

MINUTES
ACADEMIC SENATE
January 27, 2016
3:15 p.m.
Senate Chambers, Bertolini 4638

Present: P. Arnold, L. Aspinall, A. Bogomolny, J. Carlin-Goldberg, S. Diaz, R. Fautley, A. Forrester, A. Hsieh, T. Jacobson, R. Myers, G. Navarro, C. Norton, N. Persons, F. Pugh, O. Raola, A. Romagnoli, E. Stadnik, M. Starkey, E. Thompson, P. Usina, N. Wheeler, S. Wilson

Absent: P. Bell, T. Johnson, L. Larqué, J. McDermott-Swanson, L. Servais, C. Valencia

Guests: M. Rudolph, S. Hopkins, L. Beach, F. Pereira

CALL TO ORDER: The meeting was called to order at 3:15 p.m. by President Robin Fautley.

OPEN FORUM: None

REPORTS:

1. **President's Report** – R. Fautley – The full President's Report was made available to the Senators.
 - a. **Institutional Planning Council (IPC)** – Workgroups reported on Goal B, Foster Learning and Academic Excellence; and Goal H, Institutional Effectiveness. Reports will be made available. M. Rudolph will present the accreditation follow up report, including SRJC's responses to ACCJC, to the Senate at the next meeting.
 - b. **Budget Advisory Committee (BAC)** – Despite the large amount of money allocated to community colleges the funds are restricted and therefore will not help address the ongoing structural deficit. A significant amount of money has been allocated to economic development, which will provide a boost to CTE funding. Student Equity and Student Success will receive the same allocation as the previous year. With the majority of SCJCD's revenue coming from enrollment and with the continuing decline in enrollment it is predicted that the District will fall below the 5% minimum reserve by next year, as a result the District is considering strategically cutting low enrollment sections as well as implementing a hiring freeze.
 - c. **Facilities Master Plan** – Gensler/QKA have been assessing the campus and are working on creating demonstration classrooms. The 2030 Steering Committee has decided to go ahead with the remodel of Burbank due to its high profile within the community. A hiring committee is currently looking into architects and hope to complete the remodel project before the upcoming anniversary. A Sustainability Summit will be held Friday, 1/29 from 1:00-4:00 p.m.
 - d. **Academic Senate Spring Retreat** – The retreat will be held Friday, 2/19/16 from 9:30-12:30 at T. Jacobson's house in Petaluma. A food sign up will be sent out. Any topics of consideration should be forwarded to R. Fautley.
 - e. **New Senators** – Senator L. Sparks was replaced by S. Wilson. Senator J. Diamond was replaced by M. Starkey. Senator D. Padilla was replaced by O. Raola for spring 2016 but will return to complete his term in fall 2016.

MINUTES: December 2, 2015

Motion: N. Wheeler moved to approve. The motion was seconded and the minutes were approved unanimously.

ACTION

- 1. 4.3.11P Equivalency of Minimum Qualifications for Educational and Classified Administrators** – R. Fautley, and M. Rudolph presented the changes to this policy which affect the retreat rights of academic managers. The purpose of the changes are to align the policy with the faculty equivalency process.

Motion: N. Persons moved to approve the changes to the policy. The motion was seconded and approved unanimously.

- 2. Resolution on Problems with Department Equivalency Standards** – S. Hopkins. The Faculty Equivalency Committee wrote this resolution to clarify and document the appropriate use of departmental equivalency standards. It was clarified that departments can set higher standards and this is traditionally done through the use of preferred qualifications. These higher standards that exceed the minimum qualifications are not part of the Equivalency Committee's purview.

Motion: N. Persons moved to approve the resolution. The motion was seconded and approved unanimously.

DISCUSSION:

- 1. Resolution in Support of the District Representing the Senate Voice in District Negotiations** – Executive Committee.

Motion: E. Thompson moved to table this resolution pending further research and discussion with AFA. R. Fautley announced that an invitation for senators to be a part of that discussion will go out shortly. The motion was seconded and approved unanimously.

- 2. Distance Education Changes** – L. Beach presented an update on the various programs proposed by the California Community Colleges (CCC) Online Education Initiative (OEI) which are currently being piloted at 8 colleges. The programs include: MOU for course exchange, Cranium Café for online counseling, Proctorio for online proctoring, NetTutor for online tutoring, and new policy documents regarding the use of proprietary materials and minimum course management system use. One of the biggest hurdles presenting itself is getting all of the pilot schools to agree on one MOU. In her update on Canvas she noted that there are currently 272 published Canvas sections. Faculty and student feedback has been very positive. Elizabeth du Plessis was hired as a full time instructional designer and she is available to assist faculty with any questions they may have regarding Canvas. A one day conference has been planned for May which will include people from outside of the campus. Students are also welcome to attend. All three course management systems currently in use will be available to faculty through the end of the calendar year when the full switch to Canvas will take place. In the meantime IT has created live links in the course schedule which direct students to the correct course management system with the course material. Concerns voiced by the Senate included: lack of captioning of audio messages in Canvas, the ability of faculty to assess student accessibility issues, and general awareness of accessibility issues in online education.

- 3. Bylaw Revision Resolution: Presidential Elections** – R. Fautley, and N. Persons presented this resolution which suggests a change from the current Senate Presidential election cycle of two, two-year terms to one, two-year term followed by the option of two, one-year terms. The purpose of this change is to offer more flexibility for things like sabbatical leave and to improve continuity by shortening the time commitment.

Motion: J. Carlin-Goldberg moved to make this an action item. The motion was seconded and approved unanimously.

- 4. Time Between Finals and Grade Submission** – L. Aspinall, F. Pereira, and A. Forrester presented information on the current practice of grade submission and clarified the timeline. Issues mentioned included: business days versus calendar days, pros and cons of codifying the timeline, calendar constraints, financial aid constraints, final grade timing affecting transfer students, prerequisite

confirmation, shorter deadlines affecting meaningful student assessment, and disproportionate impact of shorter deadlines on adjunct faculty. Concerns and suggestions voiced by the Senate included: faculty teaching 12 week summer classes already have a much shorter window of time to submit grades, and including language in the policy as a reference for new faculty. It was determined that the group presenting this issue would bring back suggested policy language that addressed concerns raised to the Senate for further discussion.

ADJOURNMENT: The meeting was adjourned at 4:55 p.m.