



ACADEMIC SENATE

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

MEETING MINUTES

DATE: April 3rd, 2024
TIME: 3:15 p.m.
LOCATION: Santa Rosa, 4638 Bertolini Senate Chambers Petaluma, 628 Call Bldg.
ZOOM ID: [LINK](#)

PRESENT

M. Anderman, L. Aspinall, A. Atilgan Relyea, S. Avasthi, C. Cullen, W. Downey, M. Ferguson, G. Garcia, M. Gonzalez Jordan, D. Harden, J. Kremer (remote), T. Jacobson, D. Lemmer, D. McCall, G. Morre, M. Ohkubo, P. Ozbirinci, J. Perez, N. Perrone, O. Raola, S. Rosen (remote), E. Schmidt, N. Slovak, J. Stover, P. Usina

ABSENT T. Johnson (proxy L. Aspinall)

GUESTS none

CALL TO ORDER

The meeting was called to order at 3:15 p.m. by President N. Persons.

LAND ACKNOWLEDGEMENT STATEMENT

The Land Acknowledgement Statement was read by Senator D. McCall.

OPEN FORUM

1. Mark Shen, Vice President of Student Health, Student Government, commented on the concerning lack of consistency of SRJC first-aid kits leaving campus community unprepared, and urged the Academic Senate to support the [Student Government resolution](#) advocating for college-introduced policies requiring regular maintenance of first-aid kits, to be passed by the Board of Trustees.
2. Senator Stover offered Senators cards to sign expressing condolences for former Administrative Assistant to the Academic Senate, Natalia Haworth, who tragically lost her daughter to cancer. President-elect Stover will represent the Academic Senate and deliver the cards in-person at the memorial service Friday.

MINUTES

For comments or corrections to the draft minutes of February 21st a senator pointed out Senator Slovak's vote wasn't marked; President Persons clarified the final minutes would have her vote reflected correctly so Senator Lemmer moved to approve February 21st minutes, as amended, seconded. A roll-call vote was called, and the motion passed with 25 yes votes and 1 absence. The [February 21st Minutes](#) were approved.

M. Anderman – yes
 L. Aspinall – yes
 A. Atilgan Relyea – yes
 S. Avasthi – yes
 C. Cullen – yes
 W. Downey – yes
 M. Ferguson – yes
 G. Garcia – yes
 M. Gonzalez Jordan – yes

D. Harden – yes
 J. Kremer – absent
 T. Jacobson – yes
 T. Johnson (proxy L. Aspinall) – yes
 D. Lemmer – yes
 D. McCall – yes
 G. Morre – yes
 M. Ohkubo – yes
 P. Ozbirinci – yes

J. Perez – yes
 N. Perrone – yes
 O. Raola – yes
 S. Rosen – yes
 E. Schmidt – yes
 N. Slovak – yes
 J. Stover – yes
 P. Usina – yes

[continued next page]

Senator P. Usina moved to approve the March 6th minutes, seconded. A roll-call vote was called, and the motion passed with 26 yes votes. The [March 6th Minutes](#) were approved.

M. Anderman – yes
L. Aspinall – yes
A. Atilgan Relyea – yes
S. Avasthi – yes
C. Cullen – yes
W. Downey – yes
M. Ferguson – yes
G. Garcia – yes
M. Gonzalez Jordan – yes

D. Harden – yes
J. Kremer – yes
T. Jacobson – yes
T. Johnson (proxy L. Aspinall) – yes
D. Lemmer – yes
D. McCall – yes
G. Morre – yes
M. Ohkubo – yes
P. Ozbirinci – yes

J. Perez – yes
N. Perrone – yes
O. Raola – yes
S. Rosen – yes
E. Schmidt – yes
N. Slovak – yes
J. Stover – yes
P. Usina - yes

ADJUSTMENTS TO THE AGENDA - None

REPORTS

1. President's Report — President Persons shared the Academic Senate will have a special meeting on Friday, April 12th from 11am – 1 pm. Most senators surveyed during Spring Retreat indicated a desire for more opportunity for additional shared governance training with specific scenarios presented by ASCCC coach, David Morse. The special session is subject to Brown Act because a quorum of senators may attend; all faculty are welcome (President Persons will confirm whether it will be recorded). A welcome was given to new Administrative Assistant, Elisa Clement. President Persons also publicly thanked Mary-Catherine Oxford for twice serving as Administrator Co-chair of the hiring committee for administrative assistants in the past few months.

CONSENT ITEMS

1. [Change of Signatories, Exchange Bank Accounts to add Elisa Clement effective 4/4/2024](#)
2. [Academic Senate Constitution](#)

President Persons introduced the items with an explanation for each and reminded senators that Consent items are voted all at once, unless an adjustment to the agenda is made. The Academic Senate [donation fund](#) typically has the Administrative Assistant as a signatory so body must vote for that; and second consent is for the body to vote to send changes to the Constitution to the electorate. [The document](#) put together by Senator Ohkubo and Senator Stover details the changes to the Constitution that align with the Bylaws that were revised last fall. President Persons went on to indicate her excitement for sending a group of 13 faculty members to the ASCCC Spring Plenary for networking opportunities and witnessing important statewide resolutions.

Senator Stover moved to pass both Consent Items, seconded. A roll-call vote was called, and the motion passed unanimously.

M. Anderman – yes
L. Aspinall – yes
A. Atilgan Relyea – yes
S. Avasthi – yes
C. Cullen – yes
W. Downey – yes
M. Ferguson – yes
G. Garcia – yes
M. Gonzalez Jordan – yes

D. Harden – yes
J. Kremer – yes
T. Jacobson – yes
T. Johnson (proxy L. Aspinall) – yes
D. Lemmer – yes
D. McCall – yes
G. Morre – yes
M. Ohkubo – yes
P. Ozbirinci – yes

J. Perez – yes
N. Perrone – yes
O. Raola – yes
S. Rosen – yes
E. Schmidt – yes
N. Slovak – yes
J. Stover – yes
P. Usina - yes

ACTION

1. What shall be the formal recommendation of the Academic Senate regarding the disposition of the Faculty Professional Ethics Committee?

President Persons suggested the discussion of the need for the District to have resources for faculty civility issues could be a separate motion. Senator Anderman moved to eliminate the Faculty Professional Ethics Subcommittee, seconded. A roll-call vote was called and the motion passed with 25 yes, 1 abstain.

M. Anderman – yes
L. Aspinall – yes
A. Atilgan Relyea – yes
S. Avasthi – yes
C. Cullen – yes
W. Downey – yes
M. Ferguson – yes
G. Garcia – yes
M. Gonzalez Jordan – yes

D. Harden – yes
J. Kremer – yes
T. Jacobson – yes
T. Johnson (proxy L. Aspinall) – yes
D. Lemmer – yes
D. McCall – yes
G. Morre – yes
M. Ohkubo – yes
P. Ozbirinci – yes

J. Perez – yes
N. Perrone – yes
O. Raola – abstain
S. Rosen – yes
E. Schmidt – yes
N. Slovak – no
J. Stover – yes
P. Usina - yes

Senator Jacobson moved (motion wording reworked in Zoom chat) to create a task force to write a resolution for Senate discussion to address issues of civility at SRJC, seconded. A point of clarification was made for wording, suggested specifying *faculty* civility. President Persons asked if anyone was opposed to adding the word 'faculty' before 'civility' in the motion. Clarifying points were made about the charge of the taskforce and using the [Work Group Guidelines](#) document, given it'd be the first time. Senator Aspinall moved to extend the time of the discussion by 5 minutes, seconded. President Persons clarified the vote is to approve the motion to form a taskforce to write a resolution for Senate discussion to address issues of faculty civility at SRJC; then the Executive Committee will develop the charge and other pieces of the work group, and bring the call back to the Senate. A roll-call vote on the motion to create a task force to write a resolution for Senate discussion to address issues of faculty civility at SRJC was called and the motion passed with 21 yes, 3 abstain, and 2 no.

M. Anderman – yes
L. Aspinall – yes
A. Atilgan Relyea – yes
S. Avasthi – yes
C. Cullen – yes
W. Downey – yes
M. Ferguson – no
G. Garcia – yes
M. Gonzalez Jordan – yes

D. Harden – yes
J. Kremer – yes
T. Jacobson – yes
T. Johnson (proxy L. Aspinall) – yes
D. Lemmer – yes
D. McCall – yes
G. Morre – abstain
M. Ohkubo – yes
P. Ozbirinci – yes

J. Perez – abstain
N. Perrone – yes
O. Raola – abstain
S. Rosen – yes
E. Schmidt – abstain
N. Slovak – no
J. Stover – yes
P. Usina - yes

DISCUSSION

1. [Professional Development Activity Day](#)

President Persons opened the discussion referencing the document and suggested separating the questions to address them each as a discussion and then reminded the body that there can be a discussion prior to a motion being made to make a Discussion Item an Action Item and there can be a discussion about an Action Item before voting on it.

Senators ideas and points made varied-

- PDA day is inherently collaborative, and cross-pollination is important
- Need for department-specific day
- Support for current practice structure which limits department meetings to two hours and places them in the afternoon

- Idea for type of 'College Hour', a time when classes are not scheduled and used to facilitate networking and collaboration amongst faculty across disciplines
- Idea for a week-long PDA
- Associate faculty are neither required to attend nor compensated for departmental meetings
- Associate faculty often have to sit through department specific agendas that apply to tenure employees
- Professional development is different than a department meeting; more time for department meetings with associate colleagues being paid for attending is a separate issue to address
- PDA day is currently a place for department work because classes aren't scheduled so there is large participation
- District-wide survey needed to get broader input regarding PDA day

Point of order was made that in the discussion item the document considers workshop proposals for members of a particular department.

Senator Slovak moved to extend discussion time by 10 min; seconded with no objections.

A point of clarification was made that a discussion item can be voted on to become an action item only. President Persons reminded everyone Roberts Rules of orders strongly discourage the use of straw polls. A point of order was made that question 3 is a topic that needs to be addressed in the future.

Senator Slovak moved to make Questions 1 & 2 to separate Action Items for the next meeting, seconded. A roll-call vote was made and the motion passed with 26 yeases.

M. Anderman – yes
 L. Aspinall – yes
 A. Atilgan Relyea – yes
 S. Avasthi – yes
 C. Cullen – yes
 W. Downey – yes
 M. Ferguson – yes
 G. Garcia – yes
 M. Gonzalez Jordan – yes

D. Harden – yes
 J. Kremer – yes
 T. Jacobson – yes
 T. Johnson (proxy L. Aspinall) – yes
 D. Lemmer – yes
 D. McCall – yes
 G. Morre – yes
 M. Ohkubo – yes
 P. Ozbirinci – yes

J. Perez – yes
 N. Perrone – yes
 O. Raola – yes
 S. Rosen – yes
 E. Schmidt – yes
 N. Slovak – yes
 J. Stover – yes
 P. Usina - yes

2. New Faculty Learning Program Content

A senator commented connecting new faculty with Distance Education to introduce new faculty to canvas and other online resources is important. Senators recognized a need for a more equitable approach to the New Faculty Learning Program that takes into consideration new faculty's previous experience. It was suggested Department Chairs Council should be involved in this discussion. Many senators commented that a comprehensive current and past practice overview would be helpful. Another asked to see results from past faculty that have gone through the orientation process and were surveyed. Senators mentioned faculty need more training, not just disciplinary, for referring students to different support programs. Concern was echoed about differing experiences and resources for associate versus full-time faculty. Other ideas, such as a campus tour, certain topics being covered via instructional videos, and being able to opt-in/out, were also brought forward. A table of contents for the current year's orientation from Professional Development Committee Coordinators would help inform Senators. President Persons ended the discussion, to return next meeting.

3. [Peer Online Course Review \(POCR\) Proposal](#)

Senator Jacobson introduced the document put together by the POCR proposal workgroup; feedback from Distance Education, the Senate and AFA was incorporated. The resulting pilot process described, after being applied to 3-4 courses, would come back to the body for assessment. A question was brought up about the selection of the POCR lead; it's understood it will need to be negotiated; in order to initiate the process the instructional designer made sense to step into this role temporarily because of their California Virtual Campus (CVC) expertise. An edit to clarify the last line in Step 1 of the Pilot Process was suggested, to change 'AFA' to 'the collective bargaining units'. It was asked if, after a course is reviewed, what the process would be for faculty that do not wish to make the recommended revisions. Senator Stover moved to make the revised version of this proposal to Action Item for next meeting, seconded. A roll-call vote was made and the motion passed with 21 yeases, and 5 nos.

[continued next page]

M. Anderman – yes
L. Aspinall – yes
A. Atilgan Relyea – yes
S. Avasthi – yes
C. Cullen – yes
W. Downey – no
M. Ferguson – no
G. Garcia – yes
M. Gonzalez Jordan –
yes

D. Harden – yes
J. Kremer – yes
T. Jacobson – yes
T. Johnson (proxy L.
Aspinall) – yes
D. Lemmer – yes
D. McCall – yes
G. Morre – no
M. Ohkubo – yes
P. Ozbirinci – yes

J. Perez – yes
N. Perrone – yes
O. Raola – yes
S. Rosen – yes
E. Schmidt – no
N. Slovak – no
J. Stover – yes
P. Usina - yes

ADJOURNMENT

5:01 p.m.