



# ACADEMIC SENATE

The primary voice of the faculty in academic and professional matters at Santa Rosa Junior College.

## MEETING MINUTES

DATE: November 1, 2017

TIME: 3:15 p.m.

LOCATION: Petaluma Campus  
Mahoney 721

VIDEO CONF: None

### PRESENT:

J. Arild, S. Avasthi, P. Bell, J. Carlin-Goldberg, T. Ehret, R. Fautley, S. Fichera, A. Graziani, A. Insull, T. Jacobson, T. Johnson, D. King, D. Kirklin, C. McClure, L. Nahas, N. Persons, E. Thompson, K. Walker, N. Wheeler, S. Whyllly

### ABSENT:

N. Nasseem, G. Navarro, C. Norton, F. Pugh, S. Rosen, N. Slovak, M. Starkey

### GUESTS:

F. Chong, J. Saldaña-Talley, D. Laird, E. Sullivan, L. Servais, R. Holcomb, S. Conrad

### CALL TO ORDER:

The meeting was called to order at 3:15 p.m. by President E. Thompson.

### OPEN FORUM:

1. T. Johnson urged the faculty and departments to embrace universal design in classes as much as possible for the remainder of the semester. Disability Resources is currently overwhelmed with accommodation requests due to the fires. Some suggestions included: untimed assessments, take home exams, and increasing classroom participation for points.
2. E. Thompson took a moment to acknowledge those who have lost their homes in the fires including N. Persons, and three former senate presidents B. Croteau, B. Rubin, and P. Leveque.
3. F. Chong thanked all of those who worked on the response to the fires. It is currently estimated that 1,010 students, 61 faculty/staff/administrators, and 21 retirees lost their homes. Donations have come in from districts across the state and country. The JC has raised close to \$450,000.

### MINUTES:

October 4, 2017.

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

### ADJUSTMENTS TO THE AGENDA:

### REPORTS:

#### 1. President's Report – E. Thompson

- **Senate Goals** – a survey was sent out to determine the 2017-2018 Academic Senate Goals. The 10 goals with the most votes will be selected out of the 15 options.
- **Faculty Leadership Council** – Academic Senate, the All Faculty Association (AFA), and the Department Chairs Council (DCC) have agreed to informally meet to discuss issues common to faculty. The recent FAQ that went out was written in collaboration with those three groups and M. Rudolph. Goals of the council include: identifying concerns and issues important to faculty, and a newsletter.
- **Continuing Education and Research Grant** – the deadline to apply for the grant is 11/10/17. All

faculty are encouraged to apply. E. Thompson, M. Rudolph, and the Professional Development Committee will screen the applications. The grants can be used for things like research and conferences. It was noted that adjunct faculty are not eligible to apply.

- **Plenary** – E. Thompson, D. Laird, and N. Wheeler will be leaving for the Academic Senate for California Community Colleges (ASCCC) Plenary directly after the meeting. A link to the proposed resolutions was sent out to be shared with constituents. The deadline for submitting new resolutions is Thursday at 4:30. The final resolutions packet will be available Friday and the deadline for amending resolutions is Friday at 5:00. Voting preferences can be emailed or texted to any of the attendees.
- **Phones in Classrooms** – It has been reported that people have been disconnecting the classroom emergency phones to prevent them from ringing during class. S. Conrad has suggested that the phones be set to flash, rather than ring, in order to be less disruptive while still maintaining emergency alert capabilities. A straw vote was taken and the majority of the Senate agreed that flashing is preferable. S. Conrad also passed out a flyer regarding email filtering.
- **Guided Pathways** – E. Thompson attended the Guided Pathways workshop with 7 others from SRJC. More detail can be found in his written report. As a result of the essay regarding Guided Pathways he coauthored with A. Forrester, he has been asked to participate in a 4 person panel hosted by the Faculty Association of California Community Colleges (FACCC) in January. The panel will also include members from the Chancellor's Office, Board of Governors, and the State Senate Executive Committee.

**2. Curriculum Review Committee (CRC)** – D. Laird. In response to the backlog issue, credit courses will no longer need to go to the Chancellor's Office for approval but will be approved by the CRC Co-chairs, Academic Senate President, Vice President of Academic Affairs, and the President/Superintendent. This will go into effect as soon as the new electronic system for course approval is made available. This change does not apply to non-credit courses. It was noted that there are over 100 courses due for 6 year review and that there is a very tight timeline for approval due to the new, compressed timeline for scheduling and publishing of the catalog. The deadline for getting courses to the CRC is the end of November. It was noted that courses must be brought to Cluster Tech before CRC.

**3. Petaluma Faculty Forum (PFF)** – E. Sullivan is the new chair of PFF. PFF has had two meetings and a retreat so far this year. Current PFF topics include: addressing the current political climate, collegiality, campus safety, and checking in with faculty members after the fires.

#### **ACTION:**

**1. Guided Pathways Task Force** – This topic is being postponed pending further information and discussion.

#### **CONSENT:**

**1. Program Resource Planning Process (PRPP) Timeline**

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

#### **DISCUSSION:**

**1. Student Success and Support Program (SSSP)/Equity/Basic Skills Initiative (BSI)** – L. Servais, R. Holcomb. The state has mandated that SSSP, Equity, and Basic Skills be integrated and is providing categorical funding. The current related committees have been looking into how to accomplish that and are working on an integrated plan and goals, an integrated committee structure, and integrating and consolidating services. Suggestions from the Senate included: having a main committee structure

with ad hoc task forces to work on specific projects. The plan will be brought back to the Senate for at least two successive meetings.

**2. Faculty Hiring 4.3.2/P** – R. Fautley gave a brief background of the revisions to this policy and procedure. The revisions were put on hold pending completion of the Equal Employment Opportunity (EEO) Plan. The current draft includes recommendations from the Senate task force and the Educational Planning & Coordinating Council (EPCC); M. Kort edited the document stylistically and for clarity. It was noted that any changes to the policy and procedure made by the Senate would have to be approved by College Council (CC) before moving forward. Suggestions voiced by the Senate included: specifying that adjuncts will be notified rather than encouraging notification; removing the section relating to faculty involvement in recruiting; refraining from using vague terms like encourage; and including faculty from outside the discipline on hiring committees as a best practice or whenever possible rather than making it mandatory. Concerns voiced by the Senate included: potential workload issues; the difficulty of recruiting faculty from outside the discipline and the potential for that to hold up hiring if required; and the potential for requiring faculty outside the discipline to be used punitively. This topic will be brought back for further discussion.

**ADJOURNMENT:**

The meeting was adjourned at 5:05 p.m.