



ACADEMIC SENATE

Adopted Minutes

Oct 5, 2015

3:00 pm – 5:00 pm

1. Call to Order	Academic Senate President Michael Wyly called the meeting to order at 3:00 pm.																																				
2. Roll Call	<p><u>Members:</u></p> <table border="1"> <tr> <td>Michael Wyly, President</td> <td>P</td> <td>Lue Cobene</td> <td>p</td> </tr> <tr> <td>Amy Obegi</td> <td>P</td> <td>Marivic Macalino</td> <td>p</td> </tr> <tr> <td>Andrew Wesley</td> <td>P</td> <td>Mark Berrett</td> <td>p</td> </tr> <tr> <td>Erin Duane</td> <td>P</td> <td>Narisa Orosco-Woolworth</td> <td>p</td> </tr> <tr> <td>Janene Whitesell</td> <td>P</td> <td>Nedra Park, Admin. Assist.</td> <td>p</td> </tr> <tr> <td>Jeff Kissinger</td> <td>P</td> <td>Nicholas Cittadino</td> <td>p</td> </tr> <tr> <td>Joseph Conrad</td> <td>P</td> <td>Sabine Bolz</td> <td>p</td> </tr> <tr> <td>Ken Williams</td> <td>P</td> <td>Teri Pearson-Bloom</td> <td>p</td> </tr> <tr> <td>LaNae Jaimez, Vice President</td> <td>P</td> <td>Thomas Bundenthal</td> <td>A</td> </tr> </table> <p style="text-align: center;">P= Present A= Absent</p>	Michael Wyly, President	P	Lue Cobene	p	Amy Obegi	P	Marivic Macalino	p	Andrew Wesley	P	Mark Berrett	p	Erin Duane	P	Narisa Orosco-Woolworth	p	Janene Whitesell	P	Nedra Park, Admin. Assist.	p	Jeff Kissinger	P	Nicholas Cittadino	p	Joseph Conrad	P	Sabine Bolz	p	Ken Williams	P	Teri Pearson-Bloom	p	LaNae Jaimez, Vice President	P	Thomas Bundenthal	A
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3. Approval of Agenda	Senator Amy Obegi made a motion to approve the amended Agenda of 10/05/15 and it was seconded by Andrew Wesley. The motion carried unanimously. The Basic Skills report was added to the agenda under Action Items.																																				
4. Approval of Minutes	Senator Ken William moved to approve all the minutes as amended, and Lue Cobene seconded the motion. Minutes of August 13, 2015, August 24, 2015 and Minutes of August 31, 2015 were approved. Minutes of Sept 14, section on Peer Review were amended to state "In consultation with Erin Farmer". Additionally, Senator Cobene arrived late at the September 14th meeting and was marked as absent. These minutes were also approved.																																				
5. Comments from the Public	None																																				
6. AS President's Report 2015 Fall Plenary Meeting	President Wyly reported that VP AS LaNae Jaimez responded to his invitation to senators to attend the ASCCC 2015 Fall Plenary meeting in Los Angeles. Senators Jeff Kissinger and Nick Cittadino expressed interest and President Wyly will discuss it with them after the meeting.																																				
AS Budget Professional Development Budget	In consultation with VP of Finance Yulian Ligioso the Academic Senate has a \$12,000 starting budget. Based on the budget, the senate can afford to send 3 people to the Fall Plenary and additional faculty to the 2016 Spring Plenary in Sacramento since it is nearby. Professional Development funds were also approved for faculty to participate in statewide conferences. The Professional Development Committee has just met and not yet informed faculty of this resource.																																				
7. Interim President's Report Stan Arterberry	No report																																				
8. Vice President for Academic Affairs Report	No report																																				

<p>9. Committee Reports</p> <p>9.1.1 Basic Skills Josh Scott, Chairman</p> <p>9.1.2 Curriculum Curtiss Brown, Chairman</p> <p>9.1.3 Distance Education Dale Crandall-Bear, Chairman</p> <p>9.2 Other Committees</p> <p>9.2.1 Accreditation Steering Committee Michael Wyly, President</p> <p>9.2.1 SSSP/Student Equity LaNae Jaimez, Vice President</p>	<p>Committee reports were deferred in the interest of time.</p>
<p>10. Action Reminders</p>	<p>Deferred</p>
<p>10.1 Organizational Review</p>	<p>The “Organizational Review” report was distributed at the last meeting and emailed as well for senate review. President Wyly solicited input from the senate on the proposal to direct his vote at the next Shared Governance meeting. Senator Joseph Conrad noted it was unclear if the college was soliciting proposals from multiple firms and people or a firm and an individual. Other senators agreed that it is unclear. Additional questions were who exactly would comprise the selection committee and will the recommendations be advisory only or will they recommendations be binding? It was also unclear if the representatives’ charge was to select the entity to create the recommendation or will they be looking at the recommendations. Senator Cobene said, per his notes, “There will be 7 campus representatives.” The Senator’s constituent responses to the proposal were varied. Senator Cittadino wanted to ensure that Student Services and the library will be represented on the selection committee. VP AA Leslie Minor clarified the representatives’ charge was to select a firm only and the representatives have not been identified at this time. Senator Whitesell shared part of a 10 year old letter sent by Ferdinanda Florence to VP Reyes regarding a previous reorganization; the letter outlined the following 5 outcomes for reorganization:</p> <ol style="list-style-type: none"> 1) Create relatively equitable workload for each dean and his or her administrative assistants. 2) Ensure that communication among deans and faculty is fluid, timely and effective. 3) Ensure that pedagogically and philosophically linked disciplines remain in the same school per the common practice of California community colleges and universities. 4) Economically sound for the college. 5) When instituted faculty coordinator positions will ease the deans’ workload while ensuring open and productive communications among faculty and deans. <p>Senator Obegi commented faculty are more concerned about having a voice in the recommendations for reorganization than the entity conducting the review. VP AA Leslie Minor responded that a more strategic time to provide faculty input would be after the recommendations are reviewed by the new president.</p>

	<p>Senator Cobene noted that Liberal Arts constituents thought it was important that historical documents be examined, taking into consideration how much money was spent on reorganizations that didn't yield desirable outcomes and why they haven't worked. Additionally, courses have been very slow to establish due to the reorganizations and he estimated several hundred students are lost each semester. Senator Conrad moved to direct President Wyly to vote in favor of proceeding with the draft reorganization, with the contingency that VP Minor's answers are correct. Senator Andrew Wesley seconded the motion. Senator Cobene proposed an amendment to make inclusion of detailed faculty input and institutional history part of any agency proposal. Senators Conrad and Wesley accepted the friendly amendment and the motion passed unanimously.</p>
<p>10.2 Recommended changes to ILOs/GELOs</p>	<p>These have been discussed frequently and the changes were sent to all senators. Senator Conrad motioned to approve the ILOs/GELOs and Senator Obegi seconded the motion. The senate unanimously approved the motion.</p>
<p>10.3 Institution Set Standards Leslie Minor, VP of Academic Affairs</p>	<p>VP AA Leslie Minor distributed the "Institutional Set Standards". The ACCJC asked the college to provide information on what our lowest level of success for students should be and the rationale the college used to set those standards. After consultation with other schools, deans and faculty it was decided that student performance should not be lower than it has been in the past. To establish that level, the midpoint between the mean and the lowest achievement rates in the past 5 years was used to determine the desired standard. The data is incomplete as CTE numbers are still coming in for some areas. Some required questions from ACCJC are difficult to answer, for example how many students are employed in their field; without the ability to track social security numbers this cannot be answered. VP Minor noted that the standards will be discussed every year and there is the potential to reset the baselines every year. Senator Terri Pearson moved to accept the proposed institutional set standards and Senator Erin Duane seconded the motion. The senate voted unanimously in favor of the motion. Senator Cittadino requested that the transfer data be discussed at Flex Cal. Senator Cobene noted the data on Associate Degrees declined at the same time (2011-12) the college severely decreased course offerings, and needs to be indicated in the data. President Wyly noted a discussion of the data will be incorporated into our future self-study.</p>
<p>10.4 Peer Review Task Force</p>	<p>Several emails have been sent in past weeks, soliciting at least 2 volunteers to participate on the task force. The task force will probably meet weekly in effort to move forward rapidly. Last meeting VP Jaimez recommended that the VP AS should serve on this committee. Senator Whitesell consented to serve on the taskforce. Senator Obegi made the motion to appoint Senator Whitesell and VP AS Jaimez to the taskforce and VP AS Jaimez seconded the motion. The senate voted unanimously to approve the motion.</p>
<p>10.5 Basic Skills Report to the Chancellor's Office</p>	<p>Chairman Joshua Scott has completed the annual report to the Chancellor's Office and the report is directly linked to BSI funding. The budget is approximately \$100,000 and is dedicated to improving the success rates of Basic Skills students in math, English and ESL. He noted most of the BSI budget goes to fund coordinator positions and in the past the balance was used to entirely or partially to fund FYE, ASC and send faculty to relevant conferences. The numbers of students successfully passing on to transfer level math is dismal; the pass rate in English is about 50% and math is much lower. These rates are poor throughout the state. Until five years ago, when the CO starting using Datamart, data was difficult to ascertain. The report was produced in consultation with the BS committee members and other faculty members. The report cites the biggest obstacle in institutionalizing Basic Skill funded projects as, "inconsistent and inadequate internal and external funding process." Chairman Scott is optimistic that as we collaborate more with other programs outcomes will improve. Senator Obegi motioned that AS President Wyly sign the report and Senator Duane seconded the motion. The motion passed unanimously. The senators would like to discuss persistence rates per the BSC report at a future meeting. Additionally, Accuplacer, our mechanism for placing students in is not working well and needs to be further discussed.</p>
<p>11. Information & Discussion</p>	<p>VPSS Brown noted discussions at the state level reinforce the data presented by Chairman Scott. The new budget for 2015-16 is still lacking, and should be available within the next two weeks. It is difficult to plan and submit a budget without knowing the amount to allocate. As information comes in the budget planning document will be revised and shared with faculty, but as this point the draft document is very incomplete. The state has directed the SSSP funds for core services only such as orientation, assessment,</p>
<p>11.1 SSSP plan</p>	

Greg Brown, VPSS

placement, counseling, and testing services. The document has not changed, as no budget information has come from the state. Dean Jocelyn Mouton asked that any feedback on the document from faculty be sent to her. Several senators had specific questions regarding how the funds can be accessed for LD testing and Basic Skills students. VP Brown responded that it may be possible. The state said it will allocate 95% of last year's budget, in addition, Equity 140 million this year, but the formula to disperse these funds is unknown. Coordinator for SSSP Mouton said she has never received a budget on time for the CalWorks program and uses 95% of last year's budget for planning purposes. President Wyly cited concerns he had regarding faculty participation on the SSSP advisory committees and meetings being scheduled when faculty can't participate. Senate appointed faculty need to participate to keep processes transparent and promote much needed communication. SSP Coordinator, Mouton apologized because the last SSSP advisory meeting was last minute and some people were inadvertently not invited to participate. President Wyly noted that none of the appointed faculty were consulted to determine the meeting time and meetings were scheduled in the morning when most faculty teach classes, and were thereby excluded. Terri Pearson-Bloom asked what happened to the Student Success and Equity Council, a separate committee that has not met since Diane White left. President Wyly added that a separate conversation to clarify the committee structure is needed; it is unclear what committees are there and who is on the committee. President Wyly will work on this and agendaize for a future meeting.

**11.2 DSP/LD Support
Joshua Scott, BSC
Chairman
Angela Apostle,
Ron Nelson**

Counselor, Ron Nelson stated Merritt College used SSSP funds for LD testing and a DSP counselor based on 4-5 of the guidelines. Chairman Scott, noted that LD support stopped in 2009 not 2011 as he previously thought. Counselor, Angela Apostle pass out a summary of existing problems and solutions for students with disabilities. Some of the items listed were also identified in the Basic Skills report to the CO. Counselor, Angela Apostle stated students can request a note taker, but it is hard to get volunteers for this task. Additionally not providing a note taker to accommodate the student is a violation of Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Counselor Nelson did a Datasmart analysis at Merritt College and the persistent and retention rates were higher than the regular student body. Referring students to other colleges because we can't provide testing, is creating a barrier. Counselor Nelson noted that while the budget is improving the number of hearing impaired and deaf has increased on campus and \$210,000 (40-50% of the budget) was spent on interpreters. It may be possible to restore services by combining with the SSSP and Equity resources to hire a LD specialist. Senator Thomas Bundenthal noted a serious potentially legal concern is the lack of Kinesiology, as the college is not accommodating LD students; faculty has to insist and make these things safe as well. President Wyly suggested that the senate could help by creating a resolution to address this issue. A resolution, will enable him to bring it to Interim President Arterberry and the governing board as well as centralizing the issues. Senator Cobene pointed out that these concerns need to be brought to the attention of the agency chosen to make reorganization recommendations. He added the Technology sub- committee of the senate Distance Education Committee has improved options, such as note takers, for students and Dale Crandall-Bear has been heavily involved in the past and may have information to contribute. Senator Duane requested further discussion of a resolution at a future meeting. Technology has helped, and can be utilized to help. President Wyly invited Ron Nelson to come to the next meeting.

**11.3 SCC at VA State
Prison
Shirley Lewis, Dean
Andrew Wesley,**

Last spring the pilot program, California State Prison-Solano (CSPS), for providing education for incarcerated students in Solano County began. Dean Shirley Lewis said the program started with correspondence courses which have now been replaced with face-to-face courses, per the request of Dr. Williams, Supervisor of Prison Education Programs, starting last summer. This fall 6 courses were offered and the program is expanding to offer 13 courses in Spring 2016. Last February Stanford University did a comprehensive report of the benefits of having these educational prison programs. Vacaville Prison has 16 colleges offering courses in the facility, however SCC is unique because the courses are now face-to-face. Senator Andrew Westley thanked Dr. Minor, Dean Mouton, Dean Lewis and Business Instructor, Allison Bolton for undertaking this project.

CSPS Solano 2013 capacity is almost 190% (4,000 inmates). Two facilities, Level 1 and Level 2, with separate staff and wardens on the property. Fifty percent of population (1,200) are in school, going to K through 12th grade because they do not have a high school education. The VEP (Voluntary Education Program) consists of 2 programs, Vocational/CTE and college programs. All programs are under the VEP purview. All inmates are entitled to AS degree education and can transfer to a 4 year college at their own expense. SCC is scheduled to provide 3 traditional ADT programs: Business, Small Business Management, and Interdisciplinary Studies in Arts and Humanities. SCC is fully invested and must provide the services;

	<p>instructors, part time and full time, are needed. The classrooms capacity is 27 students. These students have been assessed and thanks to Narisa Orosco-Woolworth will soon have student education plans and need more representation. Senator Cittadino asked if there are special requirements for teaching there. Senator Wesley replied that instructors must meet SCC minimum qualifications and the prison has a detailed form that must be completed. President Wyly asked senators to inform and encourage colleagues to consider teaching at the prison sites and ask what is needed to enable them to teach at the prison. Further discussion is needed. Senator Wesley noted there are 800 VEP students, if we enroll half of the students. FTEs will be generated thereby increasing revenue for the college.</p>
<p>11.5 Flex Cal Definition</p>	<p>Deferred</p>
<p>11.6 Faculty Hiring Update Michael Wyly, President Leslie Minor, VP AA</p>	<p>Deferred</p>
<p>11.7 Alternate Site for 11/16/15 Meeting</p>	<p>Deferred</p>
<p>11.8 Biomanufacturing Degree</p>	<p>Deferred</p>
<p>12. Action Reminders Committee Composition</p>	<p>Deferred</p>
<p>13. Announcements</p>	<p>None</p>
<p>14. Adjournment</p>	<p>Senator Ken Williams moved to adjourn the meeting and Senator Narisa Orosco-Woolworth seconded the motion.</p> <p>Attachments:</p> <ol style="list-style-type: none"> 1) SCC – CSPS Program 2) ESL/Basic Skills 2015-16 Expenditure Plan Form 3) SCC Institution Set Standards