



# ACADEMIC SENATE

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

## MEETING MINUTES

DATE: December 5, 2018

TIME: 3:15 p.m.

LOCATION: Santa Rosa Campus  
Bertolini 4638

ZOOM LOCATION: Petaluma Campus  
Call 602

ZOOM ID: 981 881 211

<https://cccconfer.zoom.us/j/981881211>

### PRESENT:

J. Arild, L. Aspinall, P. Bell, J. Carlin-Goldberg, C. Castillo, A. Donegan, T. Ehret, S. Fichera, A. Insull, J. Kosten, S. Martin, L. Nahas, N. Persons, S. Rosen, S. Sanli Vasquez, L. Sparks, A. Thomas E. Thompson, S. Whyly

### ABSENT:

D. King, G. Navarro, C. Norton, F. Pugh, M. Starkey, E. Sullivan, N. Wheeler

### GUESTS:

A. Forrester, C. Crawford, F. Chong

### CALL TO ORDER:

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

### OPEN FORUM:

1. **N. Persons** announced that the Climate Survey has now been extended twice and still only 6% of students have responded. There is the potential that it will be extended further.
2. **T. Ehret** expressed concerns about the Course Exchange and the potential for it to harm adjuncts who teach online.

### MINUTES:

November 21, 2018

S. Martin requested that the "Exchange undermining the autonomy and professional responsibility of SRJC faculty over the curriculum process" be added to the list of concerns and suggestions under the Online Education Initiative (OEI) and Course Exchange discussion item.

The minutes were adopted as amended without objection.

### ADJUSTMENTS TO THE AGENDA:

None

### REPORTS:

1. **Guided Pathways (GP) Steering Committee** – A. Forrester presented an update on the GP Work Group. The big picture questions the work group is looking at include: what does our current participation in GP involve; what could and/or will our participation in GP involve in the future; and is participating in the GP grant program good for SRJC. The work group consists of the following: oversight and signatories, including Eric Thompson and Saeid Eidgahy; the Steering Committee, including 3 faculty co-chairs, Roberto Alvarado, Michael Hale, and Alexa Forrester, 1 administrator, Kerry Loewen, and 1 classified, Jessica Melvin; co-captains, including 4 faculty, Summer Winston, Terri Frongia, Nancy Ruud, and Deirdre Frontczak, and 1 administrator, Catherine Williams; and three subgroups adopted from the Integrated Student Success Committee (ISSC), Welcome and Invited, Guided and Supported, and Engaged and Empowered, made up of 18 faculty, 6 classified, 7 administrators, and 3 students. There is the potential for the structure to be modified in the future and the work group is also exploring the possibility of integrating with the ISSC. The majority of the

grant funding spent to date has gone to pay faculty with some used for providing refreshments at meetings, and travel. The work group is currently in the inquiry stage with the goals of determining whether the general assumption posed by the Guided Pathways reform movement, that the complexity of our system creates problems, especially for certain underserved populations: accurately reflects the situation at SRJC; accurately reflects the obstacles that SRJC students face; and if not what items would need to be removed, added, or refined. Potential solutions include: redesigning and simplifying the systems themselves by eliminating, coordinating, and/or streamlining options; and/or improving the guidance we provide students by improving communication about options, academic student supports, and/or non-academic student supports. Examples of what other colleges have tried include: program mapping; first year experiences; scheduling coordination; smaller class sizes/student loads; pedagogical training; and Peer Assisted Learning Strategies (PALS). Additional inquiry questions include: which systems do we control such that we can simplify them and what simplifications would help; does the complexity of our system provide value that would be lost if we simplified and if so, what value(s); without changing any of our educational offerings, are there ways we can better welcome and invite, guide and support, and engage and empower students; which of the examples of what other colleges have tried, if any, are right for SRJC and by what processes can we answer that question; how do we organize the GP work group to support broad engagement with and implementation of any reforms we end up recommending; and how do we fairly and effectively fund the reforms we recommend. The work group has come up with five potential options for organizing the work group and funding proposals for year two and beyond including: a department-driven model, where individual departments develop work plans and apply for GP funds; an open grant model, where anyone in the district can develop a work plan and apply for GP funds; a consultancy model, where the work group becomes a consultant services group that can be hired by the various departments, disciplines, or other units on campus; continue to explore options using the current work group model; or decline to participate in future years. The work group is also open to additional suggestions and is looking for broader representation, especially from the Math Department, and increased participation overall. It was noted that Equity funding is being combined into a single block grant and that GP funds may become a part of that grant, but that faculty hiring will not be funded under GP; and that student opinion was solicited via multiple means including: anecdotally from counselors, past student surveys, and data from the Office of Institutional Research (OIR) and the Chancellor's Office. This topic will be brought back for further discussion.

2. **President's Report** – E. Thompson sent out the full president's report prior to the meeting.
  - **State of the Senate** – The Senate now has an Executive Committee comprised of Vice President Anne Donegan and Executive Secretary Paulette Bell. Their reassigned time and duties will start in the spring semester. There are also volunteers to fill the vacant Senate seats for areas 2, 6, and 10.
  - **Shared Governance** – The Board leadership will be changing with the upcoming election next week. It is anticipated that Jordan Burns will become the new Board President replacing Maggie Fishman. Eric met with Maggie, Vice President Jane Saldaña-Talley, and Jordan and discussed multiple topics including: the Board's relationship with the Academic Senate; revisiting the 10 + 1 items the Senate has primacy on; initiatives like Guided Pathways, AB 1809, and the Course Exchange; and working more closely with the Board to educate them on the faculty perspective.
  - **Budget** – Eric feels optimistic about the decision-making process regarding the budget reductions and the inclusion of the various shared governance bodies. There have been several listening sessions and he will continue to represent the purview of the Senate in the ongoing conversation.
  - **Strategic Plan** – A subcommittee of the Institutional Planning Council (IPC) has been tasked with resetting the strategic plan, looking at the mission and values, and the requirement to align

our goals with the Chancellor's Vision for Success. The subcommittee includes faculty and classified and will be soliciting feedback on what values the Senate wants to see included in the strategic plan.

**3. Student Government Assembly (SGA) Liaison's Report** – S. Whyllly is the official Academic Senate Liaison to the SGA, which meets every Monday from 3:00-5:00. Some of the ongoing topics discussed by the SGA include:

- **The Student Housing Project** – Sarah is on the workgroup that has created a list of tiered priorities that will be used to select a developer partner. The Board will vote on putting out the request for proposal (RFP) next week. She hopes to bring this topic back to the Senate.
- **Resolution on Undocumented Students** – The SGA feels the Dream Center is understaffed and their resources are overtaxed. They have given some of their funds to help but feel that more needs to be done.
- **Hiring Committee Training** – Students are excited to begin serving on hiring committees.
- **Funding Formula** – Sarah gave a presentation on the new funding formula and stressed to the students the need for vigilance and advocacy.
- **Fall 2018 State General Assembly** – The students debated many resolutions from across the state. Topics of concern included equity, and mental and general health resources. A resolution of no confidence in Chancellor Oakley was voted down but the SGA is still debating passing their own resolution.
- **Foundation Planned Giving/Major Gifts** – 3 students volunteered for the hiring committee and are interested in shaping how Foundation funds are spent.

**ACTION:**

None

**CONSENT:**

None

**DISCUSSION:**

**1. The Senate's Goals for 2018-19 (urgent)** – E. Thompson proposed 10 goals based on previous goals, current realities, and discussion from the fall retreat, with the hope of finalizing them at this meeting. His 10 proposed goals include: Senate purview in institutional revision (new); relationship between the Senate and Board (carried over and revised); Senate purview in online delivery (carried over and revised); Senate purview in Guided Pathways implementation (new); waitlist and class size (carried over); full-time to part-time faculty ratio toward 75/25 (carried over); budget awareness and transparency (carried over); campus safety and academic freedom (carried over and revised); curriculum processes (carried over); and the effects of AB 705 (new).

Suggestions voiced by the Senators included: the Senate leading the way in boosting morale and making sure people are aware of what is happening behind the scenes; advocating for professional development, protecting the professional status of faculty, and moving Professional Development from Human Resources to Academic Affairs; including language about violent crime to the campus safety goal; and working with the Foundation to identify funding for faculty to attend conferences. President Chong noted that the Foundation is raising funds for professional development through the 100<sup>th</sup> Anniversary fund raising effort. The Executive Committee will work on revising the goals based on the Senate's feedback and will bring them back for a vote at the first meeting in January.

**2. The Senate's Newly Established Reassigned Time (RAT) for Officers** – Previously, the RAT for the Senate officers has been a matter of direct dealing with the Vice President of Academic Affairs. With the new Memorandum of Understanding (MOU) negotiated by the All Faculty Association

(AFA) the Academic Senate now has an established RAT of 80% to be split among the officers. The Bylaws Subcommittee has been tasked with establishing the RAT in the Bylaws so that it will be stable but still allow for flexibility. For spring 2019 Eric would like to know if the Senate is generally in agreement with dividing the RAT as follows: 20% vice president, 20% executive secretary, 10% parliamentarian, and 10% chair of the Class Size Task Force, with the 20% reserved for the president-elect to go unused.

Suggestions and concerns voiced by the Senators included: 20% potentially being too much RAT for the secretary unless the duties are increased; how does RAT apply to adjunct officers; providing the maximum amount of flexibility; losing the RAT that goes unused; using some of the RAT for difficult to fill positions like Curriculum Chair; and allowing the members of the Executive Committee to decide how to divide up the RAT internally. The Senate was generally in agreement with the proposed RAT for spring 2019.

- 3. Aligning Goals with Vision for Success** – This topic will be brought back for further discussion at the first meeting in January with the hope that the Chancellor will have a more finalized version of the template. It was noted that Vice President Saldaña-Talley has been advocating on behalf of SRJC.

#### **INFORMATION:**

- 1. Textbook & Instructional Materials Committee Update** – C. Crawford, J. Carlin-Goldberg

- **Textbook Affordability Act** – J. Carlin-Goldberg, the Textbook Affordability Act Campus Coordinator, gave an update on our progress. In 2017 SRJC achieved a student savings of \$34,476 compared to \$132,852 in 2018, with the Math Department accounting for 65% of the savings in 2018. The Textbook Affordability Act has officially run its course but the committee is still encouraging faculty to do Open Education Resource (OER) reviews for a \$400 stipend, still holding PDA sessions to promote open education resources, and still remaining current on state level communications. Faculty interested in doing an OER review should contact J. Carlin-Goldberg. The committee has also been working on a resolution to create a low-cost tag, similar to the zero-cost tag, that would identify courses with materials that cost \$40 or less. The following was noted: the \$40 limit was determined based on student input but is up for negotiation; and the state definition of open education resources was used by Follett to collect the data for the report.

Concerns and support voiced by the Senators included: courses that do not use textbooks or outside resources not being reflected in the data; the general push to move everything online may not be in the best interest of the students; printed copies of OERs are often very high quality; OERs increase accessibility by offering students multiple formats to choose from to best suit their individual needs; and the money that students save in one class might allow them to spend more money in another class.

- **Committee Structural Changes and Ongoing Work** – The committee updated their function and makeup last year due to the structural changes with the Bookstore. More classified positions have been added and the bookstore manager is now ex-officio. They are working on moving toward an auto-adoption process to streamline the textbook ordering and renewal process. They have invited a guest presenter to their PDA session, James Glapa-Grossklag from College of the Canyons, who is an expert on equity issues. The committee is also working on holding leadership planning sessions for those interested in OER. It was noted that OER is not about replacing textbooks, but about utilizing available resources from other faculty/colleges, and that printing options are available.

#### **ADJOURNMENT:**

The meeting was adjourned at 5:12 p.m.