ranking sheets will be identified by the Senate President in cooperation with the VPAA. The VPAA and the Senate President will be non-voting parties and will be charged with collecting and tabulating the results of the rankings prior to the next meeting of the Academic Senate.</li> </ul>
<b>November – December:</b>	At the next meeting of the Academic Senate, the Senate President and the Vice-President of Academic Affairs will present to the Senate the results of the rankings for the approval of the Body. These results will be forwarded to the Office of the Superintendent-President as advisory for the determination and funding of hiring priorities for the College.
<b>December:</b>	SP presents his recommendations to the Academic Senate along with his rationale for any changes.
<b>December – January:</b>	FT hiring processes begin in accordance with this hiring manual and Policy 4005.
<b>January-February:</b>	Requests for hiring committee recruitment sent out, hiring committees are formed, and the current job descriptions are sent out to deans, and the hiring process commences.

11.4 ASCCC Equity and Diversity Regional Conference at SCC Planning and Participation

SCC will be hosting the ASCCC Equity and Diversity Regional Conference on October 27, 2017. There will estimated 85 attendees. There will be more information at the next regular AS meeting.

11.5 AB 705

President Wyly stated that the State Academic Senate’s position was to protect Ten Plus One, which was to protect local purview on curriculum, and not the data associated with the bill. The State Academic Senate was not consulted to their satisfaction in designing this legislation. President Wyly solicited a motion to place this item under discussion item and a potential action item on our next meeting on October 2, 2017. Senator Cobene motioned to add this item on October 2, 2017 meeting. It was seconded by Senator Whitesell. The motion passed unanimously. Senator Mayes, Senator Pearson-Bloom, Senator Wesley, Senator Young, and Senator Molnar (recording not clear). There were 5 abstentions. The motion carried by majority of the vote.

12. Reports

12.1 Distance Education

Academic Senate Committees’ Updates will resume on October 16, 2017.

*Distance Education Coordinator Erica Beam provided the following updates: (a) OEI Courses will be completed soon, (b) Accessibility courses will begin on Monday September 25<sup>th</sup>, (c) Canvas link had been included on SCC home page, (d ) collaboration between DE and 24<sup>th</sup> Hour Communication had started to assist the committee with local announcements, (e ) sessions on Rubrics had been completed with low attendance rate, and (f) there will an executive meeting (October 10<sup>th</sup>-*

11<sup>th</sup> ) with Canvas regarding Banner and they will be able to provide information on SCC data usage and demonstration on Bridge.

The last day to register for Accessibility course was on September 25, 2017 and contact Erica Beam if you interested. DE will modify their online course submission deadline from March 2017 to February 15, 2017.

*12.2 Assessment Committee*

*Assessment Committee Coordinator Amy Obegi was not able to attend. Please review the committee's September 13<sup>th</sup> newsletter for information (see attached document).*

**13. Other Committees**

There are no items on this section.

**14. Upcoming Items and/or Action Reminder**

- 14.1 Curriculum – Jim DeKloe (1<sup>st</sup> meeting of the month – 5 minutes).
- 14.2 Basic Skills – Joshua Scott (1<sup>st</sup> meeting of the month – 5 minutes).
- 14.3 Faculty Development/Flex Cal – LaNae Jaimez (1<sup>st</sup> meeting of the month- 5 minutes).
- 14.4 Academic Program Review – Ferdinanda Florence (2nd meeting of the month - 5 minutes).
- 14.5 Distance Education – Erica Beam (2nd meeting of the month - 5 minutes).
- 14.6 Assessment Committee – Amy Obegi (2nd meeting of the month - 5 minutes).

**15. Adjournment**

Senator Cittadino motioned to adjourn the meeting. It was seconded by Senator Duane. The meeting adjourned at 4:30 pm.

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

- September 25, 2017 (Special Meeting)
- October 2, 2017 (Accreditation Site Visit)
- October 16, 2017
- October 30, 2017 (Tentative Special Meeting)
- November 6, 2017
- November 13, 2017
- November 27, 2017 (Tentative Special Meeting)
- 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