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

MEETING MINUTES
DATE: April 17th, 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 (remote), C. Cullen, W. Downey, M. Ferguson, G. Garcia, M. Gonzalez Jordan, D. Harden, J. Kremer, 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   S. Avasthi (proxy J. Stover), M. Ohkubo (proxy T. Jacobson) N. Slovak (proxy E. Schmidt)

GUESTS   A. Foster, A. Hampton

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 T. Johnson.

OPEN FORUM – None

MINUTES

President Persons stated the minutes would be ready for review at next Academic Senate meeting due to time constraints during the new Administrative Assistant's training for elections, etc.

ADJUSTMENTS TO THE AGENDA – None

REPORTS – President Persons mentioned the linkable President's report delayed due to Drupal being down.

President Persons informed the body the first two items that the body voted last meeting to have on the Agenda neglected to be added and would appear at the top of May 1st agenda.

She also provided an update on Senator Elections, informing the body the plan for Associate Elections - the results won't be announced until after the constitutional amendment vote has been certified. The deadline for the electorate to vote for changing the Constitution to add two associate faculty members to the body to align with it's membership in the Bylaws is April 25th.

President Persons then asked for three volunteers to become an Elections task force, which would entail meeting with Administrative Assistant to certify results of Areas 1-11 Elections, the constitution vote, and the Areas 12 & 13 elections; this is a limited time commitment. Senator Lemmer, Senator Stover, and Senator Johnson volunteered.

CONSENT ITEMS

1. Change of Signatories (remove N. Haworth from Exchange Bank Signatories)
2. BP 5050
3. BP 5110 (Counseling)
4. Work Group for Draft Professional Ethics Resolution – Faculty Civility Resolution

President Persons called a roll for the Consent agenda, and the consent items passed with 26 yes votes.

M. Anderman – yes
L. Aspinall – yes
A. Atilgan Relyea – yes
S. Avasthi (proxy J. Stover) – 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 – yes
D. Lemmer – yes
D. McCall – yes
G. Morre – yes
M. Ohkubo (proxy T. Jacobson) – yes
P. Ozbirinci – yes

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

ACTION

Senator Jacobson introduced the item by reviewing the updates to the POCR Pilot Process document. The discussion on this item opened with a clarification about the review being voluntary, no changes are binding. A senator expressed concern for there being no clear procedure outlined in the document to challenge the recommendations given by faculty. The framework for the process was explained as a learning, productive conversation that can improve the process that would ultimately improve student success. Questions were asked about: discipline expertise relevance and possible benefits or negative outcomes for students and instructors going through this process. Senator Jacobson clarified the review is for online instructional design; there were no negative outcomes for student success found in their research and for instructors that do not go through this process. The courses that were reviewed received a small badge that lists it higher in search engine results. A senator pointed out that the CVC Design Rubric is assessing four areas: Content Presentation (addresses content organization regarding accessibility and student support services), Interaction (section addresses instructor-student initiated communication), Assessment (around alignment of objectives and evidence of timely, regular feedback), and Accessibility (which is something faculty are held to by law and can support through local resources). Senator Stover moved to adopt the POCR Pilot Proposal, seconded. A roll-call vote was made, and the motion passed with 22 yes and 4 no votes.

M. Anderman – yes
L. Aspinall – yes
A. Atilgan Relyea – yes
S. Avasthi (proxy J. Stover) – 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 – yes
D. Lemmer – yes
D. McCall – yes
G. Morre – no
M. Ohkubo (proxy T. Jacobson) – yes
P. Ozbirinci – yes

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

A senator asked what would happen next with the POCR Pilot Process; it was clarified it would go to Administration who will negotiated the impacts with the collective bargaining agent.

DISCUSSION

1. New Faculty Learning Program Content

Past information that was asked to be provided is limited due to subcommittee personnel being on sabbatical. Documents were provided for 2023-34 Past NFLP Content and 2020-21. The discussion was opened with ideas for: creating a multicultural library for books and resources that professors can use in their physical and online classes to prioritize indigenous knowledge; providing emergency preparation resource training; providing canvas training and other online teaching strategies. Senators agreed, adding ideas for: organization for the program, with a core "How-To" instructional video shell maintained for efficiency; adopting Universal Design for Learning training; faculty training for crises and conflict management; managing the everchanging needs of students in a safe and respectful way with expertise in support resources and appropriate community connections. It was echoed that making new faculty aware of

student services and holistic resources is important to demonstrate the student-centered culture of SRJC. More ideas included: introducing new faculty to ASL basics; informing new faculty about affinity groups or mentor/mentee opportunities; consulting administrative assistants and other admin personnel about what new faculty need to learn; having more interface with student services and student clubs and more interfacing between students and faculty; and inviting the following campus groups to provide information: Student Government Assembly, Counseling, EOPs, and the Intercultural Centers. As well as more information about shared governance, the structure of the institution and helpful manuals about policies and procedures as they relate to their new position. It was reiterated that the idea to embed content in a Canvas shell that can be referenced later would be helpful, along with a simple FAQ section including demographic information about the students they will be serving. For a more equitable practice there could be tracks for different levels of teaching and experience with the college. Training for associate faculty was also reiterated as something that needs to be done every semester for equity purposes. Another senator advocated for appreciative observation, saying their experience of viewing another faculty in practice was very helpful. Senator L. Aspinall motioned to move the New Faculty Learning Program item to the Action agenda on the May 1st meeting agenda. A roll-call vote was made, and the motion passed with 25 yes votes.

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

2. Online Special Expertise

President Persons opened the discussion with reminding the body as a shared governance committee it's not appropriate for the Academic Senate to require anything, just to make recommendations. The Department Chair Council (DCC) and District Online Committee are requesting the Academic Senate come together to conclude what they feel is best to recommend for students to have access to quality online courses. A senator opened the discussion by agreeing there is an obligation for faculty to have accessible material for all students and would be in favor of a consistent policy. COVID was a missed opportunity to implement this, and it is a known issue that's creating barriers to student education. It was asked if current practice is violating state or federal accessibility requirements; if it would make more sense for the union and instructors to agree on a policy before the district, since right of assignment can have implications to OSE. Most other community colleges have a college-wide online teaching policy; Title 5 Section 55200 says faculty must be prepared to teach in the modality that they are teaching in, which is what most colleges use as basis for required training. It also says all online course materials must be accessible. A senator voiced support for the DCC resolution, mentioned online course access has been an ongoing conversation with students for years, and wonders how to move support within the body toward union and district negotiations. With the discussion item running out of time, President Persons informed the body it would come back as a Discussion Item on the May 1st meeting agenda.

INFORMATION

Curriculum Writer's Handbook Proposed Updates – A. Foster

A. Foster briefly reviewed the Curriculum Review Committee (CVC)'s process for developing proposed updates to the Curriculum Writer's Handbook, which the Academic Senate will need to approve, appearing as a Consent Item on the May 1st meeting agenda. She also referenced the current handbook, pointing out the addition of three sample Course Outline of Record (COR) examples that were included from faculty feedback; thanks were given to those three departments that shared, Sociology, Kinesiology and Culinary. A senator professed appreciation for colleagues in the CRC for

their care and expertise and agreed curriculum learning from fellow faculty members reflects the dedication and expertise faculty have to share; supported the changes as a step in the right direction for supporting faculty to improve their courses from a discipline-specific standard, and by decolonization and diversification. Another senator voiced appreciation for the clear format of the presented document and for learning more in the COP session they attended. A. Foster also pointed out the addition of Appendix D (page 9 of 18 in the PDF), a linked resource list that CTR, committee members, etc. can use to inform their work when developing (or reviewing, which happens every 6 years) a new course outline of record. A. Foster closed by highly encouraging the body to view the Open Educational Requirement (OER)s within their discipline via this helpful page curated by the statewide academic senate, as these can be cited and integrated easily into the core material.

ADJOURNMENT

4:55 p.m.