ACADEMIC SENATE

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

PRESENT

M. Anderman, L. Aspinall, F. Avila, J. Bush, J. Carlin-Goldberg, S. Cavales Doolan, C. Crawford, A. Donegan, J. Fassler, B. Flyswithhawks, T. Jacobson, T. Johnson, J. Kosten**,** D. Lemmer, M. Ohkubo, A. Oliver, N. Persons, B. Reaves, R. Romagnoli, E. Schmidt, G. Sellu, H. Skoonberg, J. Stover, J. Thompson, K. Valenzuela, S. Whylly, S. Winston

ABSENT   N/A

GUESTS   J. Adams, A. Foster

CALL TO ORDER

The meeting was called to order at 3:15 p.m. by President J. Thompson. The Land Acknowledgement Statement was read by J. Carlin-Goldberg.

OPEN FORUM

None

MINUTES

J. Carlin-Goldberg moved to approve the October 6 minutes; F. Avila seconded the motion. A roll call vote was called, and the minutes were adopted with 23 yes votes, 1 abstention, and 1 absence as follows:

M. Anderman – yes	J. Fassler – absent	R. Romagnoli – yes
L. Aspinall – yes	T. Jacobson – yes	E. Schmidt – yes
F. Avila – yes	T. Johnson – abstain	G. Sellu – yes
J. Bush – yes	J. Kosten – yes	H. Skoonberg – yes
J. Carlin-Goldberg – yes	D. Lemmer – yes	J. Stover – yes
S. Cavales Doolan – yes	M. Ohkubo – yes	K. Valenzuela – yes
C. Crawford – yes	A. Oliver – yes	S. Whylly – yes
A. Donegan – yes	B. Reaves – yes	S. Winston – yes

ADJUSTMENTS TO THE AGENDA

None

REPORTS

1. President's Report – J. Thompson

   J. Thompson announced that there were four Senator vacancies and leaves, including: Vice President Ohkubo (on leave from early November to early April), and Senator Lauren Nahas (resignation due to appointment to full-time classified position). It was requested that all Senators with upcoming sabbaticals contact the Academic Senate Administrative Assistant, Amy Quinn, at their earliest convenience so that recruitment for these replacements can be sought simultaneously.

   J. Thompson reminded Senators that interest in attending the Fall Plenary was due by Friday, October 22, and encouraged Senators to review and provide feedback regarding the Fall 2021 Plenary Resolutions posted to the Senator Resources page; shared that the Fall Communities of Practice had been established and a final round of recruitment for Spring CoPs would go out on

November 5; reported that the Educational Planning and Coordinating Council (EPCC) had its first meeting on October 14; acknowledged the EPCC's goal to support the Senate in the review and revision of policies and procedures that must be brought up-to-date for the College's accreditation process; encouraged Senators to identify those policies and procedures that should come back to the Senate soon, for further consideration after the current expedited process; reminded Senators of the upcoming Curriculum and DEIA training on November 15, and notified them of plans to schedule a training on the Brown Act; and shared that the new Professional Development Coordinators would join the next Academic Senate Executive Committee (ASEC) meeting on October 25.

[Read J. Thompson's full report here.](#)

2. Curriculum Policies – A. Foster & J. Adams

   J. Adams and A. Foster reported on their work reviewing the Curriculum Board Policies and Administrative Procedures; noted that SRJC began migrating to the Community College League of California (CCLC) policy and procedure service last spring, and that, by 2024, all policies and procedures would be revised in accordance with the CCLC recommended templates and numbering system; and shared that the Cabinet had identified and prioritized a set of policies and procedures that are legally required by Ed. Code or accreditation to meet certain standards.

   A. Foster shared that the current focus has been on the review and comparison of existing curriculum-related Board Policies and transitioning them to the CCLC template language, as well as extracting elements that could be moved to the procedure or a handbook, guide, or catalog; explained that the CCLC numbering system differs from the current SRJC system, and that one CCLC administrative procedure could reflect several different SRJC procedures; and informed the Senate that new curriculum policies aligned with the CCLC template will be agendized as consent items after the Curriculum Review Committee has reviewed them, which would then be reviewed by the EPCC before being forwarded to the President's Cabinet and Board of Trustees.

3. Educational Planning & Coordinating Council (EPCC) – L. Aspinall

   L. Aspinall reported that the EPCC, a standing committee of the Academic Senate, had reconvened to assist with approximately fifty policies under a tight timeline of review in preparation for accreditation; shared that policies were assigned to various supervising administrators to convert to the CCLC template before moving them on in the approval process; and noted that policies would appear on the Senate's Consent agenda in an effort to streamline the process and get the required work done, but advised that some policies may be flagged to return for additional work and discussion post-approval. The EPCC will begin reviewing policies at its next meeting.

   [Read the full EPCC report here.](#)

CONSENT

None

ACTION

1. Faculty Hiring Procedure, Recruitment

   President Thompson shared a suggestion based on previous Senate Presidents' practice, when conducting detailed policy revisions, of using straw polls instead of formal roll-call votes to move along the revision process.

   An edit was suggested for Item #5 to strike "…be sensitive to and understanding of…" and replace it with "…acknowledge and include…"; the item would read fully as: "The District shall acknowledge and include the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students."

Senators asked that it be further clarified how the District is expected to "acknowledge and include" student body diversity in the recruitment process, and how this procedure can be used to inform candidates that the College has a diverse student body.

Comments from Senators included: Item #3 can be used to clarify the "broad population" of applicants as opposed to relying on Item #5; pulling language from Item #5 could help to clarify and expand the recruitment pool for Item #3; the diversity of the Screening and Interviewing Committee and the diversity of the applicant pool are conflated, and needs more clarity within the procedure; and Item #5 was written to acknowledge diverse populations while also recruiting diverse candidates.

A suggestion was made to utilize language from the Los Rios Faculty Hiring policy:

- C. Professional Recruitment
    - Faculty and managers are encouraged to use their own professional and affinity group networks and associations to advertise open positions and recruit prospective applicants.
    - Faculty and managers are especially encouraged to seek out qualified members of historically underrepresented groups and encourage them to apply for open positions.
    - When the department chairs request that a job posting be advertised in discipline specific publications, lists, websites, etc., Administrative Assistants will enter this information in People Admin when submitting job postings to HR.

Specific suggestions to change Item #5 included:

- The District recruitment process shall state the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

- The District will prioritize the diverse needs of our diverse student population in its recruitment process.

- The District recruitment process shall include information on the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of SRJC's community college students.

A suggestion was made to change Item #6 to read: "The District will apply the principles of IDEA (Inclusion, Diversity, Equity, and Anti-Racism) in all recruitment processes."

Senate members commented on listing specific groups, especially ethnic groups, in Item #6, noting that the previous item had no mention of these groups, and the College needs to have very specific language provided to them regarding hiring to ensure that it is doing everything it can to recruit faculty and employees of color.

L. Aspinall motioned to extend the Action item time by 10 minutes. G. Sellu seconded the motion. There were no objections, and the discussion time was extended.

Senators continued discussing adjustments to the language of Item #6, suggesting adding "including, and not limited to…" before listing specific groups, as well as a suggestion to include "underrepresented populations" to the list.

A suggestion was made to rearrange and portion out the recruitment section, dividing the items by categories: Job Announcement (#1 & #2), Student Population (#5), and Advertising (#6, #3, Los Rios items, & #4).

The intent of Item #5 was questioned and restated as: "The district shall consider the diverse needs of our diverse students in developing our recruitment process." A straw poll was taken to assess

agreement from Senators to the intent of the suggested language, and using the "Raise Hand" feature, twenty hands were raised in support.

Senators also suggested including language that captures the procedure as being not just about the diversity of the student body, but about making sure the College is actively reaching out to groups who have not been adequately represented at the College.

A further suggestion to edit Item #5: "The district shall consider the diverse needs of community college students from different academic, socioeconomic, cultural, disability, and ethnic backgrounds in its recruitment process."

Before time was called on the item, Senators approved of the ASEC drafting several versions of the section based on discussion, and those would be posted as soon as possible.

DISCUSSION

1. Faculty Hiring Procedure

   a) 4.3.2 P, Section I. "Responsibilities"

   A suggestion was made to strike from Item #3 "into consideration" and replacing "taking" with "applying."

   Members of the Senate discussed the drafted procedure, and topics included: reasoning for striking "following" from Item #3 in the previous editing process; advising the Senate not to get "boxed in" by requiring policy to follow the Equal Employment Opportunity (EEO) Plan; the importance of including faculty voices in faculty hiring needs and remaining cautious when relying on a committee that is not solely comprised of faculty members; suggestions to strengthen the position of the Compliance Officer on hiring committees and ensure it is a respected and paid position; and reviewing the EEO Plan and following it based on what the Senate approves every few years.

   A suggestion to edit Item #4 was made, and read as: "...ensure adequate equity, diversity, inclusion and anti-racist principles are being applied to obtain adequacy of the applicant pool."

   The Senate further discussed the EEO Plan in Item #3. Members clarified that the EEO Plan is always brought to the Senate and is approved / endorsed by the Senate each time. It was then questioned why there was an EEO Plan if there was no intention of enforcing or applying it to faculty hiring. Additional Senator comments included: the EEO Plan may not always work as intended and providing an option to make decisions that take the plan "into consideration" would be better for the candidates and other members involved in the process; a request to clarify the relationship of the Hiring Policy to the EEO Plan, noting that the hiring policy should not refer to another document if it is its own policy; and a reminder that the EEO Plan is legally required by Title 5, voted on by the District, and therefore needs to be followed.

   As time was called on the Discussion item, Senate members approved, via straw poll, that the Senate Executive Committee would investigate the legal obligation of the EEO Plan and draft for the next meeting language for items #3 & #4 based on comments made during discussion.

   b) 4.3.2P, Section II, "Timeline"

   The Senate ran out of time and this Discussion Item will be rescheduled.

   c) 4.3.2P, Section VIII, "Emergency Hiring"

   The Senate ran out of time and this Discussion Item will be rescheduled.

2. 2021 – 2022 Academic Senate Goals

   Senators discussed the goals and priorities brought forth at the Fall Retreat.

A suggestion was made to create a survey or poll to use at the next meeting in order to get a sense of what items are of most importance to Senators; however, that would need to take place during a meeting and not outside of one.

Key items that Senators expressed as a priority and advocated for: Safe return to campus and F2F classes; Access to Library Resources; Hiring Policy & Procedure; Senate Equity Plan; Guided Pathways; annual anti-racism training; revisiting the BSU demands; Waitlist Policy & Procedure; and Budget as Moral Document.

Additional comments regarding these items included: creating a category of "Anti-Racism" that focuses on the Senate's Equity Plan and annual anti-racism training; clarifying that annual anti-racism training is for all faculty, not just the Senate; suggestions that many items could fall within the Senate Equity Plan (Anti-Racism training, BSU demands, Campus Police & policing); focusing on the BSU demands, especially the Ethnic Studies department, and assessing the progress of those demands by requesting a timeline of actions that the Senate and administration have taken so far; the Senate's values should be reflected in the budget, and that ideas will be more effective if they are funded; and the District is saving money by having faculty teach online, but it is not effective for students, and faculty are in a position to work on getting back to F2F.

INFORMATION

1. Board Procedure 4.3.2/P Revision Process

   The Senate ran out of time and this Discussion Item will be rescheduled.

ADJOURNMENT

5:02 p.m.