



ACADEMIC SENATE

MINUTES

Monday – February 10, 2025

Denis Honeychurch Boardroom, Room 626

[Zoom](#) (889 8621 4078)

3:00 – 5:00 pm

1. Call to Order/Land Acknowledgement

AS President Scott called the meeting to order at 3:01pm.

Senator Dauffenbach read the Land Acknowledgement Statement.

2. Roll Call

Academic Senate Officers:

President

☒ Josh Scott (2024-2026)

Vice President

☐ Rachel Purdie (2024-2026)

Secretary/Treasurer

☒ Erin Duane (2023-2025)

Past President/Ex-Officio

☒ LaNae Jaimez (2024-2026)

Part-Time Representative

☒ Kristieen Rodriguez (2024-2025)

Academic Senate

Mathematics & Sciences

☒ Kristina Ferrebee (2023-2025)

☒ Randy Robertson (2024-2026)

Liberal Arts

☒ Jack Schouten (2023-2025)

☒ Glenn Keyser (2024-2026)

Career & Technical Education

☒ Chip Reeves (2023-2025)

☒ Toni Seals (2024-2026)

Counseling & Ad Hoc Awards Committee Chair

☒ Amy Dauffenbach (2024-2026)

Social & Behavioral Sciences

☒ Lauren Taylor-Hill (2023-2025)

☒ Erica Beam (2024-2026)

Full-Time Senator At-Large

☒ Erin Duane (2023-2025)

☒ Matthew Schweitzer (2024-2026)

Health Sciences

☒ Wanda Butters (2023-2025)

☒ Scott Parrish (2024-2026)

Adjunct Senator At-Large

☒ Kristieen Rodriguez (2023-2025)

☒ Andrew Wesley (2024-2026)

	<p>Ex Officio:</p> <table> <tr> <td><u>Academic Program Review Chair</u> <input checked="" type="checkbox"/> LaNae Jaimez (2022-2025)</td><td><u>Assessment Chair</u> <input checked="" type="checkbox"/> Andrew Wesley (2022-2025)</td></tr> <tr> <td><u>Curriculum/Tech Review Chair</u> <input checked="" type="checkbox"/> Jim DeKloe (Interim for Spring, 2025)</td><td><u>Distance Education Chair</u> <input checked="" type="checkbox"/> Laura Maghoney (2023-2026)</td></tr> <tr> <td><u>Professional Development/Flex Chair</u> <input type="checkbox"/> Nazia Mostafa (2024-2027)</td><td><u>Student Equity & Success Chair</u> <input checked="" type="checkbox"/> Commodore St. Germain (2024-2027)</td></tr> </table> <p><input type="checkbox"/> Christina Taliaferro (Administrative Assistant)</p> <p>Guests: Kellie Butler (Superintendent-President) David Williams (Vice President of Academic Affairs) Lisa Neeley (Vice President of Student Services) Atticus Frey (ZTC Coordinator)</p>	<u>Academic Program Review Chair</u> <input checked="" type="checkbox"/> LaNae Jaimez (2022-2025)	<u>Assessment Chair</u> <input checked="" type="checkbox"/> Andrew Wesley (2022-2025)	<u>Curriculum/Tech Review Chair</u> <input checked="" type="checkbox"/> Jim DeKloe (Interim for Spring, 2025)	<u>Distance Education Chair</u> <input checked="" type="checkbox"/> Laura Maghoney (2023-2026)	<u>Professional Development/Flex Chair</u> <input type="checkbox"/> Nazia Mostafa (2024-2027)	<u>Student Equity & Success Chair</u> <input checked="" type="checkbox"/> Commodore St. Germain (2024-2027)
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3. Agenda Approval	<p>Senator Butters motioned to approve the February 10, 2025 agenda; Senator Keyser seconded the motion. The motion passed unanimously.</p>						
4. Approval of Minutes	<p>Senator Butters motioned to approve the January 27, 2025 minutes; Senator Robertson seconded the motion. The motion passed unanimously.</p>						
5. Comments from the Public	<ul style="list-style-type: none"> • ASSC shared flyers and information about 2 upcoming Black History Month events. <ul style="list-style-type: none"> ○ Poetry Slam February 13 (3:30-4:30 pm) in the Theater ○ Art gallery Exhibition February 24 with Liberty Pierson (local Vallejo artist) 						
6. Announcements	<ul style="list-style-type: none"> • Jack Schouten: The Ed Foundation is taking departmental requests for funding; if you have a need for financial support for an initiative or project, please contact the Foundation to inquire. • Jack Schouten: The Ed Foundation's Crab & Shrimp feed is coming up on March 1st. This is a great way to meet people from the college and the community. • Jack Schouten: He recently attended a city council meeting celebrating Black History Month where our new Poet Laureate Michael Wyly read a poem. Jack suggested we consider inviting Michael and/or other presenters to do similar readings at the start of upcoming senate meetings in the hopes that this will create mental, emotional, and spiritual 						

	<p>connections to the work that the senate is doing.</p> <ul style="list-style-type: none"> • LaNae Jaimez: PTK has partnered with A2MEND, Black Falcon Success Program, and the Art Fund. There will be a reading by Michael Wyly on Wednesday, February 12th (2:00 pm) in the library, with a Black History Month banner signing. • Matthew Schweitzer: At the CCA Winter Conference, there was a call to action for faculty, staff, and students to unite to become a political voice with the power to drive change. • ASSC is collaborating with a photographer to provide free professional headshots for students as they prepare resumes, etc. This is taking place on February 21st (11:00 am – 1:00 pm) in room 1525.
7. AS President Update	<p><i>AS President Josh Scott</i></p> <p><i>7.1 10+1 Study Session</i> The study session with the board went well. Trustee Voyce requested that we collaborate on a DEI statement.</p> <p><i>7.2 Sanctuary Campus Update</i> Students, faculty, and staff shared public comments in advocacy of the sanctuary campus designation. The board plans to draft a resolution in support of this with the plan to vote on March 5th.</p> <p><i>7.3 Accreditation Findings</i> ACCJC provided Solano with an 18-month extension. Several meetings have been taking place. SCFA, Senate Exec, and others recently met with Laura Mahoney to discuss RSI compliance. Isabel Anderson, Erin Farmer, VP Williams, Josh Scott and S/P Butler also met to discuss the ACCJC findings. Next steps include building a plan for professional development, providing support for RSI, especially in online classes, and planning for evaluation which will require an MOU. SLO meetings are planned for a similar approach. These are all integral parts of our integrated planning process.</p> <p><i>7.4 Department Chair Update</i> The taskforce met last Friday with Dr. Butler. Feedback has been integrated from the deans, and a job description has been drafted. Compensation is still being worked out.</p> <p><i>7.5 Senate Website – Bios for all senators?</i> The senate website currently has detailed bios and photos for the executive members. We currently do not have bios for other senate members. There was concern that maintenance of this would be challenging. More information to follow, but the consensus is that this would helpful.</p> <p><i>7.6 Zoom Chat Policy</i> Effective immediately, the chat preview feature on Zoom during senate meetings will be turned off. Comments should be made publicly by raising a hand or speaking up. Zoom attendees can still report technical issues in the chat.</p> <p><i>7.7 Lockdown Drill Debrief</i> This was a topic suggested for a future senate meeting. After some reflection, it has been determined that a better forum would a discussion hosted by the</p>

	<p>union. Chief Travis will be invited to attend.</p> <p>7.8 2025 Spring Plenary Session – April 24-26 - declare interest by March 14 Interested participants should inform Josh Scott or Christina Taliaferro.</p> <p>7.9 <i>Other</i> Senate will meet on March 10th on the Vallejo campus. The general plan is as follows: <ul style="list-style-type: none"> * 1:00 pm - Open House with student clubs & S/P Butler * 2:00 pm - ATEC tour led by Chip Reeves * 2:30 pm – Vallejo campus tour * 3:00 – 5:00 pm - Senate meeting </p>
8. Superintendent- President Report	<p><i>Kellie Butler</i> Dr. Butler was unable to attend this meeting.</p>
9. VP of Academic Affairs Report	<p><i>David Williams</i> The joint meeting with VP Williams, Josh Scott (AS President), and Erin Farmer (Union) to discuss ACCJC accreditation findings went well. It will be a team effort to reach compliance. An email will be sent out soon to set up workgroups, provide professional development, etc. These efforts will be faculty led. We need to show compliance (and/or progress) by March 2026.</p>
10. VP of Student Services Report	<p><i>Lisa Neeley</i> VP Neeley was unable to attend this meeting.</p>
11. Consent Agenda – Action Item	<p>11.1 Request for approval of Curriculum Committee Activities – February, 2025 Senator Duane motioned to approve item 11.1; Senator Dauffenbach seconded the motion. The motion passed unanimously.</p>
12. Action Items, Including Items Removed from Consent	<p>12.1 Request by voting members of the Academic Senate to participate remotely due to “Just Cause” or “Emergency Circumstances”. No voting members of the Academic Senate requested to attend remotely due to “Just Cause” or “Emergency Circumstances”.</p> <p>12.2 Approval of the 2026-2027 Academic Calendar Draft (Kristina Ferrebee) There is still an imbalance of M/W and T/TH instructional days during the spring semester. In particular, the back-to-back March Flex days affect many of the math and science classes (especially labs).</p> <p>Senator Robertson motioned to have the committee continue review of the calendar to address the M/W and T/TH imbalance; Senator Parrish seconded the motion.</p>

**13.
Information/Discussion
Items**

Discussion: Several suggestions were made to solve the M/W and T/TH imbalance.

- Changes to President's Day weekend (change from F/M or TH/F to M/T). It was pointed out that our flexibility is limited due to holiday requirements from Chancellor's office.
- Possibly splitting the Flex days into different weeks or removing one of the Flex days.
- Modifying semester start days and/or modifying college breaks.

The accessibility of the calendar also needs improvement. When it prints in black & white, it cannot be properly read. Also, the ASSC requested to add a civic engagement day to the calendar.

Senator Robertson amended the motion to send the draft back to the committee asking them to move or delete the March 17th (Weds) flex day to balance instructional days between M/W and T/TH;
Senator Parrish seconded the motion.

The motion passed unanimously.

13.1 ZTC Update (Atticus Frey)

ZTC Coordinator, Atticus Frey, presented the following [update](#).

Students are often frustrated with high textbook costs, especially when there is an additional cost for the access code. Faculty can do their part to reduce costs for students:

- Negotiate lower pricing directly with the publisher. However, even if a textbook is cheaper elsewhere, it should be filed on record with the bookstore so students with EOPS vouchers are able to get their books.
- Faculty can also negotiate free access codes with McGraw Hill to give to some of your students.

Senate will bring the textbook/bookstore/codes/etc. discussion back at a future meeting. ASSC is very much in favor of finding solutions that work for students.

Atticus invited participation on an OER steering committee: Glenn Keyser, Matthew Schwitzer, and Erica Beam volunteered.

13.2 Priorities and collaboration opportunities with Student Government (ASSC) (Josh Scott & Alex Vidal-Baquero)

ASSC representatives Lorelai Collins (Treasurer), AJ Matthews (Legislative Advocate), and Alex Vidal-Baquero (VP) attended the meeting and started by introducing themselves. Initiatives that they have been working on include the following: advocacy to protect and support students including their recent work towards establishing Sanctuary Campus Status, valuing DEI, crafting a survey via Research & Planning to evaluate nutrition and health (plus related economic issues) on campus, implementation of a civic

	<p>employment panel (as DEI is being targeted) to help students navigate government employment and other employment opportunities.</p> <p>ASSC is concerned with textbook affordability and access, bookstore issues, rentals, and related issues. Faculty are encouraged to indicate on the syllabus if they are ok with students using an older edition of a textbook (library copies available for different checkout periods).</p> <p>Overall, ASSC priorities that Senate can support include: Textbook costs, access to nutritious food options, and civic engagement. In addition, ASSC would also love to see more faculty at events, ASSC meetings, tutoring at ASTC, and overall collaboration with ASSC.</p>
14. Sub-Committee Reports	<p><i>14.1 Academic Program Review – LaNae Jaimez</i></p> <ul style="list-style-type: none"> • Liberal arts program reviews are in progress. Six have been completed, and 10 pending are pending. Everyone is on track. • The committee is also updating the Program Review handbook, completing annual review, and developing a student survey for Rising Scholars. <p><i>14.2 Student Equity and Success Council – Commodore St. Germain</i></p> <ul style="list-style-type: none"> • The election stress report was completed which turned into promotion of the Sanctuary Campus efforts. • The Drop Survey draft is in the works with finalization planned for early March. • The group finalized an antiracism statement and will be voting March 11th • The union has been approached with the topic of getting adjuncts paid to be on committees. The hope is that this will be reviewed with the next round of negotiations. <p><i>14.3 Curriculum/Tech Review – Jim DeKloe</i></p> <ul style="list-style-type: none"> • Curriculum review for business and CTE is underway • First round of common course numbering is done • 23 new courses in the works and will be coming to the committee next semester for review/approval • Statewide work with bachelor's degree: Statewide standards for upper division courses mirror those which were developed by former Senate President Michael Wylly. • Conflict is yet unresolved with CSU re: legislation enabling Community Colleges to have a bachelor's degree, particularly if that degree/discipline is already established at a CSU
15. Other Reports	There were no other reports at this meeting.
16. Adjournment	Senator Seals motioned to adjourn the meeting.

	AS President Scott adjourned the meeting at 5:02 pm.
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ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN HYBRID FORMAT UNLESS OTHERWISE NOTED.

Monthly Reports

1st Meeting of the Month:

Academic Program Review – LaNae Jaimez – [2024-2025 APR Committee Goals](#)

Student Equity and Success Council – Commodore St. Germain – [2024-2025 SESC Committee Goals](#)

Curriculum/Tech Review – Jim DeKloe (interim) – [2024-2025 Curriculum Committee Goals](#)

Guided Pathways Steering Committee – Melissa Reeve

2nd Meeting of the Month:

Assessment Committee – Andrew Wesley

Distance Education – Laura Maghoney – [2024-2025 DE Committee Goals](#)

Professional Development/Flex Cal – Nazia Mostafa – [2024-2025 PDFC Committee Goals](#)

Meeting Dates	Meeting Topics & Themes
<i>Spring Semester (2025):</i>	
[Date TBD]	<ul style="list-style-type: none">Library Update & Discussion
February 24	<ul style="list-style-type: none">Student Code of ConductJon Cornelison – Technology Update (15-20 minutes)
March 10	<ul style="list-style-type: none"><i>Meeting Location: Vallejo Campus</i>New Equity Plan - Dean of Equity and Success (Heather Watson-Perez)
March 24	<ul style="list-style-type: none"><i>Meeting Location: Vacaville Campus</i>Dual Enrollment Follow-Up (Rachel Purdie & Taskforce)DE Handbook – Discussion/Action (Laura Maghoney) – time TBD (?)
April 14	<ul style="list-style-type: none">Hiring Manual UpdatesAssessment Updates & Discussion (Andrew Wesley) – 20 minutes (?)
April 28	<ul style="list-style-type: none">Sub-Committee Year-End Self-Assessment ReportsProgram Review Updates & Discussion (LaNae Jaimez) – 20 minutes (?)
May 12	