



ACADEMIC SENATE

Approved Minutes

November 2, 2020

Meeting via Zoom

3:00 pm – 5:00 pm

<p>1. Call to Order</p>	<p>Academic Senate President LaNae Jaimez called the meeting to order at 3:02 pm.</p>
<p>2. Roll Call</p>	<p>Academic Senate Officers: LaNae Jaimez (President), Josh Scott (Vice President), Erin Duane (Secretary/Treasurer, At-Large), and Michael Wyly (Past President/Ex-Officio)</p> <p>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, Teri Brunner, and Vitalis Enemmuo</p> <p>Sheila Gorospe-Kaushal (Administrative Assistant)</p> <p>Ex Officio: Andrew Wesley (Assessment Chair), Erica Beam (Distance Education Chair), Ferdinanda Florence (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)</p> <p>Absent: Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), and Michael Reilly.</p> <p>Guest: Dean Neil Glines</p>
<p>3. Agenda Approval</p>	<p>AS Vice President Scott motioned to approve the agenda of November 2, 2020 as presented. It was seconded by Senator Ayala. The motion was approved unanimously.</p>
<p>4. Approval of Minutes</p>	<p>Senator Ayala motioned to approve the minutes of October 19, 2020 as presented. It was seconded by AS Vice President Scott. Senator Jose Cortes abstained. This document was approved by majority of the vote.</p>
<p>5. Comments from the Public</p>	<p>5.1 Candace Roe’s email was reviewed under item 6.7.</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 Inherently Inaccessible Workgroup

AS President Jaimez had a workgroup meeting with Senator Beam, Candace Roe, and Dean Kristin Connor. Once available, a draft of recommended procedures will be shared with Senators.

6.2 Academic Program Review Coordinator Update

APR Coordinator job description has been updated. This will be posted by Human Resources ASAP.

6.3 Faculty Hiring Task Force

The task force is reviewing the Faculty Hiring Manual as part of the regular review cycle and with the goal of better supporting equity and diversity in mind. The update document will be placed on a future Senate agenda for review and feedback.

6.4 Using Tutors for Alt Text

AS President Jaimez and VP Williams will continue to discuss this topic in terms of making content accessible and will provide possible resources/options for faculty as soon as possible.

6.5 SEA Update

AS President Jaimez held a meeting with AS Vice President Scott, AS Previous President Wyly, VP Cooper, and VP Williams to review SEA Plan and plans to support various student support programs. VP Cooper will be communicating with different SCC programs.

6.6 Board of Trustee Report Update

AS President Jaimez shared topics/information that had been discussed during the last Senate meeting with the BOT on October 21, 2020.

6.7 Ginger Cain Additional Public Comment Document

Ginger Cain, Dance/Kinesiology/Health Education faculty, was not able to attend this meeting. She requested to share Counselor Candace Roe's email (see attached document) with the Senators.

6.8 SCC Foundation Emergency Support Funds

The Senate will match up to \$1,000 of donations made to SCC Foundation Emergency Support fund.

6.9 Phi Theta Kappa

PTK will be having an annual book drive, which is one of the group's primary sources of funding. If interested in donating books, please contact AS President Jaimez or AS Past President Wyly.

7. Superintendent-President Report

S/P Celia Esposito-Noy was not able to attend this meeting. In collaboration with Joel Powell, S/P Esposito-Noy will be hosting a Zoom session where people can discuss the election. An email invite will be sent out today or tomorrow regarding this meeting.

8. VP of Academic Affairs Report	VP David Williams was not able to attend this meeting. He will send out an email addressing/ideas on how to talk to students about the upcoming election.
9. Consent Agenda – Action Item	There were no items in this section.
10. Action Items, Including Items Removed from Consent	
10.1 Senate Bank Account	AS President Jaimez presented Senators with two options regarding the Senate bank account: (A) SCC foundation account or (B) district account (see attached document). AS Secretary/Treasurer motioned to approve Option A. It was seconded by Senator Beam. The motion passed unanimously.
10.2 Hayward Award Nomination Process	Senator Wesley, Distinguished Faculty Coordinator, presented two options on how to determine nominations for external awards when current recipients decline this offer (see attached document). The Senators reviewed/discussed the advantages and disadvantages of the two situations presented. AS Vice President Scott motioned to approve Option 2. It was seconded by Senator Wesley. Senator Arce abstained. This motion was approved by majority of the vote.
10.3 BP XXXX Credit for Prior Learning	In VP Williams’s absence, AS President Jaimez explained the reasons behind creating board policy, “Credit for Prior Learning” (see attached document). Senator Wesley motioned to approve this document. It was seconded by AS Secretary/Treasurer Duane. The motion was approved unanimously.
11. Other Committee	
11.1 Guided Pathways Update	Guided Pathways Coordinator Michael Wyly provided committee update via email (see attached document). This document was forwarded to Senators after the meeting.
12. Information/Discussion	
12.1 Hiring Prioritization Document Update	AS President Jaimez presented, “Hiring Prioritization.” The Senate discussed: (a) usage of Perkin/strong workforce funds, (b) new programs/program with no full time faculty representation, (c) length of response to 1000 words, (d) hiring prioritization is about prioritization not finding funds, (e) reasonable caps within the discipline, (f) qualitative question prompts, and (g) possible presenter(s) (i.e. students, Deans, VP, persuasive techniques) and time allocation. This document will be further reviewed during the next Senate meeting.

12.2 Streamline Templates for Two-Year (Abridge) and Six-Year Program Review Reports	Academic Program Review Chair Ferd Florence shared two templates: Two-Year Abridge and Six-Year Program (see attached documents). She provided the following information: (a) a program review occurs every six years unless it's receiving Perkins funds, (b) labor market data generated by eLumen versus survey results, and (c) who will review it first the Deans or faculty? These documents will be added under Action Items on the next Senate meeting. A copy of the feedback obtained from completed program reviews informing the Facility Master Plan (see attached document) was sent to the S/P several weeks ago. This document was shared with Senators after the meeting.
12.3 SESC Policies and Best Practices	SESC Chair Josh Scott shared the following documents: (a) Policies and Best Practices Regarding Zoom and Online Exam, (b) 2020-21 Opinion Regarding Online Class Cameras-On Requirements, and (c) Real-Time Close Captioning and Closed Caption Support (see attached documents). The following topics were discussed: (a) institutional support in order to implement proposed policies and best practices, (b) synchronous and asynchronous classes and practices, (c) Zoom policies and best practices, and (d) online exams. The Senators provided their feedback and this document will be under Action Items on the next Senate meeting.
12.4 ASCCC Fall 2020 Resolutions 6.01 – 19.1	AS President Jaimez requested Senators to review this document and provide their input to her via email by November 6, 2020.
12.5 SCC Academic Senate Website	Due to lack of time, this item was not reviewed and will be included on the next Senate agenda.
12.6 Commitment to Anti-Racist Practices and Equity in Education	There were no updates provided.
13. Reports	
13.1 Academic Program Review	This topic was discussed under item 12.2.
13.2 Student Equity and Success Council	This topic was discussed under item 12.3
13.3 Curriculum/Tech Review	Curriculum/Tech Review Chair Sarah Barsness provided the following updates: (a) the committee approved 503 DE addenda, (b) she will be planning an Equity and Anti-Racism session during SCC Spring 2021 Flex Cal, and (c) they will be creating a draft of General Education approval process.

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

- 14.1 Academic Program Review – Ferdinanda Florence (1st meeting of the month)
- 14.2 Student Equity and Success Council – Joshua Scott (1st meeting of the month)
- 14.3 Curriculum/Tech Review – Sarah Barsness (1st meeting of the month)
- 14.4 Assessment Committee – Andrew Wesley (2nd meeting of the month)
- 14.5 Distance Education – Erica Beam (2nd meeting of the month)
- 14.6 Professional Development/Flex Cal – Michelle Smith (2nd meeting of the month)
- 14.7 Guided Pathways Steering Committee – Michael Wyly (1st meeting of the month)
- 14.08 ASTC Update
- 14.09 Resolution in Support of Music, Art, Theater, Other Programs Severely Impacted by COVID-19
- 14.10 Faculty Hiring Prioritization Task Force
- 14.11 Work Group Assigned to Review Severely Impacted Programs by COVID19
- 14.12 Local GE Task Force

15. Adjournment

AS Vice President Scott motioned to adjourn the meeting. It was seconded by Senator Hidy. The meeting adjourned at 4:56 pm.

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

November 16, 2020

November 23, 2020 (Special Meeting: Hiring Priorities)

December 7, 2020

December 14, 2020 (Tentative)

January 14, 2021 (9:00 AM – 12 PM)

January 25, 2021

February 1, 2021

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. Candace Roe (Public Comments)
2. Managing Senate Bank Account
3. DF Committee Recommendation
4. BP XXXX Credit for Prior Learning
5. Guided Pathways Update

6. Hiring Prioritization Update
7. APR Committee: Template for Two-Year (Abridge) and Six-Year Program
8. SESC Committee: Policies and Best-Practices Regarding Zoom and Online Exams
9. 2020-21 Opinion Regarding Online Class Cameras-On Requirements
10. Real-Time Close Captioning and Closed Caption Support
11. Facility Master Plan