



ACADEMIC SENATE

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

MEETING MINUTES

January 15th, 2025, 3:15 p.m.

Santa Rosa: Bertolini Senate Chambers,
Room 4638

Petaluma: Room 690, Richard Call Bldg.

ZOOM ID: 958 4627 3808 / Click [here](#) to start Zoom

PRESENT M. Anderman, L. Aspinall, A. Atilgan Relyea, S. Avasthi (remote), W. Downey, M. Hale, T. Jacobson, T. Johnson, L. Larsen (remote), D. Lemmer, L. D. Lukas, A. Martin, S. McGregor-Gordon, G. Morre, M. Ohkubo, N. Perrone, S. Rosen (Petaluma), E. Schmidt, J. Stover, I. Tircuit, P. Usina

ABSENT M. Ferguson (proxy G. Morre), K. Frindell Teuscher (proxy S. McGregor Gordon), G. Garcia (proxy P. Usina), M. Papa, N. Persons (proxy L. Aspinall), N. Slovak (proxy N. Perrone), A. Yu

GUESTS J. Harris, E. Daniels, J. Smotherman, K. Blackwell (remote)

CALL TO ORDER The meeting was called to order by President Stover at 3:15 p.m.

LAND ACKNOWLEDGEMENT STATEMENT Land acknowledgement statement was read by President Stover.

OPEN FORUM

None.

JUST CAUSE FOR REMOTE PARTICIPATION

President Stover asked the body if there were concerns for Senator Avasthi and Senator Larsen participating remotely due to just cause. No concerns were raised and participation was approved.

MINUTES Correction/Adoption.

[Minutes of December 4th 2024](#)

President Stover thanked Senator Morre for emailing about his name being misspelled, under 'Reports'.

The body pointed out the following additional corrections:

- Senator Lukas' name abbreviated incorrectly throughout; change L. Dawn Lukas to L. D. Lukas
- Under 'Present' incorrect spelling; change Senator Jacobsen to Jacobson

Senator Johnson moved to approve the minutes with corrections, seconded. The motion to approve the Minutes of December 4th as corrected passed unanimously with 25 yes votes.

ADJUSTMENTS TO THE AGENDA Any senator may move any Consent item to the Action agenda to allow for discussion. No adjustments to the agenda were made.

REPORTS

[Presidents Report](#)

President Stover...

- Announced he officially moved his office full-time to Santa Rosa campus in Emeritus
- Expressed solidarity and support for those impacted by LA fires; reminded faculty to consider those students that live or have family there. Former colleague and retired Psychology department faculty and previous Senator, Narmeen Nasseem, lost her home in the 2017 Tubbs fire. After she retired in

2022, Narmeen moved to Southern California to be close to her daughters and grandchildren; her new home was destroyed in the Eaton fire on Wednesday. [GoFundMe linked here](#).

- Provided update on Senate Office hours: (Administrative Assistant is part-time) Wednesday-Friday
- Introduced the Consent Items as necessary to access Exchange Bank senate accounts with discussion of possible funds available for senators
- Accreditation visit was last week
 - Update: January 16, 2024 [Follow Up Visit Peer Review Team Report](#) and [ACCJC Action Letter](#)
- Work this semester, and thereafter will include: New Faculty Mentoring Program revitalization, mistakes in Minutes President attendance listed in archival Minutes
- Encouraged service for (2) current calls for Senate workgroups and another call for faculty serving on District Strategic Action Work Group
- Encouraged small [Payroll deduction](#) from each senator, if able, to increase Senate funds

CONSENT Treated collectively as one Action item. Any senator may move any Consent item to the Action agenda to allow for discussion.

Exchange Bank Resolutions on Adding and Removing Signatories:

[Resolution to Add Signers on the Senate's Bank Accounts](#)

[Resolution to Remove Signers on the Senate's Bank Accounts](#)

- President Stover reiterated the Resolutions are for removing people no longer employed by SRJC and to add people to the account so signatories reflect current Executive Team. With no questions on the Resolutions, a vote was called and the Consent Item passed unanimously with 25 yes votes.

ACTION Items must come from the Discussion agenda of a previous meeting or be carried over from a previous Action agenda.

Establishing a [Online Teaching Certification](#) Workgroup

Shall the Academic Senate establish a workgroup using [established procedures](#) to bring recommendations back to the Senate for Online Teaching Certification for SRJC faculty?

- President Stover clarified the workgroup would have the research conducted by Senator Persons, to begin the work.
- Senator Lukas made a motion that the Senate establish a work group using established procedures to bring recommendations back to the Senate for the Online Teaching Certification for SRJC faculty, seconded.
- Discussion on motion: Senator Schmidt voiced concern about Senate discussing things pertaining to working conditions, in AFA's purview.
- A vote was taken and the motion for the Senate to establish a work group using [established procedures](#) for SRJC faculty Online Teaching Certification passed with 24 yes votes, and 1 no vote.

M. Anderman – yes

L. Aspinall – yes

A. Atilgan Relyea – yes

S. Avasthi – yes

W. Downey – yes

M. Ferguson (proxy G. Morre) – yes

K. Frindell Teuscher (proxy S. McGregor-Gordon) – yes

G. Garcia (proxy P. Usina) – yes

M. Hale – yes

T. Jacobson – yes

T. Johnson – yes

L. Larsen – yes

D. Lemmer – yes

L. D. Lukas – yes

A. Martin – yes

S. McGregor-Gordon – yes

G. Morre – yes

M. Ohkubo – yes

N. Perrone – yes

N. Persons (proxy L. Aspinall) – yes

S. Rosen – yes

E. Schmidt – no

N. Slovak (proxy N. Perrone) – yes

I. Tircuit – yes

P. Usina – yes

DISCUSSION

1. [Establishing Long Term Practices for Student Learning Outcomes](#)

- a. What is the Senate's recommendation for institutionalizing our ongoing Student Learning Outcome (SLOs) assessment, including course, program, service area, and institutional outcomes? With SLO Liaison positions ending last semester and SLO Coordinator positions continuing, it is important we establish permanent, ongoing policies, practices, and structures that support meaningful and manageable SLO assessment at SRJC.
 - b. See [SLO Coordinators E. Schmidt & S. Avasthi Recommendations Support Document](#) – (link also included as item title above)
- President Stover recommended the body focus their discussion on courses and programs, since the District is working on institutionalizing assessments on service and institutional outcomes. Reminder that the SLO coordinators provided suggestions of what to do. Discussion on the item:
 - Institutionalizing SLOs would require the building of an administrative process, question as to the *how*, considering current ad hoc process
 - Senator Schmidt (SLO coordinator) clarified the proposal was developed with SLO leadership group and the goal was for a committee to oversee and coordinate how all institutional, program, course, etc. are evaluated and assessed. She elaborated that there are no longer faculty SLO liaisons, there are only two coordinators who are responsible for SLOs. She clarified the current contract allows for continuation of SLO coordinators for two-year terms.
 - Senator Avasthi (SLO coordinator) shared the research from other colleges found most effective approach was holistic, i.e. a group coordinating processes/procedures in concert.
 - Question re: another orientation opportunity, for faculty to ensure they're meeting SLO expectations. President Stover addressed the question by clarifying the question is a part of the substance of this discussion, of *how* SRJC will establish a consistent procedure to institutionalize SLO assessments/reviews.
 - Question re: who the proposed committee reports to, where their recommendations go? Clarified the question is part of ensuring the work continues—perhaps this should be addressed in the committee charge
 - Question re: committee membership size, possible difficulty with 12 members? Senator Schmidt answered the research found other colleges were mostly double in size (~26 members)
 - Dr. Smotherman shared the following data of total SLO assessments completed: (He will send an update with the data to all faculty)
 - In Fall 2023: 14
 - In Spring 2024: 224
 - In Fall 2024: 140
 - Dr. Smotherman also shared for SRJC to meet goal of completing all course assessments in 4 year cycles 481 courses need to be assessed each Academic Year.
 - Senator Jacobson made a motion to move the proposal for recommendations for creating a SLO committee (captured in the [support document](#)) to Action, seconded.
 - Discussion on the motion: The need to include AFA representatives in committee membership was mentioned.
 - Seeing no other comments, a vote was called and the motion passed with 24 yes votes, 1 abstention.

M. Anderman – yes	T. Johnson – yes	S. Rosen – yes
L. Aspinall – yes	L. Larsen – yes	E. Schmidt – yes
A. Atilgan Relyea – yes	D. Lemmer – yes	N. Slovak (proxy N. Perrone) – yes
S. Avasthi – yes	L. D. Lukas – yes	I. Tircuit – yes
W. Downey – yes	A. Martin – yes	P. Usina – yes
M. Ferguson (proxy G. Morre) – yes	S. McGregor-Gordon – yes	
K. Frindell Teuscher (proxy S. McGregor-Gordon) – abstain	G. Morre – yes	
G. Garcia (proxy P. Usina) – yes	M. Ohkubo – yes	
M. Hale – yes	N. Perrone – yes	
T. Jacobson – yes	N. Persons (proxy L. Aspinall) – yes	

2. Senate Area Reapportionment: Taskforce Report and Recommendations

What is the Senate’s recommendation for Senate Area Reapportionment [as based on the recommendations from the Fall 2024 Senate Reapportionment Taskforce?](#)

Discussion followed:

- Reapportionment timeline crucial considering election cycles, and bylaws/constitution changes work.
- Challenge to have both proportional and disciplines with similar interests clustered together
- Maintaining two senator representation per Area. Maintaining six associate senators, but without assigning specific areas to them; noted nothing in Constitution and Bylaws specify contract faculty only represent contract faculty.
- Associate faculty are not receiving senator updates from the contract faculty who represents the area in which their discipline lies.
- Comment that focusing on grouping areas by like departments is a privilege and equitable representation (considering associate faculty) should be prioritized
- Philosophical questions about representation and load percentage
- Suggestion for two senators per area, one contract and one associate faculty senator representing each area.
- Time expired on the item. Senator Ohkubo made a motion to extend the time by 5 minutes, seconded. No objections were made and time was extended.
- Fundamental inequity is that everyone within the area should be represented, regardless of contract or associate position.
- Comment that recommendation # 2 seems most workable; that work group should consider the Constitution and Bylaws, alongside those changes that need to happen.
- Time expired on the item. President Stover clarified it will come back as a Discussion Item next meeting, with Senator McGregor-Gordon first in the discussion queue.

3. Senate Generative AI Taskforce Report and Recommendations

a. What is the Senate’s recommendation(s) for Generative AI policies and procedures [as based on the recommendations from the Fall 2024 Senate Generative AI Taskforce?](#)

b. Support Document: [Library Faculty Feedback for the Senate AI Taskforce Recommendations \(Fall 2024\)](#)

- Librarians Jessica Harris and Erin Daniels introduced the [Library Faculty Feedback](#) for the Senate AI Taskforce Rec 12.19.24 - Their 1.15.2025 response to the Gen AI tool Recommendations is summarized in the link below:

- [Introduction to Library Faculty Feedback statement](#)

Discussion followed:

- Some constituent feedback about concerns with opt in feasibility, versus opt out approach; Gen AI tools are constantly growing and changing
- Concern for opt in approach and punitive aspect; if not explicit could be confusing for students

- Education for students (and faculty) on Gen AI tools is an ongoing need, as well as providing students information about ethical issues.

Senator Lemmer made a motion to recommend establishing a committee for recommending Generative AI policies and procedures, based on the Senate Generative AI Taskforce report and the Library Faculty Feedback support document. Motion seconded. President Stover made a point of clarification: the entire Item will be moved from Discussion agenda to next meetings Action agenda, where it may be discussed *and* action may be taken on all or pieces of it.

Time ran out on the item and President Stover moved forward with the next Item, promising to come back to the motion on the table.

➤ *See page 6*

4. Exemptions to Local AA Patterns [SRJC GE Pattern Item]

[Title 5 Aligned Local GE Pattern and Possible Exemptions YouTube Explainer](#)

- Support Document: [Pattern Example \(as including in YouTube link above\)](#)
 - Support Document: [Final Title 5 Alignment of the SRJC Local General Education Pattern](#)
- President Stover began by introducing Articulation Officer Kate Blackwell to summarize the question of what the Senate is to do.
 - K. Blackwell explained the Senate is being asked to confirm two existing (long-term) Title 5 exemptions:
 - For students in certain high-unit majors, 3-unit exemption based on their degree major requirements
 - (more of a credit application) military students would be eligible for a 3-unit service credit toward Area 7, Student Success & Wellness
 - President Stover made a point of clarification—this is an Item that should have been discussed last semester

Senator comments followed:

- Veterans may benefit from Student Success & Wellness classes, maybe an exemption in American Institution would make more sense
- Programs with excessive units should look inward for exemption, instead of the requirements unanimously put in place by the body, like American Institutions
- From experience teaching many active and former military students, most were shocked by American Institutions classes and wished they had learned their content before joining the military
- Some high-unit programs are beholden to state licensing and accreditation components; body valued these areas which is why they were added originally and want them for those students who may be more stressed in high-unit disciplines, such as Health Sciences
- K. Blackwell clarified SRJC's Board passed Credit for Prior Learning some time ago, and the 3 unit application was typically applied to Lifelong Learning, currently Area 8 on our local GE pattern; she mentioned a 3-unit exemption in this type of Area is common across the state on campuses with a military or credit policy in place
- Senator Lemmer moved the discussion item on Exemptions to Local AA Patterns [SRJC GE Pattern Item] to Action for the next meeting, seconded. Hearing no discussion on the Item, a vote was taken and the motion passed with 24 yes votes, 1 abstention.

M. Anderman – yes
L. Aspinall – yes
A. Atilgan Relyea – yes
S. Avasthi – yes
W. Downey – yes
M. Ferguson (proxy G. Morre) – yes
K. Frindell Teuscher (proxy S. McGregor-Gordon) –
abstain
G. Garcia (proxy P. Usina) – yes
M. Hale – yes
T. Jacobson – yes

T. Johnson – yes
L. Larsen – yes
D. Lemmer – yes
L. D. Lukas – yes
A. Martin – yes
S. McGregor-Gordon – yes
G. Morre – yes
M. Ohkubo – yes
N. Perrone – yes
N. Persons (proxy L. Aspinall) – yes

S. Rosen – yes
E. Schmidt – yes
N. Slovak (proxy N. Perrone) – yes
I. Tircuit – yes
P. Usina – yes

- With almost 3 minutes left, President Stover asked the body if there were any objections to finishing discussion on their previous Discussion Item #3, **Senate Generative AI Taskforce Report and Recommendations**, which stopped with a motion on the table, for moving the item to next meetings Action agenda. Hearing none, the vote was called and the motion passed unanimously with 25 yes votes.

INFORMATION

None.

ADJOURNMENT 5:00 p.m.

President Stover adjourned the meeting and thanked Senator Hale for his service.

ALL FACULTY MEMBERS ARE INVITED TO ATTEND ACADEMIC SENATE MEETINGS

This Academic Senate is created to secure the professional rights and to carry out the responsibilities of the faculty of the Sonoma County
Junior

College District. The faculty have the traditional right of college faculty to participate in the governance of the college. As specialists in specific disciplines and as experienced instructors, the participation of the faculty in the governance of the college is essential for the district's pursuit of its mission. As professionals, the faculty have the right and a duty to set professional and ethical standards for the conduct of their profession and to promote the excellence of their profession. In order to achieve these ends and in accordance with Title 5 of the California Administrative Code, Subchapter 2, Sections 53200-53205, this Academic Senate is established.