ACADEMIC SENATE

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

MEETING MINUTES

DATE: April 5, 2017
TIME: 3:15 p.m.
LOCATION: Senate Chambers
Bertolini 4638
VIDEO CONF: Petaluma Campus
Mahoney 726

PRESENT: L. Aspinall, S. Avasthi, P. Bell, J. Carlin-Goldberg, S. Diaz, T. Ehret, R. Fautley, A. Forrester, A. Graziani, A. Hsieh, T. Jacobson, M. Ludder, C. McClure, N. Mulkovich, L. Nahas, G. Navarro, C. Norton, N. Persons, F. Pugh, R. Romagnoli, S. Rosen, M. Starkey, E. Thompson, N. Wheeler

ABSENT: A. Bogomolny, T. Johnson, D. Kirklin, L. Williams

GUESTS: J. Saldaña-Talley, D. Webb, G. George, K. Furukawa-Schlereth, J. Thompson, R. Ethington, C. Grady, A. Spall, L. Collier

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

OPEN FORUM:

1. N. Persons voiced her opposition to the potential proposal of moving the Bookstore into the space now occupied by the Tutorial Center and moving the Tutorial Center into the second floor of the Library. This potential change would cause a loss of 80-100 student work spaces in the Library, which is already very busy with computer workstations often at capacity. It would also cause a loss of 4-6 faculty offices. She is seeking Senate support against this proposal if and when it becomes a reality.

MINUTES: March 1, and March 15, 2017

Motion: S. Rosen moved to approve the March 1 minutes as amended. The motion was seconded and approved. N. Wheeler abstained.

Motion: S. Avasthi moved to approve the March 15 minutes. R. Fautley noted her concern that the second bullet point in the President's report could be understood to imply that the Senate was re-determining the status of faculty which is not within the Senate's purview. The motion was seconded and approved. A. Forrester and A. Hsieh abstained.

ADJUSTMENTS TO THE AGENDA: None

REPORTS:

1. President's Report – E. Thompson

- **Election issues** – Michael McKeever brought to attention some security related issues with the current Academic Senate election. The issues are being looked into but it has been determined that we can move forward with the current election. In the meantime we will be looking into finding a solution for future elections that can be used by other groups on campus. This topic will be brought back to the Senate for further discussion.

- **Faculty in Shared Governance** – Based on ongoing feedback as well as feedback from the recent candidate forum, faculty would like to see a better way of scheduling events intended to obtain faculty feedback as they are currently often scheduled at times that make faculty attendance difficult or impossible. After talking with M. Rudolph, it was decided that a survey would be sent out to the faculty to determine the best times to hold these types of events. Please look for that survey and participate. Additionally, for those who were not able to attend the candidate forum but who were able to watch the livestream or the recording, feedback can be sent directly to M. Rudolph.

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- **Student Information System (SIS) Request for Proposal (RFP) –** Thanks to the additional senators who volunteered to participate on the SIS RFP evaluation teams that were lacking faculty representation. The vendor selection process is underway with the option of maintaining our current system still on the table.

- **Faculty Forum Follow-up –** AFA and Senate are submitting joint PDA Day activities that include a faculty forum as well as a "fireside chat" with M. Rudolph.

- **ASCCC Plenary** will be held April 20-22. E. Thompson, G. Sellu, L. Aspinall, and N. Persons will be attending.

- **Senate Work Groups –** Volunteers will be needed for the following work groups: Advanced Placement credit policy; Class Size Taskforce; and Disciplines, COR, and Equivalency issues. Let E. Thompson know if you are interested in volunteering.

- **Soupfest** is coming up. This is a required event for New Faculty Mentors who wish to obtain PGI or Flex. Please RSVP to N. Persons.

2. **Institutional Effectiveness Partnership Initiative (IEPI) Goal Setting** – J. Saldaña-Talley. The IEPI was designed to help colleges struggling with the Accrediting Commission for Community and Junior Colleges (ACCJC) requirements by asking them to internally identify targets and goals they want to achieve. The recent Partnership Resource Team (PRT) visit was related to this initiative. This is the third year that SRJC has participated. While participation is voluntary, it is one of the conditions for receiving Student Success and Support Program (SSSP) funding, which is close to $3.1M. The Board of Governors adopts the framework of indicators that the Institutional Planning Council (IPC) utilizes to set the goals. This year IPC is working collaboratively with the Student Success and Equity Committee (SSEC) and the Basic Skills Committee, of whom Lauren Servais and Audrey Spall are members, to set the short term and long term goals. The first reading of the recommended goals will be brought to the next Senate meeting with the goal of obtaining Senate approval at the following meeting in order to obtain Board approval before the end of the semester.

ACTION: None

CONSENT: None

DISCUSSION:

1. **Changes to the Constitution –** Executive Committee. Based on a straw vote from the last meeting it was determined that the electorate would be defined as contract faculty including tenure-track, tenured, temporary full-time, and adjunct faculty including anyone currently employed by the district, or anyone who has offer rights without the restriction of a particular percentage of load. It was also determined to change the term of president to match the bylaws and to change the term of past president to be able to opt-out of the second year with the agreement of the Executive Committee. It was noted that if these changes are approved by the Senate they will then need to be brought to President Chong and the Board of Trustees for consultation before it can be put before the electorate. Two-thirds of those who vote would have to vote in favor for the changes to pass.

    Motion: A. Forrester moved to make this an action item. The motion was seconded and passed unanimously.

2. **Single Sign On (SSO) –** D. Webb is seeking Senate approval to move to a common login capability.

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Currently, faculty are required to remember multiple username and password combinations; with single sign on, faculty would only be required to remember a single username and password to log in to all of their SRJC applications and portals. It was noted that students would also move to a single sign on and that this change will offer a higher level of security than the current system of multiple logins. Concerns voiced the senate included: increased vulnerability if you forget to log out, and the potential for the changeover to impact classes. The target date for implementation is the day after grades are due in spring.

Motion: N. Wheeler motioned to move this to an action item. The motion was seconded and passed unanimously.

3. **Equal Employment Opportunity (EEO) Plan** – G. George, K Furukawa-Schlereth, and J. Thompson presented the official EEO Plan draft. The EEO Plan is mandated by the Federal and state governments, Title V, and the Education Code. The EEO Plan is not a quota system, a venue for reporting harassment or discrimination, or a hiring policy. The current 3 year plan expires June 30, 2017. The plan consists of 14 components, with the main changes being made to components 8-13. It was noted that the previous draft that was discussed at the last senate meeting had incorrect information in Appendix C which has now been corrected. The goal of the committee is to obtain Senate approval on May 5 so that it can be brought to the Board for approval during the June meeting. Concerns and suggestions voiced by the Senate included: utilizing gender neutral pronouns, making sure to have a comprehensive definition of diversity, the potential for EEO Plan considerations to override preferred qualifications, calling out the NeoGov data collection limitations in the Plan and working on making changes at the state level, and internal consistency and consistency with Ed Code and our own policies. This discussion will be brought back at the next meeting.

4. **Sustainability Committee Restructure** – R. Ethington, and C. Grady are seeking Senate approval to combine the Integrated Environmental Planning Committee (IEPC), a president's advisory committee, with the Institute for Environmental Education (IEE), a standing committee, into a single standing committee called the Sustainability Committee. The reasons for the restructure include: Dr. Chong agrees that the newly formed Sustainability Committee better serves the college as a shared governance committee versus a Presidential Advisory Committee, and making the related committees more effective by combining them. They are hoping to get this through College Council as soon as possible so that it will make it onto the list of committees before the call for committee members goes out.

Motion: A. Forrester motioned to move this to an action item. The motion was seconded and approved unanimously.

Motion: S. Rosen motioned to suspend the rules in order to vote on this action item immediately. The motion was seconded and approved unanimously.

Motion: J. Carlin-Goldberg motioned to approve the committee restructure. The motion was seconded and approved unanimously.

5. **Academic Renewal Policy/Procedure (8.2.7)** – A. Spall presented the changes to the Academic Renewal Policy/Procedure (8.2.7) for Senate approval. The purpose of this policy/procedure is to allow students to appeal grades so that they do not count against them for probation or dismissal. During the revision process, it was determined that the original policy was actually a procedure and

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that progress renewal was erroneously included in probation dismissal. The current drafts have attempted to correct these errors. Concerns and suggestions voiced by the Senate included: making the document less dense and more understandable to students, including definitions of the terms, clarifying whether students need to meet all or either of the cases presented, and making it clear that this does not apply to repeatability.

Motion: N. Wheeler moved to make this an action item. The motion was seconded and passed unanimously.

6. **Student Success & Equity Restructure** – L. Collier and A. Spall have been charged with changing the Student Success and Equity Committee (SSEC), a president's advisory committee, to a standing committee that would integrate the Basic Skills Committee, a current standing committee. The SSEC is currently in the process of writing a plan and it has been suggested that the committee not be changed until the plan is completed. This topic will be brought back for further discussion.

ADJOURNMENT: The meeting was adjourned at 5:01 p.m.