



ACADEMIC SENATE

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

DRAFT Minutes:

November 15 2023, 3:15 p.m.

Santa Rosa: Bertolini Senate Chambers, Room 4638

Petaluma: Room 690, Richard Call Bldg.

ZOOM ID: 958 4627 3808

PRESENT:

M. Anderman, L. Aspinall, A. Atilgan Relyea, S. Avasthi, A. Donegan (remote), W. Downey, J. Fassler, M. Ferguson, G. Garcia, M. Hale, T. Jacobson, D. Lemmer, D. McCall, G. Morre, M. Ohkubo, P. Ozbirinci, J. Perez, S. Rosen, E. Schmidt, N. Slovak J. Stover, P. Usina, A. Yu

ABSENT:

T. Johnson (proxy = L. Aspinall), L. Larsen (proxy = G. Garcia), N. Persons (non-voting), C. Williams (proxy= J. Fassler),

GUESTS:

L. Beach, B. Bookman, A. Donegan, K. Jolley, M. Long, J. Miramontes, K. Snyder, M. Vidaurri, J. Watterson

CALL TO ORDER:

The meeting was called to order at 3:15 p.m. by Vice President Ohkubo.

LAND ACKNOWLEDGEMENT STATEMENT

The Land Acknowledgement Statement was read by Senator McCall.

[Full statement is available here.](#)

OPEN FORUM:

- B. Bookman spoke in support of the resolution being brought before the upcoming ASCCC Plenary to affirm its commitment to removing deficit-minded language, policies, and practices by supporting a more equitable prefix such as EMLS (English for Multilingual Student) in AB1111 common course numbering. The term “English as a Second Language” (ESL) is a term that portrays multilingual students through a deficit lens and many colleges and universities in California have adopted EMLS as the discipline name instead of ESL. Concern was expressed that AB1111 and common core numbering could force us to revert to the use of ESL. Today’s Academic Senate resolution was reviewed and endorsed by the ASCCC Area 3 representatives on October 27, 2023.
[Full statement is available here.](#)
- A. Donegan spoke on CVC discussions and a video previously provided about what becoming a teaching college would mean and concerns regarding a mandatory 60 hours of training for POQR evaluators. While the video explained that a teaching college using POQR would have to follow the Chancellor’s Office rubric, neither the video nor AS discussions on 11/30/2022 discussed the mandatory 60 hours of training. A request was made that items as important as being forced to follow a rubric created by someone else and participation in mandatory trainings be fully discussed and vetted in Academic Senate Discussion before any vote.

MINUTES: None.

Vice President Ohkubo noted that the minutes of November 1, 2023, will be presented at the December 6, 2023 meeting.

ADJUSTMENTS TO THE AGENDA:

- Vice President Ohkubo announced that Discussion item 2, “Option A Local GE Pattern”, and Information item 2 “Classified Senate 9+1” will not occur and will be on future agendas.
- Vice President Ohkubo reminded the Senate of previous discussions during the retreat on remote attendance per Brown Act AB2449. A senator can request remote attendance for one of the approved just cause reasons. The senate must vote to approve the request and the remote senator must participate via audio and video and must inform the senate if anyone over 18 is present and their relationship. This does not need to be a roll call vote. Vice President Ohkubo asked if there was any opposition to Senator Donegan’s request to attend the AS meeting remotely due to just cause. Senator Donegan confirmed that she was alone and was connected via audio and video.

There was no opposition and the request was approved.

REPORTS:

1. [President’s Report](#) – N. Persons

Vice President Ohkubo informed the Senate that the President’s Report will only be in written form since President Persons was traveling. The report was posted online prior to the meeting.

2. [District Online Committee \(DOC\) Report](#) – T. Jacobson, L. Beach

The report was emailed to everyone. Information included:

- Next training workshops scheduled for Thursday, November 30, 3-4pm. The email sent included links to sign up.
- There is a new HyFlex resource page and a link to the HyFlex Interest form.

The presentation continued noting

- a proposal for a workshop during PD Day has been submitted
- DOC workgroups are currently meeting and there is support for automated cross listing for Canvas so that tickets do not have to be sent in every semester
- a regular item that the DOC is raising is funding for and how tech tools are selected since the District does not currently have a process - the presenters requested feedback on items to be renewed and new items to be requested
- a request that Academic Senate support bringing back the opportunity for new faculty to hear (each Fall) about Distance Education and available educational technology tools (information for basic Canvas training, how to get support for cross listing, etc.) and offer advance training in the Spring
- identified concerns regarding issues students are having with not being able to find their online classes once the semester starts and not knowing how to log in (then they are dropped because they did not log in) – ideas being considered include students receiving an automated message text or email with instructions once they enroll in an online class and recommendations for how faculty can reach out to their online students
- as generative AI is being discussed, please note that DOC has a resource page
- SRJC classes are now live on CVC.edu and the presenters wished to acknowledge the hard work of IT Department’s Greg Tillis to make this happen
- it is recommended that SRJC’s connection with CVC is very unique and it is recommended that faculty check their course listings and let them know if there are any issues or anything that needs to be corrected

- the “subject” search on the CVC.edu site has some issues because not all courses are listed consistently across the different colleges, so the subject search is going to be removed next semester

A question about a specific type of software was asked and it was recommended that faculty do some research on specific requests (or ask colleagues about products they know work) and then make recommendations for the product.

An additional question about availability of funds for these purchases was raised since many of the better products are not free. It was reported that much of the funding has been through CARES/COVID funding but the District is currently reviewing what kind of funding can be provided on an ongoing basis.

CONSENT:

Resolution in support of changing ESL course prefix

[Consent Item description and resolution text](#)

Vice President Ohkubo explained that the consent item is for an endorsement of the current resolution for changing the ESL course prefix. This resolution is currently part of the package being raised at the current ASCCC Plenary and this vote is in support of this current resolution. Any suggestions for amendments should be sent separately to Senator/President -Elect Stover or President Persons as the resolution is already moved to the next level for consideration.

Senator Schmidt made a motion to adopt the resolution (approve the consent agenda item). Senator/AS Secretary Aspinall explained that we do not need to approve consent agenda items with a motion. A senator asked if we should vote on the consent agenda (rather than just acclamation). It was determined that a vote would be taken since a motion had been made.

M. Anderman - Y	M. Hale - Y	J. Perez - Y
L. Aspinall - Y	T. Jacobson - Y	S. Rosen - Y
A. Atilgan Relyea - Y	T. Johnson (by proxy) - Y	E. Schmidt - Y
S. Avasthi - Y	L. Larsen (by proxy) - Y	N. Slovak - Y
A. Donegan - Y	D. Lemmer - Y	J. Stover - Y
W. Downey - Y	D. McCall - Y	P. Usina - Y
J. Fassler - Y	G. Morre - Y	C. Williams (by proxy) - Y
M. Ferguson - Y	M. Ohkubo – non-voting	A. Yu - Y
G. Garcia - Y	P. Ozbirinci - Y	

Consent agenda passed unanimously: 25 Yes, 0 No, 0 Abstain
(M. Ohkubo not voting as acting as President)

Vice President Ohkubo thanked everyone for their hard work on this resolution.

ACTION: None - No action items on the agenda.

DISCUSSION:

1. **Guided Pathways Workplan and District Leadership**— J. Stover, M. Long

Senators were asked to review the Guided Pathways Workplan. Guided Pathways is an area of mutual agreement between the District and the Academic Senate.

[Introduction to Guided Pathways Workplan](#)

[Guided Pathways Workplan](#)

[Guided Pathways Discussion/Action at Academic Senate 2022-23 Academic Year](#)

[Guided Pathways Update Email from Superintendent/President Garcia](#)

Vice President Ohkubo reminded the Senate that this Discussion item focus was to be on the Guided Pathways Workplan and the acknowledgment of the completion of the Guided Pathways Work Group's work. It was also noted that SRJC President Garcia's email was an acknowledgment of the District taking on the leadership of Guided Pathways from this point. Vice President Ohkubo prefaced the presentation with a reminder that the materials have examples of programs and things being done by other colleges but they are not commitments, just examples. This meeting's presentation was to hear the information regarding 10+1 item number 10 (institutional planning and budget development, which is an area of mutual agreement with the District). This discussion would allow for the item to be considered for move to an Action item (endorse, oppose, or choose to take no action).

Presenters provided a brief overview of the workplan. The Chancellor's office provided the structure and the work group was given an extension until December to complete the workplan so that the new SRJC President could be involved. Next it will be "sunshined" through various governance bodies.

- the workplan is organized into two sections: outcome areas and program integration
- outcome areas are based on matrix areas provided to all of the California Community Colleges and they reflect SRJC specific data with specific definitions enumerated in each section
- for each area, the items to be identified include: barriers, solutions, disproportionately impacted (DI) groups, structural barriers to progress, and plans for continuous improvement
- the plan is extensive but not exhaustive and includes examples of what could be implemented but those decisions will be made by the new Guided Pathways work group as well as future decisions of impacted constituency groups
- there are five program integrations and Guided Pathways is about integrating our efforts and funding streams into our local organized framework
- the presenters explained next steps that would be taken before the next Academic Senate meeting on December 6 (presentations to governance bodies, etc.)

Discussion included

- a question about how Guided Pathways would help disproportionately impacted students and how would this would be delivered (consortium, collective, individual students?) -- the response explained that the outcomes identify different student groups that are disproportionately impacted and how to best support these identified groups
- a question about how the information and initiatives in the current iteration of information correlates to previous discussion and terms -- the response explained that this information reflects the next generation of Guided Pathways work which is the work of integration at the institutional level and that the previous five years of work were Senate led and continue to be implemented and developed

- an additional question on this topic included asking about the items the Senate voted on in 2020, like the backpack group and the webpage group and how this work is to be reflected in this new phase – it was explained that the previous work is continuing and has recently been reported on but today's agenda item is on the current Guided Pathways Workplan that has a deadline in December. Phase one of Guided Pathways will return to the Senate for discussion.
- it was further explained that Guided Pathways was merged fully with equity work at the State level and reflects where many other colleges already are in terms of having guided pathways; SRJC is in the transition phase of carrying forward the projects already started and also carrying out the work that is being institutionalized in Guided Pathways as reflected in the report
- a question regarding specific courses for introduction to college and introduction to disciplines was raised with it being explained that these are elements of what has been developed in phase one, and this work will continue
- lack of representation of affinity groups and how to get the information back to impacted and affinity groups was raised – the response included how current efforts of outreach are being done (emails, texts, social media, cohort programs, etc.) and additional programs are being developed to reach these groups
- it was noted that students know they are failing but faculty need to be more aware of facts (like 0% of African American males are getting through math and English in their first semester so that faculty can work to create solutions)
- in addition to student affinity groups, a question was raised about involving the college departments in the process and it was explained that this is part of the next phase and the report is about identifying barriers and solutions, but nothing is set

A point of order during the discussion was about the Guided Pathways Report presented on October 18 and that it be on the agenda as a Discussion item. It was explained that this agenda item was for discussion on the Guided Pathways Workplan and the Guided Pathways Report would be on a future agenda.

Points of order were made to remind the group that the workplan was on this agenda, now, due to the external deadline and schedule and that the Report will be a future Discussion item.

A senator thanked everyone for all the work on the Workplan and identified it as a heavy lift. The senator suggested that folks can open the Workplan and see how many of their specific questions can be answered by searching the document with the search function (Ctrl F) on specific topics (e.g., “backpack” is in the workplan three different times and is rebranded as SRJC Connect). The senator also identified that the group worked in a variety of ways to gather information on barriers and solutions from numerous sources (e.g., Student Equity Plan 2.0, institutional data, committee meetings) to take into consideration a wide spread of ideas and disciplines. This is then being given to Dr. Garcia for more ideas, considerations, recommendations, etc., to be developed.

A senator noted being hopeful as previously the Academic Senate moved to create a proposal to provide integration and leadership for Guided Pathways that would be district-wide. The workplan addresses much of these needs. All the great questions people are asking are because, even with the great outreach and efforts at collaboration across the campus, much of this is still siloed and uncoordinated work.

BREAK

A senator shared that they received an email to Petaluma Faculty inviting them to meet with student success specialists to discuss the disproportionately impacted data being discussed. The senator feels this is a wonderful opportunity to work collaboratively across departments and start working on integrating Guided Pathways into SRJC.

A senator recommended that the English and Math Departments be consulted before the Workplan is sent back to the Chancellor's Office. Additionally, concern was expressed that committees that have non-faculty participants are careful not to make recommendations about academic programs or pedagogy or grades because those are all items clearly in the purview of faculty. The senator also requested that the Pathways Report (from October) be a Discussion item on the agenda for the next meeting.

A senator made the motion to move the Guided Pathways Workplan from Discussion to Action on the next agenda. The motion was seconded. No additional discussion was made on the motion.

M. Anderman - Y	M. Hale - Y	J. Perez - Y
L. Aspinall - Y	T. Jacobson - Y	S. Rosen - Y
A. Atilgan Relyea - Y	T. Johnson (by proxy) - Y	E. Schmidt - N
S. Avasthi - Y	L. Larsen (by proxy) - Y	N. Slovak - Y
A. Donegan - Y	D. Lemmer - Y	J. Stover - Y
W. Downey - Y	D. McCall - Y	P. Usina - Y
J. Fassler - Y	G. Morre - N	C. Williams (by proxy) - Y
M. Ferguson - N	M. Ohkubo – non-voting	A. Yu - Y
G. Garcia - Y	P. Ozbirinci - Y	

The motion to move the Guided Pathways Workplan to and Action item passed:
22 Yes, 3 No, 0 Abstain (M. Ohkubo not voting as acting as President)

2. Option A Local GE Pattern – postponed per Adjustments to Agenda

INFORMATION:

1. Banner Update – K. Snyder, J. Miramontes, M. Vidaurri, and J. Watterson, K. Jolley [Banner Update presentation](#)

The Banner team presented background on selection process for a new SIS and related software. Banner software was selected with implementation partners being Ellucian and SIG. The presentation reviewed the steps in the multi-year project, which is to be completed in stages, with full integration May 2025.

In response to a question about handsfree interface, the Banner team explained that any capabilities that the current system has will be integrated and mapped to the new system. It was also confirmed that all equipment would be ADA compliant, optimized for functionality, and the websites will remain the same (website management is handled by each department).

2. Classified Senate 9+1 – D. Weatherly - postponed per Adjustments to Agenda

3. **Proposed Standard Language for Task Forces/Work Groups** – L. Aspinall
[Draft for Work Group Guidelines](#)

Senator Aspinall reported that the AS Executive Committee has been listening to the senators and their request for collective guidelines that the ASEC would use to form workgroups. A draft of guidelines was presented as a starting point with the topic to be added as a Discussion item on a future agenda.

Comments included clarifying whether we are using “task force” or “work group” and Senator Aspinall noted that this is something that can be further discussed but agreed that it would be good to select a term.

A comment was made hoping that discussion would include consideration that more voices are better and that streamlining the process did not limit input.

ADJOURNMENT: 5:00 p.m.

DRAFT