



# ACADEMIC SENATE

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

## MEETING MINUTES

DATE: October 5, 2022  
TIME: 3:15 p.m.  
LOCATION: Santa Rosa, 4638 Bertolini  
Senate Chambers  
Petaluma, 628 Call Bldg.  
ZOOM ID: 958 4627 3808

[Zoom Recording](#)

### PRESENT

M. Anderman, L. Aspinall, , S. Avasthi, B. Barajas, V. Bertsch, J. Bush, J. Carlin-Goldberg, S. Cavales Doolan, A. Donegan, W. Downey, J. Fassler, G. Garcia, T. Jacobson, T. Johnson, L. Larsen, D. Lemmer, G. Morre, M. Ohkubo, A. Oliver, P. Ozbirinci, N. Persons, E. Schmidt, H. Skoonberg, N. Slovak, J. Stover, P. Usina

**ABSENT** A. Atilgan Relyea (Proxy J. Stover)

**GUESTS** A. Tillman, Student Government Association (SGA) President

### CALL TO ORDER

The meeting was called to order at 3:15 p.m. by President N. Persons. The Land Acknowledgement Statement was read by Senator A. Oliver.

### OPEN FORUM

None

### MINUTES

Senator J. Carlin-Goldberg moved to approve the September 21 minutes, which was seconded. A roll call vote was called, and Senators adopted the minutes with 25 yes votes and one absence as follows:

- |                                 |                     |                    |
|---------------------------------|---------------------|--------------------|
| M. Anderman – yes               | W. Downey – yes     | P. Ozbirinci – yes |
| L. Aspinall – yes               | J. Fassler – absent | E. Schmidt – yes   |
| A. Atilgan (proxy Stover) – yes | G. Garcia – yes     | H. Skoonberg – yes |
| S. Avasthi – yes                | T. Jacobson – yes   | N. Slovak – yes    |
| B. Barajas – yes                | T. Johnson – yes    | J. Stover – yes    |
| V. Bertsch – yes                | L. Larsen – yes     | P. Usina – yes     |
| J. Bush – yes                   | D. Lemmer – yes     |                    |
| J. Carlin-Goldberg – yes        | G. Morre – yes      |                    |
| S. Cavales Doolan – yes         | M. Ohkubo – yes     |                    |
| A. Donegan – yes                | A. Oliver – yes     |                    |

### ADJUSTMENTS TO THE AGENDA

None

### REPORTS

#### 1. President’s Report — N. Persons

President Persons welcomed Marni Cunha as the new temporary administrative assistant; explained that a motion to extend the time of a debate is not debatable, neither needs to be seconded nor voted on, and can be opposed; conveyed related Senate procedure when motion to extend is opposed, in which case a roll call vote would be taken; announced ASCCC Plenary attendance by herself (in person) and Senators Schmidt and Stover (virtually) Nov 3-5; announced the next Area B (virtual) meeting Friday, October 14<sup>th</sup> from 10am to 3pm; encouraged Senators to view the resolutions and activities; announced SRJC plans to host the

Area B (hybrid) meeting on March 17, 2023; discussed deadlines for committee appointments and the extension of Accreditation Work Group deadline to Oct 10<sup>th</sup> and invited faculty to step up to volunteer if so interested.

President Persons also reported out on committee-related and other activities specific to the Educational Planning and Coordinating Council (EPCC); the H.S.I. Title V Steering Committee, Planning and Budget Committee (PBC); Program Review, Evaluation, Revitalization, and Discontinuance Committee (Policy 3.6 and 3.6P); College Council (CC); Enrollment Management Work Group; and Guided Pathways related discussions (see report for full discussion). She ended by mentioning members of the Academic Senate Executive Committee (ASEC) will rotate their attendance at Department Chair Council (DCC), and thanked Leila Rand and the IT Department for their excellent support.

[Read N. Person's full report here.](#)

2. SGA President's Report — A. Tillman

SGA President A. Tillman reported a successful, peer-led Spirit Week with 86 participants, which overlapped with Suicide Prevention Month; raised awareness on the issue and the promoted the availability of campus therapists; announced that all SGA leadership positions were staffed, including a new SGA Petaluma VP; welcomed visitors to SGA meetings every Monday from 3:00 to 5:00 pm in Senate Chambers; reported on visits to SGA by the SRJC Foundation in discussion of fundraising and revenue management in support of students' experiences; announced 3 students and 1 advisor will attend the California Community College Student Affairs Association (CCCSAA) Student Leadership Conference in October; mentioned Art Hsieh from the Public Safety Training Center visited SGA, discussed classes available at the Southwest Center, and invited more student engagement; mentioned the use of Instagram, Facebook and Twitter in promotional efforts and recruitment of student volunteers and food provision at the Training Center; and announced ongoing planning and events forthcoming in October.

3. Student Equity Plan 2.0 – S. Cavales-Doolan

Senator S. Cavalas-Doolan reported that on August 17<sup>th</sup>, 2022, Dr. Jeremy Smotherman presented on the Student Equity Plan 2.0, the purpose of which is to build upon the initial Student Equity Plan to create more systemic, integrated, and race-conscious equity-oriented changes; mentioned faculty participation and input into the SEP 2.0 is crucial for the identified metrics (see full report) and most notably for metric "b. Completing Transfer-Level Math and English"; noted the Senate approved the formation of the Student Equity Plan 2.0 Workgroup, tasked to consider "how faculty can provide input on all 10+1 matters in the SEP 2.0, including all SEP 2.0 metrics, that will be inclusive and open to all faculty."; reported on the related activities and discussions at the September 16<sup>th</sup> and September 23<sup>rd</sup> meetings; and noted the survey was released earlier today (October 5<sup>th</sup>) with a quick deadline for turn around (October 7<sup>th</sup>).

[Read S. Cavales-Doolan's full report here.](#)

**CONSENT**

None

[continued next page]

**ACTION**

1. Consideration of the expansion of the Academic Senate Executive Committee (ASEC) – *Shall the Academic Senate amend the bylaw to permanently add three positions? Shall the proposed new positions be Equity Advocate at Large and Associate Faculty positions?*

A senator with experience serving on past and current ASEC configurations expressed support in favor of expanding the ASEC permanently; noted that expansion of the ASEC increases diversity of opinion, provides more inclusive and collaborative relations, and that equity is not just one person's, but everyone's, job, and is open to what new positions are added. Another senator shared a concern from a faculty constituent that expanded roles should be pursued and include clear descriptions of the position and duties.

President Persons stated that the body could consider what those roles would be and make suggestions regarding potential roles, representation, and designees, and another senator suggested developing a shared understanding of the roles of the ASEC and that there be an expectation for these positions to not only participate in ASEC meetings, but also beyond and with flexibility.

Senators expressed approval of the expansion of the ASEC, supported amending the Bylaws to accommodate for the new positions, and asked for specific definition and design to be taken into account for the roles and in particular for the Equity Advocate; noted that having these positions brings diversity of opinion and mediates some of the heavy workload; mentioned the current bylaws could be used as models for clear and defined duties; and asked for specific jobs and tasks to be identified.

Senator Donegan moved that we support the expansion of ASEC, but before the elections happen, we put together a work group where specific job descriptions are created for ASEC as a whole, but the specific tasks can be assigned after the elections.

Senators stated that the bylaws include duties of the officers and are vague to provide flexibility when duties are ultimately assigned; expressed concerns about being too prescriptive about the duties which could limit us from moving forward in a positive way; expressed the desire for conciseness and clarity; asked for the rationale behind adding three new positions; suggested voting on positions separately; reported there is more than enough work to go around; pointed out clear yet vague/flexible descriptions already exist in the Bylaws; discussed other bylaws changes and procedures for adopting changes; and noted requirement of 2/3 vote of approval to amend the bylaws as well as importance of timing before trial period ends in December (end of current semester).

President Persons reminded everyone there are only 5 more meetings, 6 if we include November 30<sup>th</sup>, and a senator asked if three new positions was enough and asked if we should allow for contraction and expansion when we draft new bylaws language so this does not have to be redone in the immediate future.

President Persons remarked that 2-3 additional, permanent members would be helpful.

Senator Stover called for the question.

President Persons clarified the motion in support of expansion of the ASEC, and noted that before the elections occur, a work group for the specific job descriptions would need to be created with the specific task being assigned after the elections.

A roll call vote was called, and the motion passed with 26 unanimous yes votes.

President Persons confirmed the unanimous yes vote and asked for a clarification, "Is this directing the ASEC to put out a call for a workgroup?" A second clarification was asked, and confirmed, "This was for the three positions as described?" A third clarification was asked whether the workgroup was to be "of the body" of Senators or the faculty at large?

Time expired on the item, and Senator Aspinall made motion to extend time by 5 minutes, which was seconded and not opposed.

Senators noted that as it is now with the current (expanded) positions, the call invited current or past senators to apply, so that could influence how the call goes out again and how the positions are filled.

A senator asked about how the workgroup would define new positions if the titles were already provided, and President Persons stated the officers might serve in various capacities.

Other senators noted that current and past senators were asked in the past to work on Bylaws, suggested that “friendly advice” be offered to the ASEC on the point of recruiting current and former senators; asked if parliamentarian be added to the mix of new positions, and it was clarified that role to already be in the bylaws.

Senator Schmidt motioned that the ASEC establish a work group to develop these specific job descriptions, and that the work group would be selected from current and former senators, which was seconded.

A senator asked for clarification regarding the last vote, and whether the new motion was an amendment or new motion.

A point of order was made that the last motion was voted on and carried, and that the new motion was separate and independent from any previous action.

Time expired again on the item, and Senator Stover motioned to extend time by 6 minutes, which was seconded and not opposed.

Another point of clarification was asked about the “establishment” of a workgroup and the specificity of the most recent motion, and President Persons indicated the motion on the floor could be withdrawn by its originator if so desired.

Senator Schmidt rescinded her previous motion.

Senator Schmidt moved that ASEC put out a call to current and former senators to serve on this work group and then make appointments to the workgroup, which was seconded.

A senator indicated they believed the previous motion was sufficient, and that no further action was needed or that a call for an “official workgroup” was necessary. Another senator expressed concerns regarding the Brown Act, and Secretary Stover expressed support in favor of the motion and voting formally as part of the Senate’s transparency in policy and procedure when conducting business in a public forum; further stressed the importance of officially recording and taking action as is appropriate to the direction of the body; expressed belief that this motion clearly indicates the Senate body is directing the ASEC to act, and expressed the importance of not leaving actions up to interpretation or whim.

A roll call vote was called, and the motion passed with 26 unanimous yes votes.

President Persons confirmed the 26 unanimous yes votes and called for the break.

## **BREAK**

President Persons reconvened the meeting and welcomed new Senator Bárbara L. Barajas to Academic Senate and her first meeting.

## **DISCUSSION**

1. Guided Pathways (GP) 2022 – 2027 Cycle – *What shall be the Academic Senate recommendations regarding Guided Pathways guiding principles moving forward? What recommendations should the Academic Senate make regarding the establishment of a Guided Pathways Standing Committee, Work Group or Task Force be? Shall the Academic Senate*

*recommend the establishment of a Guided Pathways Liaison?*

President Persons opened the topic by reviewing the discussion bullet points provided on the agenda, noted the reports already provided by Senator Stover and Dean Long, and noted the related support documents provided on website.

A senator noted the suggestion for the creation of Communities of Practice for English and math as included on the power point support document from the ASCCC that was also presented to the ASEC, and suggested ESL also be included as a Community of Practice should this idea be moved forward.

Senator Stover stated he strongly believed the implementation of GP could improve the experience of our students, support them along their educational journey, and, when implemented correctly, could be a resource and not a roadblock; celebrated the five projects underway and slated towards implementation this year and commended the tremendous job SRJC has done to customize GP locally; thought that the time to broaden and strengthen and implement GP throughout the institution was now and is large scale, collaborative work; reported that his role as unofficial GP Liaison to the ASEC needs to be institutionalized; asked that a liaison or coordinator be established across the institution so there is clear communication and clear outcomes; reported that there have been duplication of efforts due to the lack of better coordination and which could have been avoided if a broader structure was in place; noted there were a lot of ideas and resources available, and noted the opportunities for collaboration with our colleagues across the college as we seek to implement the money that we have been given, and the programs that we have approved.

Senators expressed appreciation for Senator Stover's work to date and asked the Senate to consider supporting all current work, now and going forward, and avoid past mistakes of treating projects as "one off" and rather see the work as the work we should all be doing.

A question was asked regarding the role of the First Year Experience Course and whether someone had been designed in the roles outlined in one of the reports, and it was clarified that such discussions and work was forthcoming and that there needs to be better communication and collaboration with the counseling department and that work is being undertaken in the immediate future.

Senators stated they would like to see the liaison role clearly defined as it relates to statewide and local needs, and as it relates to bridging communication gaps at SRJC, and questions were asked about the availability of funding for new directions and or positions.

President Persons responded that the ASCCC support document provided a model for structure and a comparative model to reference and consider, and that if the body determines that there would be a Guided Pathways coordinator the District would negotiate the funding.

Senator discussed that Guided Pathways needs a home and more than a liaison, and the value warrants a department with structure and inclusion across the campus, or at the very least a standing committee, and not just a workgroup; agreed with the standing committee structure as a way to avoid the "stops and starts" of the past with ongoing meetings and how we best break down barriers for students in helping them reach their educational goals; stated this work could help us serve the students in front of us.

A Senator asked if FYE course proposal is only going to be one course per year or multiple courses, noting that with a diverse student body, it would be advantageous to have different FYE courses. President Persons clarified that this point might need further discussion, and Senators clarified that the FYE course with discipline specific focus would be multiple sections, multiple disciplines, and multiple perspectives, with one COR that could be customized and taught across disciplines and instructors.

A senator clarified that committees do not allocate resources or manage ongoing programs; they serve in advisory roles and make recommendations. As such, the senator recommended working with the District to create permanent positions to support GP implementation, including faculty coordinators.

President Persons remarked that the cabinet indicated interested in supporting Guided Pathways efforts and observed that conversations with College Council and Enrollment Management are “very related” to the concept of Guided Pathways.

Senator discussed that the Guided Pathways money is limited; suggested the 10+ 1 states that this should be faculty led as related to student success; suggested that the Guided Pathways coordinator be a permanent job duty on the ASEC so that the Senate has oversight; noted the challenges of Guided Pathways relate to implementation and the importance of a liaison role to get things completed; sought to clarify the future of GP and the integration and systemization as related to one-time funds; asked for clarification of roles related to GP as specific to existing committees such as Integrated Student Success (ISSC); clarified that, based on their understanding from Summer Retreat Meetings, ISSC did have not the mechanisms to implement GP throughout the college on committees but could make recommendations or suggestions, which President Persons confirmed.

Senators discussed that the work of Guided Pathways work does not have to be tied to the Guided Pathways work, suggested creating a mechanism so that there is always going to be support for this kind of work going forward, whether it is Guided Pathways or not, and is set into play; noted that the Chancellors vision was that the Guided Pathways grant money were to be a seed to help the college institutionalize these efforts, and that funding needs to be put in place for these initiatives and beyond, and should consider GP as the very foundation by which the college moves forward.

Time expired on this discussion item. Senator Goldberg moved to extend the time by 10 minutes, which was seconded and not opposed.

Senator asked if any measurement on key performance indicators had been completed, and it was confirmed that such work had not been done to date, and a follow up comment indicated support for the district to create such a role and key person to carry out this work.

A Senator recommended that adding staff and making sure it is not only faculty would allow for more knowledgeable well-rounded people on a committee; recommended funding IT to assist as important to the success of GP; noted it was important to have a set person as a liaison GP guidance; and asked GP efforts to be college wide work engaged in together and in partnership with and across all constituencies.

A Senator asked three questions in succession: would one of the EC positions would be a Guided Pathways position? Is this work too big for only the Senate and a separate position is needed? Or do we need both (positions in Senate and across the college)?

Another senator asked for clarification when considering the differences between a task force, work group, committee, and standing committee. President Persons stated that a task force is a temporary finite thing, and a committee is usually a standing committee, and mentioned that Cuesta College has an organizational handbook that would be helpful to check out, as it identifies types of committees and gives definitions for them.

A senator asked that the Senate work with administration and classified staff to create a structure for ongoing GP work. This effort must be college wide and inclusive of all constituent groups. Classified staff are often the first point of contact for students and have expertise to lend to GP implementation. Ongoing evaluation of the effectiveness of GP is needed; student feedback will be critical part of this evaluation.

A point of order was made that the AS was out of time on the discussion item.

President Persons noted that Senators J. Stover, M. Ohkubo, J. Bush, T. Jacobson, and A. Donegan remained in the queue and would be first in line in discussion at the next meeting on October 18<sup>th</sup>.

**INFORMATION**

None

**ADJOURNMENT**

5:02 p.m.