ACADEMIC SENATE

Approved Minutes
February 1, 2021
Meeting via Zoom
3:00 pm – 5:00 pm

1. Call to Order	Academic Senate President LaNae Jaimez called the meeting to order at 3:01 pm.
2. Roll Call	**Academic Senate Officers:** LaNae Jaimez (President) and Erin Duane (Secretary/Treasurer, At-Large) **Academic Senate:** Andrew Wesley, Anthony Ayala, Erica Beam, Jim Long, Jose Cortes, Michael Reilly, Rachel Purdie, Randy Robertson, Rebecca LaCount, Robin Sytsma, and Vitalis Enemmuo Sheila Gorospe-Kaushal (Administrative Assistant) **Ex Officio:** Andrew Wesley (Assessment Chair), Erica Beam (Distance Education Chair), Rachel Purdie (Academic Program Review Chair), Sarah Barsness (Curriculum/Tech Review Chair), Josh Scott (Student Success and Equity Chair), and Michelle Smith (Professional Development/Flex Cal Chair) **Guests:** David Williams (Vice President of Academic Affairs) and Peter "Tony" Zitko (Interim Associate Dean of External Program) **Absent:** Celia Esposito-Noy (Superintendent-President), Shannon Cooper (Vice President of Student Services), Josh Scott (Vice President), Michael Wyly (Past President/Ex-Officio), Michelle Arce, Paul Hidy, and Teri Brunner
3. Agenda Approval	Senator Purdie motioned to approve the agenda of February 1, 2021 as presented. It was seconded by Senator Reilly. The agenda was approved unanimously.
4. Approval of Minutes	Senator Beam motioned to approve the minutes of January 25, 2021. It was seconded by Senator Wesley. The motion was approved unanimously.
5. Comments from the Public	There were no comments from the public. *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*

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 Program Discontinuance	AS President Jaimez announced that Journalism AA will be discontinued while the ADT will remain. A meeting will be held in the future to discuss a proposal of a new certificate, which will require creating two new courses.
6.2 Stanback-Stroud Award	Senator Hidy nominated Andrew McGee, Automotive Technology department, for Stanback-Stroud Award. AS President Jaimez is waiting for another document before moving forward to submit this application to ASCCC.
6.3 Last Call for 2021 Plenary Session (Virtual Event)	AS President Jaimez, Senator Beam, and Thea Alvarado will be attending 2021 Spring Plenary. If interested, Senators are asked to contact Senate Office.
6.4 Guided Pathway Coordinator	There has been a suggestion to have a Co-Chair for Guided Pathway Coordinator. Also, a crossover will be designed between GP and First Year Experience (FT3). The GP Steering committee has scheduled a meeting on February 19, 2021 to discuss the job descriptions for FT3 and GP Coordinators.
6.5 BOT report 1/20/21	On January 20, 2021, the Board of Trustee was provided information regarding the of status Senate subcommittees, goals, and Flex Cal events.
6.6 Meeting with ASSC	AS President Jaimez had a meeting with ASSC on January 26, 2021 where they discussed the "Outcomes" result from the previous Senate's joint meeting with Administrators, SESC, Minority Coalition. She will attend ASSC meeting on February 2, 2021 to determine what items could be prioritized this semester and how these could be point of topics during future PD/Flex Cal events.
6.7 2021-2021 AY Senate Meeting	According Senate Bylaws Section 1, Senate meetings are assigned on the first and third Mondays of the month, which is subject to change depending on holidays, Fall/Spring ending dates, and other factors. However, this academic year, back-to-back meetings have occurred more than usual. The Senators will be presented two types of meeting calendars to review (i.e. first and third Mondays, second and fourth Mondays) on February 22, 2021 to discuss what will be the better option and how it will impact other Senate committee meetings.

7. Superintendent-President Report	S/P Celia Esposito-Noy was not able to attend this meeting.
8. VP of Academic Affairs Report	VP David Williams addressed questions pertaining to items 12.1 and 13.4.
9. VP of Student Services Report	VP Shannon Cooper was not able to attend this meeting.
10. Consent Agenda – Action Item	There were no items in this section.
11. Action Items, Including Items Removed from Consent	There were no items in this section.
12. Information/Discussion Items	
12.1 Correctional Education	Interim Associate Dean of External Program Peter "Tony" Zitko presented a video regarding, "Corrections Educational." The following topics were shared: (a) general update on Correctional Education Spring 2021 (i.e. preparing items for delivery is an enormous task, 705+ enrolled as of February 2021), (b) COVID-19 impact and correspondence education (i.e. extensive quarantine since December, which will likely to continue next semester, correctional mail system), (c) improvements with correspondence delivery (i.e. course and assignment packages, tracking information, student-instructor interaction, pick-up/delivery schedule, timeline, regular meeting, etc.) (d) summer and fall course scheduling (i.e. delays in scheduling and delivery of course materials, challenges with 8-week term, completing student grades, faculty compensation for post-semester grade submission/revision), (e) alignment with degree offerings, and (f) grade revisions for previous semesters. He informed Senators that correspondence in Fall 2021 is not finalized and in a few weeks they will be discussing instructors they will need. Senator LaCount shared one process that has improved. She has been working with Jim Anderson (Counseling department) and utilizing Microsoft Team where they are able to meet with students from CMF and help review their transcripts. Senator Beam explained that a four-unit course could be divided into two two-unit course (i.e. Part I, Part II) per semester. VP Williams shared that Administrators have started discussing these topics (i.e. hiring correctional faculty, students prefer in-person when it comes to English and Math courses, time/room constraint, and etc.)

12.2 Coordinators Meeting: Master Schedule	AS President Jaimez presented, "Master Schedule: Assessment, Curriculum, and Program Review." This topic will be placed under Action Item on the next Senate meeting.
12.3 Senate Elections: March 15, 2021	AS President Jaimez reminded Senators to discuss Senate election during their school meetings. The deadline to provide this information is March 15, 2021. AS Past President Wyly will be in charge of election process for at-large and part-time faculty.
12.4 Commitment to Anti-Racist Practices and Equity in Education	There were no updates provided.

13. Reports

13.1 Academic Program Review	APR Chair Rachel Purdie shared, "APR Committee Goals and Self-Assessment" (see attached document). The committee has completed the following goals: (a) feedback was used to revise the template, (b) revised templates were approved by Senate, and (c) both 6-year and 2-year templates are available on eLumen. The following items are in process to be completed: (a) completion of Social and Behavioral review, (b) contact Deans of Health Sciences and Counseling to give overview of eLumen module, (c) provide survey to Health Sciences and Counseling. AS President Jaimez announced that APR committee needs representatives from School of Applied Technology and Business, School of Social and Behavioral Sciences, School of Health Science, and Office of Research and Planning.
13.2 Student Equity and Success Council	SESC Chair Scott was not able to attend this meeting.
13.3 Curriculum/Tech Review	Curriculum Chair Sarah Barsness shared, "Curriculum Goals and Self-Assessment" (see attached document). The following items are in process to be completed: (a) she will present during March 2021 Flex to discuss equity and anti-racism, (b) will be discussing revision of faculty handbook, (c) reviewing Local GE approval process, and (d) will communicate with faculty regarding broader Curriculum goal. AS President announced that Curriculum Committee needs representatives from School of Liberal Arts, School of Social and Behavioral Sciences, and second representative from ASSC.
13.4 Calendar Committee	Curriculum Chair Sarah Barsness attended the Calendar Committee as a representative of Academic Senate. She shared that that the committee discussed the benefits and disadvantages of compressed calendar (16 weeks). If decided, this will be in affect during 2023-2024

	academic year. A survey will be released to staff, faculty, and students to acquire their feedback regarding compressed calendar.
14. Other Committees	There were no items in this section.
15. Upcoming Items and/or Action Reminder	15.01 Academic Program Review – Rachel Purdie (1st meeting of the month) 15.02 Student Equity and Success Council – Joshua Scott (1st meeting of the month) 15.03 Curriculum/Tech Review – Sarah Barsness (1st meeting of the month) 15.04 Assessment Committee – Andrew Wesley (2nd meeting of the month) 15.05 Distance Education – Erica Beam (2nd meeting of the month) 15.06 Professional Development/Flex Cal – Michelle Smith (2nd meeting of the month) 15.07 Guided Pathways Steering Committee - Coordinator TBD 15.08 Faculty Hiring Prioritization Task Force 15.09 Work Group Assigned to Review Severely Impacted Programs by COVID19 15.10 Local GE Task Force
16. Adjournment	Senator Long motioned to adjourn the meeting. It was seconded by Senator Cortes. The meeting adjourned at 4:23 pm.

ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN THE HONEYCHURCH OR VIA ZOOM UNLESS OTHERWISE NOTED.
February 22, 2021
March 1, 2021
March 15, 2021
April 12, 2021
April 19, 2021
May 3, 2021
May 10, 2021 (Tentative)

Documents Reviewed
1. SCC Correctional Education (video)
2. APR Committee Goals and Self-Assessment
3. Curriculum Committee Goals and Self-Assessment