



ACADEMIC SENATE

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

MEETING MINUTES

DATE: May 15th, 2024
TIME: 3:15 pm
LOCATION: 4688 Bertolini
Santa Rosa -
Petaluma -
Senate Chambers
628 Call Bldg.
ZOOM 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, T. Jacobson, T. Johnson, D. Lemmer, D. McCall, G. Morre, M. Ohkubo, P. Ozbirinci, N. Perrone, E. Schmidt, N. Slovak, J. Stover, P. Usina

ABSENT

J. Perez (proxy D. Lemmer), O. Raola (proxy J. Stover), S. Rosen

GUESTS

Dr. R. Holcomb – VP Academic Affairs; A. Foster; K. Blackwell

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT STATEMENT

The Land Acknowledgement Statement was read by Senator Downey.

OPEN FORUM

1. Laura Larque thanked Nancy Persons for her leadership as Academic Senate president. Laura praised Nancy's fight for social justice, polite professionalism, and her strong legacy.
2. Aylin Atilgan Relyea provided a statement highlighting accomplishments to equity in re: to associate faculty; she thanked colleagues and the District for the progress made and asked senators for support with next academic year's goals to increase associate faculty representation.
3. Monica Ohkubo ceded her open forum time to John Stover.
4. John Stover commended SLO coordinators for their helpful work in SLO assessments. He then thanked President Persons for her service, included a [celebratory statement of appreciation](#), and presented gifts on behalf of the ASEC members and past Senator Jessica Bush.
5. Senator Aspinall retroactively ceded her time to John Stover's open forum statement.
6. Ivan Tircuit shared they were nominated in the Senator At-Large election by Ann Donegan on the last day of the nomination period. The Academic Senate administrative assistant provided an extension for candidate statement but neglected to specify a time on the date of the extended deadline. As a result, their candidate statement was not on the ballot, and they believe this was a mistake needing correction as based on specifics in the bylaws.

MINUTES

1. [Draft Minutes of May 1st](#)

Senator Anderman requested one small correction on the Minute's Open Forum: change (in the second line referencing "historical organization") to "historical *re*-organization". Senator Johnson asked to see the votes to double-check for errors and President Persons requested a halt to approval due to a review being needed.

REPORTS – [President's Report](#)

President Persons thanked the following senators for their service: C. Cullen, J. Fassler, M. Gonzalez-Jordan, J. Kremer, D. McCall, P. Ozbirinci, J. Perez

President Persons acknowledged Tara Jacobson for receiving the 2024 Kinesiology Educator of the Year Award from the California Community College Physical Education, Kinesiology, and Dance Association.

President Persons explained the Online Expertise Action Item was postponed due to the other time-sensitive items. She emphasized this portion of the report, highlighting why it is a matter that belongs in the Academic Senate's purview, citing [AB 1725](#).

President Persons welcomed new senators to the Academic Senate: L. Dawn Lukas, A. Martin, S. McGregor-Gordon.

CONSENT ITEMS

1. [Resolution to Change Status to Some Academic Senate Subcommittees](#)

President Persons called for the roll call vote: 25 yes, consent item approved.

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

2. [Academic Senate meeting calendar for AY 2024-25](#)

President Persons called for the roll call vote: 25 yes, consent item passed.

President Persons also clarified Roberts Rules re: 'call for the question (or previous question)' by a Senator which *does* require a vote when considering a motion. Also, a 2/3 vote is required to pass when taking something away from the body.

ACTION – None.

DISCUSSION

1. [New Faculty Orientation Plan](#) (was NFPL)

President Persons thanked Ann Foster for being there and asked senators to provide feedback to the professional development coordinators. Senator Anderman asked about a bulleted list of ideas and issues that were raised; President Persons clarified the list was in paragraph form on May 1st Meeting's Minutes. For the [August 14th orientation](#) Senator Garcia suggested a visit to the Dream Center on the 3rd floor of Bertolini, as well as a visit to the [Avanzando MESA Center](#) on the [proposed tour for December 13th](#), as helpful resources for students that new faculty should know. Senator Ohkubo thanked the coordinators for their work and suggested highlighting core resources (roster information; board policy highlights; final exam requirements; introduction to canvas and SIS) and suggested adding the new staff lounge to the tour. Senator Schmidt suggested adding COR and SLOs information for both contract and associate faculty so that they may have pertinent curriculum knowledge in time to do their syllabi. Senator Jacobson suggested adding administration, just-in-time resources for policy / benefit information on orientation day. Senator Downey asked that the Student Resource Center as well as SRJC's Student Psychological Service be emphasized in-person so that new faculty are informed of important resources to address student needs. Senator Lemmer suggested an 'ongoing best practices' information-resource for *all* faculty, due to the lack of support and consistency across practices for faculty. Senator Ohkubo added investing in faculty support would provide better outcomes for student success and enrollment. Senator Atilgan Relyea asked for off-site associate faculty resources and support from departments for using equipment in other settings.

2. State of Academic Affairs ([presentation](#)) – Dr. R. Holcomb, VP of Academic Affairs
Vice President of Academic Affairs returned to answer further questions. Dr. Holcomb reassured the

accreditation response plan, in which SLO coordinators served an instrumental role, is data-driven and in-progress; the five-year strategic enrollment management plan is being implemented and enrollment is increasing. He added the latter is part of the long-range plan for fiscal stability. Each component area (Student Services, Human Resources, Administrative Services and Academic Affairs) has budgetary reduction targets that are being worked toward; he shared there would be a recruitment in the fall (with a spring start) for Dean of Language Arts & Academic Foundations (LAF). Dr. Holcomb clarified the budgetary reductions are non-instructional, so reducing the course schedule is not being assessed. He stated the reductions are made through administrative positions, classified positions (collaborating with SEIU), or faculty re-assigned time, and assured the body faculty re-assigned time is not being assessed. He explained the vacancy list is a strategy that can avoid lay-offs and meet budgetary targets. He highlighted the work they are doing toward the challenges they face with examples from the select highlights page of [the presentation](#).

Senator Downey asked about the ways in which they are imagining enrollment increases while demographics of the local community have become more senior-oriented. Dr. Holcomb assured senators a main component of their District Educational Plan work are environmental scans, demonstrating changing demographics. Senator Usina commented the AS passed [a resolution in Fall 2022](#) supporting pay parity for career development and college preparation education, CDCP instructors. Concerns have been raised about the district continuing to fund positions contributing to the ongoing structural deficit, and how that limits the district's ability to address crucial financial needs. Dr. Holcomb said it is a negotiable item and re-iterated it falls under instructional costs. Senator Ohkubo closed by expressing gratitude for the LAF dean recruitment and the support for the music program.

3. [Waitlist Workgroup Proposal](#) & [Waitlist Draft FAQ for Students](#)

President Persons, in her capacity as a Waitlist Workgroup member, highlighted the recommendations for next fall:

- stop the practice of charging students' tuition and fees upon getting onto a waitlist
- stop auto-rolling waitlists into the class roster at the start of the class (right now it's an opt-out process for faculty, which is artificially increasing the cap of the class beyond the already agreed upon/negotiated class size.

President Persons also highlighted some recommendations post-Banner implementation:

- waitlists should be large whenever possible, allowing for data analysis of true demand that can assist with schedule planning and Program Review. The Program Review committee should look at every degree and certificate program on a six-year basis (unless it's career education, then it's two years) and uses data of true student interest in a course, so for waitlists the practice should be consistent.
- When Banner is implemented, students will have a self-service hub that will display where they are on the list and a timestamp will be displayed when the student is notified of their waitlist status. The workgroup recommends providing text notifications (additional cost), in addition to email notifications.
- Suggested waitlists close at 11:55 'the night prior to the first official start date of the class' – this specific verbiage is recommended because of online classes that may never meet synchronously.

President Persons then urged senators to take the recommendations and FAQ back to their constituents and department because it is difficult to share information without a recommended standard practice, when each discipline has a different way of approaching waitlists. The new process will not automatically roll the waitlist into the class. Senator Aspinall offered thanks for the work and desire for it to be finished because students are suffering in the meantime. She re-iterated that class size and waitlist are two completely different things. Senator Lemmer expressed the need for unlimited waitlists so that the data for course interest is known. Time expired on the topic with the following queue in place: T. Jacobson, W. Downey, T. Johnson, L. Dawn Lukas (guest/new senator for fall).

INFORMATION

[Preview of Cal-GETC Title 5 Changes](#)

President-elect Stover provided an overview of key aspects of the presentation with Kate Blackwell of Articulation. K. Blackwell informed the body that by Fall 2025 CA Community Colleges are to align their local general education pattern for local degrees to Cal-GETC. This work needs to occur, piece by piece, in Fall 2024 to meet the extended timeline. She summarized the straightforward changes to Title 5 that do not require local decision making, on 'Title 5 Updates – GE Areas 1 thru 5' (page 7 of PDF presentation). She emphasized the modifications are shifting, not losing, courses to be aligned with the new Title 5. Senator Stover highlighted the following slides: 'Title 5 Updates – GE Area 6 Updates' (of PDF pages 8-10) and 'Title 5 Changes Local Graduation Requirements' (of PDF, pages 11-14). He then informed the body the current plan to address each of the decisions through *cycles* of the Academic Senate meetings, sharing the timeline for the fall meetings on 'The Role of the Academic Senate' slides (of PDF, pages 3-4), and emphasized the deadline for decisions is December 4th, 2024, to meet state requirements and local needs.

Senator Lemmer asked whether the decisions apply to career education degrees that only happen at SRJC, where no transfer is involved. K. Blackwell responded that the local GE pattern is applicable to any of SRJC's degrees outside of the associate degrees for transfer. Students who are following ADT pathways must follow a transfer GE Pattern (will become Cal-GETC) but most students pursuing an AA or AS degree can follow the local GE program. Senator Perrone asked about Kate's thoughts on the American Institutions situation. She shared that as it stands with transfer patterns the American Institution is a graduation requirement for CSU campuses but was uncertain how that would land with Cal-GETC; a larger conversation is needed for decisions of how to apply it to the local pattern requirements. Senator Ohkubo mentioned the addition of Lifelong Learning to GE requirements is an opportunity to bolster courses within Area 10 (Health, Wellness, Physical Education). President Persons re-iterated the need for pre-planning, communication, and prioritizing this topic's reading materials before meetings in the fall. Senator Downey asked if questions may be emailed to Academic Senate in between meetings. President Persons answered yes and encouraged senators to email their questions for this item to the executive team (DL.SENATE.ACAD.EXEC@santarosa.edu) and include Kate Blackwell (kblackwell@santarosa.edu).

President Persons closed by sharing her gratitude to have the opportunity to be president for two years and expressed excitement that Senator Stover decided to be President, and President Persons passed the gavel to President Stover, who adjourned the meeting.

ADJOURNMENT

5:02 pm