



## ACADEMIC SENATE

### Approved Minutes

February 24, 2020

Honeychurch Board Room, Bld 600

3:00 pm – 5:00 pm

1. Call to Order	Academic Senate President LaNae Jaimez called the meeting to order at 3:03 pm.
2. Roll Call	<p><b>Academic Senate Officers:</b> LaNae Jaimez (President), Rebecca LaCount (Acting Vice President), Erin Duane (Secretary/Treasurer At-Large), and Michael Wyly (Past President/Ex-Officio).</p> <p><b>Academic Senate:</b> Andrew Wesley, Anthony Ayala, Erica Beam, Jose Cortes, Margherita Molnar, Michael Reilly, Michelle Arce, Randy Robertson, Robin Sytsma, Scott Parrish, Teri Brunner, and Vitalis Enemmuo.</p> <p>Sheila Kaushal (Administrative Assistant)</p> <p><b>Ex Officio:</b> Andrew Wesley (Assessment Chair), Erica Beam (Distance Education Chair), Ferdinanda Florence (Academic Program Review Chair), Jim DeKloe (Curriculum/Tech Review Chair), TBD (Student Success and Equity Chair), and Michelle Smith (Professional Development/Flex Cal Chair).</p> <p><b>Guests:</b> Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), and Melissa Reeve.</p> <p><b>Absent:</b> Paul Hidy</p>
3. Agenda Approval	Senator Wesley motioned to approve the agenda of February 24, 2020 as presented. It was seconded by Senator Ayala. The agenda was approved unanimously.
4. Approval of Minutes	Senator Robertson motioned to approve the minutes of February 3, 2020 as presented. It was seconded by Academic Senate Secretary/Treasurer Duane. The motion was approved unanimously.
5. Comments from the Public	<p>There were no comments from the public.</p> <p><i>Members of the public may address the Senate on any item within the Senate's purview that is not on the agenda. The Senate will not take action on any issue raised during this section of the agenda since Senate</i></p>

*action is limited to posted agenda items. At the Senate President's discretion, these matters may be referred to Senate Executive Board and/or placed on a future agenda. Speakers are asked to limit their comments to a maximum of three minutes.*

## **6. AS President Update**

6.1 New Senator: Michael Reilly, School of Liberal Arts

Michael Reilly was introduced as the new Senator of SCC representing the School of Liberal Arts.

6.2 2020 Spring Plenary Session

AS President Jaimez, AS Past President Wyly, Senator Wesley, and Senator Beam will be attending the 2020 Spring Plenary, which will be held at Oakland Marriott on April 16-18, 2020.

6.3 ASCCC Leadership 2020

Senator LaCount is selected to attend ASCCC Leadership at Newport Beach Marriott on June 18-20, 2020.

6.4 Gathering for Faculty and Deans Prior to SCC Graduation Ceremony/Regalia Update

S/P Celia Esposito-Noy will be providing cookies and beverages to faculty and Deans prior to the 2020 SCC Graduation ceremony on May 21, 2020. Due to regalia cost increase with the existing vendor, Risch Slade will be working with Tom Trujillo to research different merchants. Senator Beam provided the Senators with the feedback she received from her department addressing why there has been minimal number of faculty attending the graduation ceremony. The following information was discussed: (a) history behind the low faculty attendance, (b) the lack of opportunity for faculty to interact with student graduates, and (c) SCC Emeritus. AS President Jaimez provided, "SCC Graduation Survey" (see attached document) to the Senators for input and once finalized this will be distributed to all faculty for feedback.

6.5 PRT Update

On February 11, 2020, SCC hosted a meeting with The Process Evaluation and Review Team (PRT) where they discussed/reviewed Correctional Education program, dual enrollment, and CCAP (College and Career Access Pathways). SCC will convene another meeting with PRT on April 2020, which will provide resource for SCC to advance our Correctional Education and dual enrollment program. The Senators also discussed: SCC does not have a Dual Enrollment Counselor, and the difference between dual enrollments versus CCAP versus courses that high school students take at SCC.

6.6 OERL Update

AS President Jaimez announced that the college will be recruiting for OERL Coordinator who will be assigned to work with ASCCC. Heather Ringo, the Coordinator of OERL who is stepping down, will offer a class during FlexCal in April 2020.

6.7 Stanback-Stroud Diversity Award	Due to time constraints, SCC was not able to nominate a group/committee for Stanback-Stroud Diversity Award. This item will be reviewed by the Senate early Fall of 2020.
6.8 Solano Community College Bike To Work	VP David Williams will send out an email to faculty and staff regarding, "Bike to Work."
<b>7. Superintendent-President Report</b>	<p>S/P Celia Esposito-Noy and Senator Beam presented, "Communication Survey Results" (see attached documents) to the Senators: (a) there were 4,803 students who responded, (b) 43% prefer text messages, (c) 62.6% prefer day classes, (d) 59.8% primarily take classes at Fairfield campus, (e) 84.5% of the students have heard of Financial aid but only 6.3% have heard of Foster Youth, and (f) we now have the ability to send text message to students on the course waitlist.</p> <p>S/P Celia Esposito-Noy informed the Senators that Sylvia Dorsey-Robinson will be reducing her work hours/days. The recruitment for VPSS (Vice President of Student Services) position closed yesterday. An acceptance letter from SCC will be sent out to senior high school students on March 2020, which will include SCC packet for information.</p>
<b>8. VP of Academic Affairs Report</b>	VP David Williams informed the Senators that the Calendar committee is currently reviewing compressed calendar, which will be an institutional change. A scheduled meeting VPSS hiring committee will occur on February 25, 2020 and a job interview might occur in March 2020 with a possibility of a start date of July 2020.
<b>9. Consent Agenda – Action Item</b>	
9.1 The School of Social and Behavioral Sciences Peer Reviewers: Dale Crandall-Bear, Sabine Bolz, Joel Powell, Tony Zitko, Mary Gotch, Saki Cabrera, Tony Ayala, Maureen Powers, Thomas Bundenthal, Tonmar Johnson, Tasha Smith, Amy Obegi, and Michelle Arce (2 minutes)	Senator Wesley motioned to approve items 9.1 and 9.2. It was seconded by Senator Beam. The motion was approved unanimously.
9.2 The School of Health Science Peer Reviewer: Erin Craig	
<b>10. Action Items, Including Items Removed from Consent</b>	

10.1 Professional Development Funding Request Evaluation Rubric	The Senators were presented 2019/2020 PD Rubrics (see attached documents). AS Secretary/Treasurer Duane motioned to approve 2020 PD Rubric. It was seconded by Senator Wesley. The motion was approved unanimously.
10.2 Distinguished Faculty Nomination and Rubric	Senator Wesley presented, "DFA Form/Letter and Rubric" (see attached documents). The Senators reviewed the documents presented. Senator Ayala motioned to approve the DFA Rubric form. It was seconded by Senator LaCount. The motion was approved unanimously. When reviewing the letter that will be sent out to faculty via email, the Senators had discussions regarding, "the awardees will be invited <i>and highly encouraged</i> to present a keynote address at the Fall 2020 Convocation." After further review, Senator Ayala motioned to approve DFA Form/Letter," with the amendment that "the awardees will be invited to present a keynote address at the Fall 2020 Convocation" rather than required to do so as part of the eligibility criteria. This was seconded by Senator LaCount. The modified version of this document was approved unanimously.
<b>11. Information/Discussion Items</b>	
11.1 Vision Resource Center	AS President Jaimez shared, "Vision Resource Center" (see attached document), which offers Professional development training and other learning opportunities to faculty. In addition, input to improve participation in Flex days was also solicited.
11.2 "Welcome Day"	Isabel Anderson was not able to attend this meeting. This item will be added on the next Senate agenda.
11.3 At-Large Representative	AS President Jaimez informed the Senators that there are two primary faculty in Vallejo Center and fourteen in Vacaville Center. She also shared that a faculty member from Vacaville Center has expressed interest in consideration of having representative in SCC Academic Senate for the centers.
<b>12. Reports</b>	
12.1 Assessment Committee	Senator Wesley, Assessment Committee Coordinator, stated a workshop will be offered during the upcoming March 10, 2020. Faculty are required to complete at least 1 SLO Assessment by May 2020.
12.2 Distance Education	Senator Beam, DE Coordinator, stated that preferred pronouns are available on Canvas for faculty and demonstrated how their profile could be modified with this update. She also informed the Senators that during the next Flex on March 10, 2020, they will have four 30 minutes sessions to discuss the following: (a) the approval process, (b) new sharing feature in Canvas, (c) Canvas for creating images, and (d) Flipgrid. The Senate also discussed the reasons/challenges why the

12.3 Professional  
Development/FlexCal

preferred name process was not formally announced/advertised but available to students.

This item was discussed during item 10.1.

**13. Other Committees**

13.1 First Year Experience

Melissa Reeve informed the Senators that the Research office ran Fall 2019 FT3 program data, which outlined/focused on units completed, course success and Fall 2019 to Spring 2020 persistence. She shared the following data: (a) Fall cohort students attempted and average of 14 units, but only completed an average of 9 units, (b) average cohort GPA was 2.4, and (c) retention rate of 83% in FT3 vs. 66.5% for non-cohort first-year students. She also communicated the social impact of the program, difficulty of accurately assessing disproportionate impact due to the small sample size (93 students). She has scheduled a meeting with Deans to finalize cohorts for Fall 2020 including Vallejo Center. Lastly, she informed the Senators of the Guided Pathways generic first semester templates, which are designed not only for FT3 students but for all new students (i.e. two entry levels of STEM, one Pre-Nursing/BioTech, one Business and Econ, 3 Broader GE) and has been refined by the Counseling department. She will be working with Research and Planning department to gather information about demographic data of students who have applied to SCC to target Fall 2020 FT3 outreach toward students from DI groups.

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

- 14.1 Academic Program Review – Ferdinanda Florence (1<sup>st</sup> meeting of the month)
- 14.2 Student Success and Equity – Joshua Scott (1<sup>st</sup> meeting of the month)
- 14.3 Curriculum/Tech Review – Jim DeKloe (1<sup>st</sup> meeting of the month)
- 14.4 Assessment Committee – Andrew Wesley (2<sup>nd</sup> meeting of the month)
- 14.5 Distance Education – Erica Beam (2<sup>nd</sup> meeting of the month)
- 14.6 Professional Development/FlexCal – Michelle Smith (2<sup>nd</sup> meeting of the month)
- 14.7 Guided Pathways Steering Committee – Michael Wyly (1<sup>st</sup> meeting of the month)
- 14.8 First Year Experience – Melissa Reeve (2<sup>nd</sup> meeting of the month)
- 14.9 Peer Review Pilot and Assessment
- 14.10 Program Discontinuance
- 14.11 Part-Time Faculty Outreach/Handbook
- 14.12 General Education Requirements Procedure Update – Jim DeKloe
- 14.13 Equivalency Process
- 14.14 Faculty Mentor Program
- 14.15 Social Justice and Equity To Be Determined by SESC – Josh Scott
- 14.16 Faculty Role in ASTC

14.17 Equity in Curriculum – Jim DeKloe  
14.18 Review of Articulation Process – Curtiss Brown and David Williams  
14.19 AB705 Update  
14.20 SOAR Update – Damany Fisher  
14.21 SCC Academic Calendar 2021-2022

## **15. Adjournment**

Senator Wesley motioned to adjourn the meeting. It was seconded by Senator Ayala. The meeting adjourned at 5:04 pm.

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

February 3, 2020

February 24, 2020

March 2, 2020

March 16, 2020

April 13, 2020

April 20, 2020

May 4, 2020

May 11, 2020 (Tentative Meeting)

### **Documents Reviewed**

- Communication Survey Results
- SCC Graduation Survey
- 2019 PD Rubric and 2020 PD Rubric
- DFA Form/Letter and DFA Rubric
- Vision Resource Center