



# ACADEMIC SENATE

## MINUTES

Monday, February 27, 2023

Denis Honeychurch Boardroom, Room 626

[Zoom](#) (856 1717 1465)

3:00pm – 5:00pm

### 1. Call to Order/Land Acknowledgement

AS President Scott called the meeting to order at 3:04pm.  
Past President Jaimez read the Land Acknowledgement Statement.

### 2. Roll Call

#### **Academic Senate Officers:**

President

Josh Scott (2022-2024)

Vice President

Rebecca LaCount (2022-2024)

Secretary/Treasurer

Erin Duane (2021-2023)

Past President/Ex-Officio

LaNae Jaimez (2022-2024)

#### **Academic Senate**

Mathematics & Sciences

Kristina Ferrebee (2021-2023)

Randy Robertson (2022-2024)

Liberal Arts

Jose Cortes (2022-2024)

Applied Technology & Business

OPEN (2021-2023)

OPEN (2022-2024)

Counseling

Kelvin Cheah (2022-2024)

Social & Behavioral Sciences

Lauren Taylor-Hill (2021-2023)

Anthony Ayala (2022-2024)

Full-Time Senator At-Large

Erin Duane (2021-2023)

Cristina Young (2022-2024)

Health Sciences

Vitalis Enemmuo (2021-2023)

Robin Sytsma (2022-2024)

Adjunct Senator At-Large

Rhuenette Alums (2021-2023)

#### **Ex Officio:**

Academic Program Review Chair

LaNae Jaimez (Fall 2022-Fall 2024)

Distance Education Chair

John Perez (2020-2023)

Curriculum/Tech Review Chair

Sarah Barsness (2020-2023)

Student Equity & Success Chair

Michael Silva (2021-2024)

Christina Taliaferro (Administrative Assistant)

	<p><b>Guests:</b>  Celia Esposito-Noy (Superintendent-President)  David Williams (Vice President of Academic Affairs)  Lisa Neeley (Vice President of Student Services)  Curley Wikkeling-Miller (Coordinator, Center for Educational Excellence)</p> <p><b>Absent:</b>  Michael Reilly (Liberal Arts)  Michelle Smith (Professional Development/Flex Chair)  Andrew Wesley (Assessment Chair)</p> <p><b>3. Agenda Approval</b>  Senator Cheah motioned to approve the February 27, 2023 agenda;  Senator Duane seconded the motion.  The motion passed unanimously.</p> <p><b>4. Approval of Minutes</b>  Senator Ayala motioned to approve the February 13, 2023 minutes;  Senator Duane seconded the motion.  The motion passed unanimously.</p> <p><b>5. Comments from the Public</b>  There were no comments from the public.</p> <p><b>6. AS President Update</b>  <b><i>AS President Josh Scott</i></b>  <b><i>6.1 Vacant Positions:</i></b>  <ul style="list-style-type: none"> <li>• <i>Applied Technology &amp; Business: Senator (2 positions)</i></li> </ul> These Academic Senate positions still need to be filled.</p> <p><b><i>6.2 <a href="#">Spring Plenary</a> (April 20-22, 2023) – Declare interest by March 1, 2023</i></b>  Confirmed attendees are Josh Scott, Rebecca LaCount, and John Perez.  Other interested faculty have until March 1<sup>st</sup> to declare their intent to attend.</p> <p><b><i>6.3 Distinguished Faculty Awards: Process, Committee, Timing, etc.</i></b>  The new plan for this committee is to have a rotating chair on a yearly basis. LaNae Jaimez will chair the committee this year and will ask current distinguished faculty to participate.</p> <p><b><i>6.4 Meeting with SCFA President Erin Farmer: shared advocacy for department chairs, joint FLEX event in August</i></b>  The results of this joint meeting included the following prioritizations:  <ul style="list-style-type: none"> <li>• Advocating for department chairs</li> <li>• Developing a meaningful community</li> <li>• Mentoring opportunities</li> <li>• Improved participation in program reviews, etc.</li> <li>• Joint social event at the beginning of the semester</li> </ul> </p>
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**7. Superintendent-  
President Report**

*6.5 Support for DE*

The DE Director job description has been drafted and is currently being reviewed by VP Williams. The hope is to have this position filled and in place before the summer to support the DE Coordinator

*6.6 Mental Health Support for students and staff & Security and Safety in Buildings*

Conversations around mental health, safety, etc. have become increasingly more important, especially post-pandemic. There is also an interest to learn more about the roles and protocols of the public safety officers. VP Neeley will be visiting division meetings in March to discuss topics such as conduct, discipline, and safety. There will also be “health and healing” workshops offered for classified employees.

*6.7 Senate-sponsored FLEX sessions—Best Practices in Grading and Academic Freedom*

- The Flex session about grading best practices will take place on March 15<sup>th</sup> at 1:00pm.
- The Flex session about Academic Freedom will take place on March 16<sup>th</sup> at 10:00am. This session will be led by members of ASCCC.

*6.8 Usage, Plans, Policies, etc. for Library Study Rooms*

There are no longer plans to have J.T. Media use the library study rooms for office space.

*6.9 Other*

***Celia Esposito-Noy***

- There will be a study session at Wednesday’s Board Meeting (March 1<sup>st</sup>) to discuss the topic of football at SCC. There will be no decisions made at this meeting.
- A survey will be implemented to determine plans for the quad. It has been delayed, but the hope is to have a timeline rolled out very soon.
- SB169 is designated for traditional student housing for full-time students. It will serve a small number of students, but the funding is limited to this student population. We will proceed with applying for these funds. Phase 2 will serve non-traditional students, i.e., students who have children or who are caretakers. Phase 3 will focus on an active senior facility (active seniors who are interested in living on a college campus).
- Ramadan is coming up around March 22<sup>nd</sup>. Solano is looking at ways to support students, faculty, and staff during this time. For example, the cafeteria may offer food later in the evening or before sunrise.

**8. VP of Academic Affairs Report**

**David Williams**

VP Williams provided a follow-up to faculty concerns about being left out of the budget planning process. The deans confirmed that their processes vary, but they do generally publicize a time for faculty to share their needs. The deans have been asked to be more transparent with this process. The annual budget process starts in March and considers a variety of funding sources. The deans and faculty together should categorize funding requests into three broad categories: critical need, program improvement, and “nice to have”.

**9. VP of Student Services Report**

**Lisa Neeley**

- Scantrons and bluebooks will be available for students at no cost at the centers and at the library.
- There is a designated space for LGBTQ+ students on the first floor of the 400 building.
- There will be a new culture-affirming space for Black/African-American students on the 2<sup>nd</sup> floor of the 400 building. This area includes office space for A<sup>2</sup>MEND and IMANI. More information about a mini launch will be coming soon.
- VP Neeley thanked everyone who supported and was involved with Black History Month. Women’s History Month is coming up in March.

**10. Consent Agenda – Action Item**

The were no items on the consent agenda.

**11. Action Items, Including Items Removed from Consent**

*11.1 Request by voting members of the Academic Senate to participate remotely due to “Emergency Circumstances”.*

- Vitalis Enemmuo (Health Sciences)

Item 11.1 passed unanimously.

**12. Information/Discussion Items**

*12.1 Update on Academic Senate Election*

*LaNae Jaimez*

AS Past President Jaimez shared the [elections guidelines](#) in the Academic Senate bylaws. She created a more specific timeline for the spring elections. The following positions are due to go through the election process if there are multiple nominations:

- Full-Time Senator At-Large
- Adjunct Senator At-Large.

Nominations will be open from March 7<sup>th</sup> to March 15<sup>th</sup>. Elections will be held March 20<sup>th</sup> to April 3<sup>rd</sup> (if necessary).

Schools will handle their own elections. Senators who have a term ending in Spring 2023 should communicate with their schools and offer the opportunity to colleagues to participate on the senate.

Committee chairs who are nearing the end of their terms will also need to be evaluated in the next few weeks.

*12.2 Introduction of Curley Wikkeling-Miller (Coordinator for Center for Educational Excellence) - [Vision & Mission \(Draft\)](#)*

*Josh Scott & Curley Wikkeling-Miller*

Curley Wikkeling-Miller the new coordinator for “The Center” introduced herself and gave an overview of the vision and the mission. The vision states “Education should take place in a vibrant fully inclusive environment with equal opportunities for all employees.” The mission is focused on 4 areas: to create, to foster, to provide, and to deliver. The Center is intended to support faculty, staff, and administration by bringing everyone together to create a sense of community while focusing on fun and relaxation. In addition, the Center will provide support, workshops, training, and mentoring programs. The Center has been and will continue to collaborate with Professional Development. Meetings, trainings, and activities for participants will take place on the 4<sup>th</sup> Thursday of the month (3:30-4:30pm) in Room 113. Presenters on March 23<sup>rd</sup> will be from T4E. Feedback is welcome via email at [cee@solano.edu](mailto:cee@solano.edu) or at [curley.wikkeling-miller@solano.edu](mailto:curley.wikkeling-miller@solano.edu).

*12.3 Procedure for naming facilities based on significant contributions of time, effort, or other outstanding nonmonetary contributions to the college. – See [Nomination Form](#)*

*Josh Scott*

AS President Scott and Senator Alums have been involved with the drafting of the non-monetary room naming nomination form. The intention is to avoid a competition between monetary and non-monetary nominations. A rubric is still in the planning stages and multiple rubrics may be necessary. There are still components of this process that need to be worked out. Anyone interested in getting involved should contact Josh Scott.

*12.4 [Academic Senate Goals](#) for FY2023*

*Josh Scott*

AS President Scott shared the revised and consolidated goals for FY2023. He organized specific goals below 3 high-level initiatives. Feedback is welcome.

**13. Sub-Committee Reports**

*13.1 Assessment Committee – Andrew Wesley*

A. Wesley was unable to attend but sent the Assessment Committee [update](#) in advance.

*13.2 Distance Education – John Perez*

J. Perez shared the DE committee [update](#).

*13.3 Professional Development/Flex Cal – Michelle Smith*

M. Smith was unable to attend but sent the following PDFC update:

	<p>“The PDFC committee is finalizing the professional development program for Wednesday, March 15 and Thursday, March 16. We have lots of great sessions planned and we look forward to seeing everyone, online or in person, soon!”</p> <p><b><u>2022-2023 Committee Goals and Self-Assessments: Mid-Year Reports</u></b></p> <p><a href="#">Academic Program Review</a> – LaNae Jaimez  <a href="#">Assessment Committee</a> - Andrew Wesley  <a href="#">Curriculum/Tech Review</a> - Sarah Barsness  <a href="#">Distance Education</a> - John Perez  <a href="#">Professional Development/Flex Cal</a> – Michelle Smith  Student Equity and Success Council – Michael Silva</p>
<p><b>14. Other Reports</b></p>	
<p><b>15. Adjournment</b></p>	<p>Senator Duane motioned to adjourn the meeting;  Senator Cortes seconded the motion.</p> <p>AS President Scott adjourned the meeting at 4:55pm.</p>

**ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN HYBRID FORMAT UNLESS OTHERWISE NOTED.**

**Upcoming Monthly Reports**

*1<sup>st</sup> Meeting of the Month:*

- Academic Program Review - LaNae Jaimez
- Student Equity and Success Council – Michael Silva
- Curriculum/Tech Review – Sarah Barsness
- Guided Pathways Steering Committee – Melissa Reeve

*2<sup>nd</sup> Meeting of the Month:*

- Assessment Committee – Andrew Wesley
- Distance Education – John Perez
- Professional Development/Flex Cal – Michelle Smith

Meeting Dates	Meeting Topics & Themes
<b><i>Spring Semester:</i></b>	
March 13, 2023	<ul style="list-style-type: none"> <li>• ChatGPT – Implications for Teaching</li> <li>• Committee Updates</li> </ul>
March 27, 2023	<ul style="list-style-type: none"> <li>• Meeting at Vallejo Center</li> <li>• Exemplary Program Award (ATEC)</li> </ul>
April 3, 2023	<ul style="list-style-type: none"> <li>• Committee Updates</li> </ul>
April 24, 2023	

May 8, 2023	
May 15, 2023	[Tentative Meeting]