



# ACADEMIC SENATE

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

## MEETING MINUTES

March 5<sup>th</sup>, 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, K. Frindell Teuscher, G. Garcia, T. Jacobson, T. Johnson, J. Kremer, L. Larsen, D. Lemmer, L. D. Lukas, A. Martin, S. McGregor-Gordon, G. Morre, M. Papa, N. Perrone, N. Persons, T. Ruiz, E. Schmidt, N. Slovak, J. Stover, I. Tircuit, P. Usina, A. Yu (Petaluma)

**ABSENT** J. Davis (proxy G. Morre), W. Downey, L. Larsen (proxy G. Garcia), M. Ohkubo (proxy T. Jacobson), S. Rosen

**GUESTS** K. Smith, K. Jolley, R. Holcomb

**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 Senator Aspinall.

### **OPEN FORUM**

1. **N. Perrone:** Statement re: comments he made at the last Senate meeting, apologizing for offending any Library faculty and offered context for his questioning of an additional document from the library faculty in his attempt to understand the various ways that the Academic Senate makes recommendations from task forces and work groups.
2. **A. Atilgan Relyea:** Statement re upcoming Graduation and requested to announce Colleges of students transferring; also made statement re GenAI and the importance of Academic Freedom and Integrity.
3. **E. Schmidt:** Faculty Fund for Advanced Studies is important given the limited options available for financial support for professional development for faculty. Requested FFAS be made available to associate and contract faculty. [Full statement linked here.](#)

**JUST CAUSE FOR REMOTE PARTICIPATION** None.

**MINUTES** Correction/Adoption.

### Minutes of February 19<sup>th</sup> 2025

President Stover asked if there were any additional edits to the Minutes of February 19<sup>th</sup>, 2025, referencing one noted from Senator Johnson where she was present at the Feb 19 meeting but name unlisted in attendance. Hearing none, Senator Persons moved to approve the Minutes of February 19<sup>th</sup> as amended, seconded. The Minutes of February 19<sup>th</sup> as amended were adopted with Vote: 25 yes votes, 3 absent.

M. Anderman – yes

L. Aspinall – yes

A. Atilgan Relyea – yes

S. Avasthi – yes

J. Davis (proxy G. Morre) – yes

K. Frindell Teuscher – yes

G. Garcia – yes

T. Jacobson – yes

T. Johnson – yes

J. Kremer – yes

L. Larsen (proxy G. Garcia) – yes

D. Lemmer – yes

L. D. Lukas – yes

A. Martin – yes

S. McGregor-Gordon – yes

G. Morre – yes

M. Ohkubo (proxy T. Jacobson) – yes

M. Papa – yes

N. Perrone – yes

N. Persons – yes

T. Ruiz – yes

E. Schmidt – yes

N. Slovak – yes

I. Tircuit – absent for this vote

P. Usina – yes

A. Yu – yes

**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

1. **President's Report:** President Stover opened his report by thanking Senator Perrone and Library Faculty for their contributions to the Generative Artificial Intelligence (GenAI) topic. He recommended the body go through each question in the GenAI Action Item as presented and hoped for a healthy deliberation. He reminded the body of the spring meeting schedule of four remaining meetings: three in April and the final meeting on May 7<sup>th</sup>. He also encouraged attendance at the Board of Trustees Meeting on Tuesday, March 11<sup>th</sup> where an update on Dual Enrollment will be provided. He then highlighted the ASCCC Noncredit North Regional Meeting he and other faculty members attended the previous Saturday, and hoped SRJC could incorporate ways to partner noncredit courses with credit courses, deliver courses in Spanish and serve the historically disadvantaged folks and help people move from noncredit to credit. He ended his report by announcing the Spring Elections nomination periods for Senator seats and Presidency opened Monday.
2. **Zero Textbook Cost (ZTC) California Grant Update:** K. Smith, ZTC Grant Coordinator on behalf of the ZTC Workgroup, updated the body on the CA ZTC grant pathway SRJC received in 2024: Art History. In December 2024 [CA Chancellor's office](#) announced each CA community college would receive an additional \$320,000 for two additional pathways. The workgroup is currently drafting a call for interest and needs to report back the selection of two pathways to the Chancellor's office by June 2025. A question from a Senator re: difference between OER and ZTC was answered: OER = online education resources, for online use to be used again, adapted and updated continuously, with a low cost or free to students. It was asked if the funds would be ongoing funds for either OER or ZTC and K. Smith answered the new funding opened ideas for consistent, sustainable projects after the grant finishes in December of 2026.
3. **CCC Full-Time Faculty Obligation Number (FON) Fall 2024 Update** – K. Jolley
  - [Fall 2025 AD FON](#)
  - [Fall 2024 Compliance FON and Report-Signed form10-8-24 \(part 1\) - signed](#)

K. Jolley explained the FON calculation sets the number of full-time faculty that a district should have; is calculated based on the number of funded credit Full-Time Equivalent Faculty (FTES) that the district has at two different reporting points in the year, taking lower of the two numbers. It counts all credit faculty (including allied and instructional, release time, and any sabbatical and leaves), but does not include any noncredit faculty or any overload that contract faculty teach.

K. Jolley went on to share calculated compliance FON (from Fall 2024) for Sonoma County Junior College District: 252.6. Displaying the Fall 2024 Compliance FON and Report she showed the ratio of 78% exceeds the progress goal of 75% classroom instruction taught by full-time faculty.

A question from a senator asked about not including noncredit and overload, and K. Jolley provided the rationale because FTES is based on credit funded FTES and one person is already counted. She clarified while the noncredit student population doesn't contribute toward the District's FON; if hiring contract-faculty in noncredit area it would not count.

It was clarified that next steps involve faculty staffing process. In comparison to other CCs SRJC's FON number is higher than many.

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

None.

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

## 1. Senate Generative Artificial Intelligence (GenAI) Action Items

**1a. Does the Academic Senate wish to *recommend* faculty consider including one of the sample syllabus statements offered by the [GenAI workgroup \[see pp.4-5\]](#)? (10 min)**

*See also the...*

...[ASCCC's "Academic Integrity Policies in the Age of Artificial Intelligence" resource \[p.7\]](#)

...[AFA Contract Article 17.05.A\[p.4\]](#) for required aspects of syllabi

President Stover announced the first topic, and it was clarified *one of the sample statements* meant any of the four sample syllabi statements. Senators opened discussion by supporting the recommendation and asking for it to be provided to faculty in multiple accessible formats. Sample language in syllabi, if used, could be helpful to students to have consistency from instructors.

Senator Persons moved to adopt the recommendation to faculty to consider including one of the sample syllabus statements offered by the [GenAI workgroup \[see pp.4-5\]](#), seconded. Hearing no further discussion, the vote was called and Action Item 1a. was passed with 26 yes votes, 2 absent.

M. Anderman – yes

L. Aspinall – yes

A. Atilgan Relyea – yes

S. Avasthi – yes

J. Davis (proxy G. Morre) – yes

K. Frindell Teuscher – yes

G. Garcia – yes

T. Jacobson – yes

T. Johnson – yes

J. Kremer – yes

L. Larsen (proxy G. Garcia) – yes

D. Lemmer – yes

L. D. Lukas – yes

A. Martin – yes

S. McGregor-Gordon – yes

G. Morre – yes

M. Ohkubo (proxy T. Jacobson) – yes

M. Papa – yes

N. Perrone – yes

N. Persons – yes

T. Ruiz – yes

E. Schmidt – yes

N. Slovak – yes

I. Tircuit – yes

P. Usina – yes

A. Yu – yes

**1b. Does the Academic Senate wish to recommend the inclusion of a library department faculty representative as a key constituent anytime specific GenAI work and/or committees are formed? ([see p.3](#) and/or [library's feedback](#)) (7.5 min)**

Senator Avasthi opened the discussion by explaining why a librarian representative on a GenAI committee would be helpful—librarians have subject expertise on how humans interact with information, and understand that people won't be able to identify all the AI tools existing to restrict them, which is why an opt-in approach would be more clear when identifying the conditions required in using or not using a tool, versus listing vague restrictions. By explaining the evaluation of their learning (what they think, not AI) and having a conversation about the ethical use of AI with students, it creates a more asset-based atmosphere.

Another senator was concerned with library faculty's involvement after the issue had been closed; it was clarified the Senate had not come to a decision for a recommendation re: opt-in vs. opt-out language.

More senators supported the inclusion of librarian in the hypothetical committee, and there are special perspectives and reasons why certain departments are stated to be represented in certain committees. Time ran out on **1b.**; President Stover announced it would come back April 2<sup>nd</sup> with Senator Atilgan Relyea first in queue, followed by Senators Jacobson and Kremer.

**1c. Does the Academic Senate wish to establish a committee on GenAI? ([see p.4](#)) (10 min)**

*Note: [the workgroup recommended “a permanent subcommittee under the Academic Senate” \[pp.1-2\]](#) but that recommendation is not advised given the scope of related tasks*

Senators discussed the ways the topic could move forward, saying a work group on GenAI could bridge with existing committees and see the task forces recommendations to fruition. This would be preferable to a permanent committee of the college. College Council has the charge to create any kind of multi-constituent work group, similar to the IDEAA task force which is ongoing now.

Senators discussed existing committees, such as District Online Committee, as well as the membership charge need of including those with special knowledge (library, computer science, and robotics were mentioned). The committee would tackle value-based issues related to Senate’s 10+1 purview.

Senator Persons moved that the body recommend the District establish a long-term, multi-constituent task force to address the issues of GenAI, seconded. Time ran out on **1c**. Senator Lemmer moved to extend the time by 2 minutes, and with no opposition time was extended for the vote. Discussion about the motion on the table involved clarifying it would be recommended to College Council, where the charge would be decided and senators concerns could be carried forward by Senators Aspinall and Perrone, as well as President Stover, who serve on College Council. A call for the question 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 – yes  
J. Davis (proxy G. Morre) – no  
K. Frindell Teuscher – yes  
G. Garcia – yes  
T. Jacobson – yes  
T. Johnson – yes

J. Kremer – yes  
L. Larsen (proxy G. Garcia) – yes  
D. Lemmer – yes  
L. D. Lukas – yes  
A. Martin – yes  
S. McGregor-Gordon – yes  
G. Morre – no  
M. Ohkubo (proxy T. Jacobson) – no  
M. Papa – yes

N. Perrone – yes  
N. Persons – yes  
T. Ruiz – yes  
E. Schmidt – yes  
N. Slovak – yes  
I. Tircuit – yes  
P. Usina – yes  
A. Yu – no

**1d. And if the Senate does move on item 1.c., does the Senate wish to forward recommended work to that committee? ([see pp. 4–5](#)) (7.5 min)**

Time ran out; President Stover stated **Items 1b & 1d** would be brought back on next meeting’s action agenda.

**2. Shall the Academic Senate fund up to three additional faculty to attend Spring 2024 Plenary with President Stover this March? (10 min)** This is an item related to our Spring Retreat Discussion Topic “How shall we engage in establishing priorities and management specific to our fiscal management?” and one that requires immediate consideration if we are to use Senate funds to send up to three additional faculty to Spring Plenary with President Stover. Relevant links:

- [Spring 2025 Plenary Registration Information](#)
- [Hotel Site](#)

*Cost per faculty (estimated in person) = \$1,500 [\$575 in person registration {includes meals Thurs. thru Sat.} + \$657 plus tax hotel + ~250 towards travel expenses]*

*Cost per faculty (estimated virtual) = \$425 registration fee*

Senators spoke to the value of attending ASCCC Plenary, in-person emphasized, due to conversations had with colleagues and learning with the opportunity to watch the debate.

It was clarified the answers about the Senate’s funds couldn’t be provided before the Plenary registration deadline, and a financial overview was promised for the future.

Senator Atilgan Relyea moved that the body fund up to three additional faculty members to attend ASCCC Spring 2025 Plenary, seconded. Discussion on the motion:

- Questions of sustainability and source of money (it was clarified from [faculty who voluntarily donate](#))
- Desirous to see two of the three faculty attendees be in-person due to the previous stated values
- Senator thanked President Stover for considering this as an option, citing past practice lacking transparency.
- Senator saw the attendance of faculty as a benefit to the District; others were curious about how other Academic Senates in community colleges are funded (district or otherwise).

Time ran out and Senator Persons moved to extend the time by one minute, seconded. Hearing no oppositions, time was extended by one minute and the vote was called. The motion passed with 24 yes votes, 1 no, 1 abstain, and 2 absent.

M. Anderman – yes

L. Aspinall – yes

A. Atilgan Relyea – yes

S. Avasthi – yes

J. Davis (proxy G. Morre) – yes

K. Frindell Teuscher – yes

G. Garcia – yes

T. Jacobson – yes

T. Johnson – yes

J. Kremer – yes

L. Larsen (proxy G. Garcia) – yes

D. Lemmer – yes

L. D. Lukas – yes

A. Martin – yes

S. McGregor-Gordon – no

G. Morre – yes

M. Ohkubo (proxy T. Jacobson) – yes

M. Papa – yes

N. Perrone – yes

N. Persons – yes

T. Ruiz – yes

E. Schmidt – yes

N. Slovak – yes

I. Tircuit – yes

P. Usina – yes

A. Yu – abstain

**BREAK – 5 minutes**

## DISCUSSION

**[Senate Area Reapportionment: Taskforce Report and Recommendations](#)** (10 min) – What is the Senate’s recommendation for Senate Area Reapportionment as based on the recommendations from the Fall 2024 Senate Reapportionment Taskforce?

**[See also “Mostly Even Distribution” spreadsheet](#)**

- President Stover noted that the recommendations would be for changes in the next Academic Year.
- A senator spoke for their constituents who felt disproportionate representation of associate faculty could be solved by one contract faculty member and one associate faculty member per Area.
- Another senator commented on the problematic nature of incorrect numbers of faculty; a refocus on discipline specific needs; question of faculty’s needs being met through representation
- In the Constitution it states it must have at least 11 Areas
- Concern for eleven associate faculty members schedule’s allowing the time commitment
- Reiterated that contract faculty have a college service contractual obligation
- Idea for having both Associate and Contract faculty in their discipline-specific Areas; with six associate faculty senators there for associate-specific needs / level-of-comfortability
  - With opportunity for associates to fill Areas if in the first call (to contract faculty) the seats are not filled
- Most associates do not have funding to be at department meetings; associate faculty may not feel represented in the department (inclusion in meetings, planning, hiring in department, etc.); called for a need to build departments inclusively.
- Time ran out and President Stover closed the discussion, promising to bring back the item at next meeting with the following Senators in the queue: Lemmer, Schmidt & McGregor-Gordon.

## INFORMATION

## Academic Affairs Budgetary Alignment Update with VPAA R. Holcomb

VPAA Robert Holcomb presented his PowerPoint on Budgetary Alignment by starting with the background that in 2022/23 Academic Affairs (AA) had a structural deficit of \$1.4 million.

- Current deficit remaining: about \$450,000; goal is to decrease to \$250,000 and by next Academic Year have the deficit resolved
- Based on Senate's recommendation of a holistic approach, leadership team in AA is looking at a number of categories:
  - Operational Budgets — finding some misalignment of expenditures, legacy budgets inactive; etc. Analyzing still but initial assessment is low probability significant savings within Operational Budgets
  - Faculty Reassigned Time — negotiated topic; District must analyze this source of expenditure with knowledge that most reassigned positions are categorically funded / critical roles
  - Schedule of Classes — last resort would be cutting scheduled classes as a budgetary savings method, because that would undermine enrollment management efforts
  - Organizational Alignment — absorbing funds of AA by other funding sources; possible way
  - Vacant Positions — only considered if workflow adjustments can be made while operations are maintained
    - Currently communicating with leadership in areas where there are two areas with vacancies / possible vacancies: Public Safety & Health Sciences
- VPAA Holcomb closed the presentation by promising to compile the information in a report and document to share with the Academic Senate leadership team / Senate, as well as College Council, to show a tangible proposal to make budgetary reductions this year.

Questions from Senators followed,

- Will coordinator positions of departments be included in the plans for realignment for programs
- If a full audit of the District's budget had been done, outside of Academic Affairs – where money is not being spent on instruction
  - Due for this
- Re: school closures / lack of funding for education in Sonoma County... what are the plans the District is considering?
  - Will be mitigated, District is being proactive

## **ADJOURNMENT**

President Stover adjourned the meeting at 5:00 p.m.

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### **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.