ACADEMIC SENATE

Approved Minutes
March 15, 2021
Meeting via Zoom
3:00 pm – 5:00 pm

1. Call to Order	AS 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, Michelle Arce, Paul Hidy, 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), Josh Scott (Student Success and Equity Chair), Michelle Smith (Professional Development/Flex Cal Chair), Rachel Purdie (Academic Program Review Chair), and Sarah Barsness (Curriculum/Tech Review Chair)
	Guests: Celia Esposito-Noy (Superintendent-President) David Williams (Vice President of Academic Affairs), Shannon Cooper (Vice President of Student Services), Rob Diamond (Vice President of Finance and Administration), and Lauren Taylor-Hill (ASTC Faculty Coordinator)
	Absent: Josh Scott (Vice President), Michael Wyly (Past President/Ex-Officio), Rachel Purdie, and Teri Brunner
3. Agenda Approval	Senator Reilly motioned to approve the revised version, addition of item 10.5 and 11.2, of the March 15, 2021 agenda. It was seconded by Senator Ayala. The agenda was approved unanimously.
4. Approval of Minutes	Senator Beam motioned to approve the minutes of March 1, 2021. It was seconded by Senator Hidy. Senator Wesley abstained. The motion was approved by majority of the vote.
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 Senate Account Update	The Senate funds from Wells Fargo will be transferred from the College to the SCC Educational Foundation Senate account in a week.
6.2 Hiring Prioritization Task Force Update	The Hiring Prioritization Task Force will provide its recommendations to the Senate on March 29, 2021.
6.3 Academic Senate Term Limits/Update of By-Laws	This document will be included on the next Senate meeting agenda for review and discussion.
6.4 ASCCC Resolutions Available	This document is now available on ASCCC website. It will be included on the next Senate agenda for review and discussion.
6.5 Faculty Leadership Institute – Virtual Event June 17 – 19	Senators who are interested in attending this virtual event are requested to contact the Senate Office..
6.6 Nursing Program Update/Follow Up	AS President Jaimez announced that the Nursing Program will be hiring a full-time faculty due to a faculty retiring in the department and based on BRN (Board of Registered Nursing) regulations. She clarified that if there are state requirements involved, positions in this category will be prioritized and will not be included in Hiring Prioritization process. VP Williams stated that a letter of retirement needs to submitted to Human Resources department before any actions could be taken.
6.7 ASCCC DEI survey	AS President shared, "ASCCC DEI Survey" (see attached document). This survey is created to gather input which she will consolidate answers to submit to ASCCC. She will be available via Zoom on March 15, 2021 (2:00 pm – 3:00 pm), March 16, 2021 (3:00 pm – 4:00 pm), and march 19, 2021 (11:00 am – 12:00 pm).
6.8 Order of Reports Versus Information Report	This topic will be discussed during the next Senate Committee Chair meeting. The proposal is for Committee Chairs to provide written update, which will then be presented under item 13 of the agenda. If a more detailed discussion is necessary, the topic will be added under item 12. Once decided how to proceed, this information will be shared with the Senators as soon as possible.

6.9 Other	The Chancellor's Office is hosting a webinar, "Guided Pathways: Supporting Learning for Students with Disabilities" on March 17, 2021 from 9:00 am – 10:00 am.
7. Superintendent-President Report	S/P Celia Esposito-Noy was not able to attend this meeting.
8. VP of Academic Affairs Report	VP Williams explained that SCC Administrators have been working with faculty to gradually bring back some additional hard-to-convert classes as in-person classes in the fall. Per OSHA rules and regulations, contact tracing will be enforced the next three years, which will involve required protocols to be followed. He's hopeful that more classes can be offered face-to-face by Spring 2022. A safe return to campus document will be provided before Fall 2021 registration begins.

VP Diamond shared that Human Resources department is developing Coronavirus Prevention Plan (CPP). Furthermore, this plan will involve faculty/students completing questions on CDC app, which will determine whether they will be allowed to be in SCC facilities. If students do not have access to CDC app, they will need to complete a paper form. This information will be presented to SCC Governing Board on April 7, 2021 and will be implemented as soon as possible. |
| **9. VP of Student Services Report** | VP Shannon Cooper explained SCC Deans have started a conversation on what academic support programs will be available during Fall 2021 semester. VP Cooper also shared that SCC Vice Presidents and S/P Esposito-Noy are discussing a tracking system that will be utilized for students/faculty/staff. The Senators advised that a Q&A document be released to SCC employees.

AS President Jaimez clarified that ASTC Taskforce recommends/supports face-to-face tutoring especially Mathematics. |
| **10. Consent Agenda – Action Item**

10.1 Distinguished Faculty Award Committee: Melissa Reeve, Pam Muick, Rachel Purdie, and Rebecca LaCount (1 minute)
10.2 Peer Reviewer for the School of Health Sciences: Joyce Averett (1 minute)
10.3 SESC Interview Committee: Josh Scott, Michelle Smith, Atticus Frey and Adrienne Cary (1 minute) | Senator Wesley motioned to approve items 10.1, 10.2, 10.3, 10.4, and 10.5. It was seconded by Senator Hidy. The motion was approved unanimously. |

10.4 PDFC Interview Committee: Melissa Reeve, Genele Rhoads, and LaNae Jaimez (1 minute) 10.5 Scott Parrish Appointed to SESC as Health Science Representative	
11. Action Items, Including Items Removed from Consent	
11.1 Moving Senate Meeting from April 12, 2021 to March 29, 2021 – LaNae Jaimez	AS President Jaimez provided explanations why the scheduled Senate meeting on April 12, 2021 should be moved to March 29, 2021. Senator Robertson motioned to approve this change of schedule. It was seconded by Senator Reilly. The motion was approved unanimously.
11.2 Senate Resolution 03.15.21: Call to the SCC Campus Community to Support the Adoption of Zero Cost/Low Cost Course Materials	Senator Reilly read, "Senate Resolution 03.15.21: Call to the SCC Campus Community to Support the Adoption of Zero Cost/Low Cost Course Materials" (see attached document). Senator Arce motioned to approve item 11.2. It was seconded by AS Secretary/Treasurer Duane. The motion was approved unanimously.
12. Information/Discussion Items	
12.1 2021-2022 AS Meeting Calendar	The Senators reviewed, "Academic Senate Meeting Calendar 2021-2022" (see attached document). They compared/reviewed the number of back-to-back meetings in these two scenarios. The Senators agreed that Senate meetings in 2021-2022 AY will be held during the 2nd and 4th Mondays of the month.
12.2 Faculty Office Hours in ASTC	ASTC Coordinator Lauren Taylor-Hill joined this meeting to receive feedback and support from the Senate. She presented the following information and ideas: (a) Compared to other community colleges in the area, our ASTC receives less faculty and administrative support, (b) past ideas to increase faculty presence included: i. asking faculty to offer students extra credit for ASTC usage, and ii. hold office hours in ASTC (not heavily used due to students lack of awareness of the program), (c) current request to increase faculty presence include: i. requesting a minimum of 25% of office hours for both full-time (contractual) and part-time faculties, ii. face-to-face arrangement could happen as early as Fall 2021 under safe public health guidelines. The Senators provided the following feedback: (a) office hours in the ASTC may not work well if students need access to lab materials (b) create a SignUpGenius to facilitate tours during the first few weeks of semester, (c) changing "office hours" to "student hours," to shift

	focus onto students, (d) offer the same ASTC services in Vallejo, Vacaville, and Travis, (e) should be designed to accommodate part-time faculty, and (f) establishing this will comply with Accreditation suggestion on how SCC support Student Services. A resolution focused on this topic will be presented to Senators on March 29, 2021.
12.3 Ethnic Studies Requirement AB 1460	AS President Jaimez shared the memo from the Chancellor's Office and ASCCC, "Impact of AB 1460: Ethnic Studies Transfer Alignment" (see attached document). By law, this needs to be offered by Fall 2022. She also presented, "Demystifying AB 1460" (see attached) by Letitia Senechal, Chad Redwing, Rob Stevenson, and Eva Mo. She will send out a college wide email about this topic and solicit volunteers who are interested in being part of AB 1460 Task Force. Michael Wyly, Ashlie Lawson, Isabel Anderson, Heather Watson-Perez, Sarah Barsness, and Michelle Arce volunteered to be part of this group.
12.4 Journalism Program	The committee assigned to review this program initially recommended to eliminate AA, keep/modify ADT, and to offer certificate. The Senate and VP Williams discussed: (a)"capacity concerns" related to the college/faculty ability to support and offer journalism (b) student interest, (c) Journalism courses have not been offered at SCC for at least four years, (d) SCC is experiencing funding issue, low enrollment rate, and class reduction, (e) students do not need this degree to transfer to a Journalism program at Sac State, (f) the need of a faculty assigned/dedicated to this program to update and create new courses, and (g) how to modernize Journalism in digital age. VP Williams will arrange another meeting with this committee to provide a final recommendation to Senate.
12.5 Tassel Software – LaNae Jaimez	AS President Jaimez explained that program and curriculum mapping will continue to be part of faculty purview and Tassel will provide other services such as support creating new curriculum maps and webpage design along with access to employment data and resources.
12.6 Commitment to Anti-Racist Practices and Equity in Education	SESC Chair wrote the document approved under item 11.2. Curriculum Chair Sarah Barsness announced that a Professional Development session, "Towards an Anti-Racism Curriculum" is scheduled on March 18, 2021. The Hiring Prioritization Task Forces will be meeting next week and information discussed will be shared with the Senate on March 29, 2021. The task force review of the Faculty Hiring manual will be completed by April. The document will then be reviewed by Senate President Jaimez, Human Resources and VP Williams during Summer 2021 and recommendations for modifications will be brought to Senate Fall 2021.
12.7 New Process of Changing Local GE	Curriculum Chair Sarah Barsness presented, a draft of "SCC GE Local/Non-Transfer" and existing "SCC General Education, Option A" on

SCC catalog (see attached documents). She emphasized that the first document is a draft and being presented to Senators for input. The following items were updated: (a) reducing minimum from 21 to 18 units which is allowable per Title V, (b) changes under "Life Long Learning" and received feedback from CTE Advisors, (c) addition of all courses from CSU and IGETC (Options B and C) to the options for the local degree and (d) faculty will be able to request courses to be added under this new GE platform, and a subcommittee under Curriculum Committee, will review these items, and (d) the committee would like to receive feedback from different departments, (e) the GE options will no longer be referred to as A, B and C, but as Local, CSU and IGETC. The Curriculum Committee will be sharing the proposal with all faculty via division meetings for feedback and concerns. An updated version of this document will be shared with Senators once finalized.

13. Reports

13.1 Academic Program Review Committee	APR Committee Chair Rachel Purdie was not able to attend this meeting.
13.2 Student Equity and Success Council	SESC Chair Josh Scott was not able to attend this meeting.
13.3 Curriculum/Tech Review Committee	Curriculum Chair Sarah Barsness announced that March 18, 2021 was the deadline to submit courses/programs.
13.4 Assessment Committee	Assessment Committee Chair Andrew Wesley announced that course assessment will be mandatory and a Professional Development session has been scheduled to help faculty with this process. Also, eLumen and Canvas integration will occur during Fall 2021.
13.5 Distance Education Committee	DE Chair Committee Erica Beam shared that they have been working on completing the faculty course approvals. She voiced her appreciation to all DE mentors and the committee who have been working diligently in completing these approvals. Per her conversation with VP Williams and VP Diamond, Cares Act funding can be used to pay for Online Teachers Conference registration fees – email Sheila Kaushal (Sheila.Kaushal@solano.edu) if you are interested in attending. The Summer 2021 BluePrint shell is created and a presentation/demo will be shared during the DE Committee meeting on Friday, March 19, 2021. She is hosting, "PlayPost: Creating Interactive Videos on Canvas" on March 17, 2021 during Professional Development. During Fall 2021, she will be hosting sessions on how to convert zero textbook cost resources for use in Canvas.
13.6 Professional Development/Flex Cal Committee	PD/FC Co-Chair Michelle Smith provided the following updates: (a) SCC mid-semester PD Days (March 17-18, 2021) schedule is out, (b) a committee meeting is scheduled on March 18, 2021 where information

	about the new Professional Development system will be shared and the group will discuss possible ideas/sessions for August 2021 PD Days, and (c) Rachel Smith recommended two students to design a logo and banners for the Professional Development system.
13.7 STAC Committee Update	Senator Beam and Atticus Frey are members of STAC (Strategic Technology Advisory Committee) who will be drafting a Technology Plan. She would like to see greater spending on user experience technology and software. Faculty members are encouraged to provide feedback to her or Atticus Frey.
13.8 Calendar Committee	Curriculum Chair Sarah Barsness is the Senate representative in the Calendar Committee. She shared that spring breaks have been added on the calendar to align with Fairfield-Suisun District and are no longer linked to the Easter holiday. The committee continues to discuss the possibility of a compressed calendar and a survey will be released to gather more input. VP Williams shared drafts of, "SCC District 2022-2023 Academic Calendar" and "SCC District 2023-2024 Academic Calendar" (see attached documents). Also, summer sessions will be six OR eight weeks. There will no longer be nine-week sessions. These calendars will be presented to Unions, College Governance, and Governing Board
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) 14.04 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 – TBD (1st meeting of the month) 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	The meeting adjourned at 5:03 pm.

ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN THE HONEYCHURCH OR VIA ZOOM UNLESS OTHERWISE NOTED.

April 12, 2021
April 19, 2021
May 3, 2021
May 10, 2021 (Tentative)

Documents Reviewed
1. ASCCC Survey
2. Senate Resolution 03.15.21: Call to the SCC Campus Community to Support the Adoption of Zero Cost/Low Cost Course Materials
3. Impact of AB 1460: Ethnic Studies Transfer Alignment
4. Demistyfying AB 1460
5. Academic Senate Meeting Calendar 2021-2022
6. PD/Flex Cal Committee Update
7. SCC GE Local/Non-Transfer (DRAFT) and SCC Catalog GE 2021
8. SCC District 2022-2023 Academic Calendar (DRAFT)
9. SCC District 2023-2024 Academic Calendar (DRAFT)