



# ACADEMIC SENATE

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

## MEETING MINUTES

April 30<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, A. Atilgan Relyea, J. Davis, 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. Ohkubo, M. Papa, N. Perrone, N. Persons, T. Ruiz, E. Schmidt, N. Slovak, J. Stover, I. Tircuit, A. Yu (Petaluma)

**ABSENT** L. Aspinall (proxy M. Ohkubo), S. Avasthi (proxy N. Persons), W. Downey, S. Rosen (proxy A. Yu)

**GUESTS** A. Foster, K. Jolley, L. Jay

**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 Kremer.

### **OPEN FORUM**

1. **L. Navarette:** faculty member of English for Multilingual Students (EMLS) department spoke of their proposed new course EMLS 5; raised concerns about the Curriculum Review Committee (CRC) process used to challenge the course proposal; felt the CRC process moved beyond the scope of disciplinary overlap; felt their credibility was undermined, and; believed there was a disconnect between the language and the process to challenge a course.
2. **B. Bookman:** faculty member of EMLS voiced concerns about the application of "one-size-fits-all" policies that overlook marginalized student populations; emphasized a disconnect between equity-related rhetoric and actual practice at SRJC; urged the body to move beyond performative equity statements to measurable strategies with accountability, and; requested that the Senate consider the concerns raised by both EMLS faculty.

**JUST CAUSE FOR REMOTE PARTICIPATION** None.

**MINUTES** Correction/Adoption.

### [Minutes of April 16<sup>th</sup> 2025](#)

President Stover asked if there were any edits or corrections. Hearing none, Senator Persons made a motion to approve the Minutes from the last meeting, seconded. Senator Schmidt requested a link be added in the Minutes of her full Open Forum statement, so Senator Persons withdrew the motion with no objections. Senator Schmidt made a motion to approve the [Minutes of April 16<sup>th</sup>](#) as amended with the link, seconded. Vote: 26 yes, 1 abstention, so the [Minutes of April 16<sup>th</sup>](#) were adopted as amended.

M. Anderman – yes  
L. Aspinall (proxy M. Ohkubo) – yes  
A. Atilgan Relyea – yes  
S. Avasthi (proxy N. Persons) – yes  
J. Davis – yes  
K. Frindell Teuscher – yes  
G. Garcia – yes  
T. Jacobson – yes  
T. Johnson – yes

J. Kremer – yes  
L. Larsen – yes  
D. Lemmer – yes  
L. D. Lukas – yes  
A. Martin – yes  
S. McGregor-Gordon – yes  
G. Morre – yes  
M. Ohkubo – yes  
M. Papa – abstain

N. Perrone – yes  
N. Persons – yes  
S. Rosen (proxy A. Yu) – yes  
T. Ruiz – yes  
E. Schmidt – yes  
N. Slovak – yes  
I. Tircuit – yes  
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.

Senator Ohkubo made a motion to switch the Information Item agenda to before the break, seconded. President Stover asked if there was any opposition and, hearing none, confirmed the adjustment.

## REPORTS

### 1. [President's Report](#): President Stover:

- announced the Executive Committee (ASEC) will be working on a process to address the course dispute in Curriculum Review Committee (CRC) over the summer and in preparation for appeals
- announced a Resolution will be on the next agenda from Petaluma Faculty Forum (PFF) colleagues on the development of a Thematic Learning Environment for the Petaluma campus
- announced At-Large election ballots were dispersed and voting is open with Executive Officer nominations simultaneously occurring
- congratulated the already elected incoming senators, April Oliver and Jessica Bush
- asked the body to consider voting on the first Action Item and quickly resolve it
- reminded: next week's meeting on May 7<sup>th</sup>, and the Special Study Session meeting on May 21<sup>st</sup>
- previewed next week's Consent item based on today's report from the Bylaws and Constitution Workgroup
- So that relevant preparatory work can be provided, recommended, if the body agreed, that the Action Item of the Senate Budget be tabled until the start of next semester

### 2. **Bylaws & Constitution Work Group Update** – M. Ohkubo & T. Johnson

- Senator Ohkubo introduced the Bylaws and Constitution documents, which contain non substantive changes they hope to pass via Consent next week.
- Senator Johnson informed the body that ongoing work on the documents in the fall would be focused on collegial consultation and aligning them with the new college governance / committee structure. She then asked for feedback.
- Senators asked for clarifications and provided suggestions, which the workgroup noted.

### 3. [CRC Curriculum Handbook Changes](#) – A. Foster

- A. Foster, CRC faculty co-chair, shared revisions of the handbook, some already approved by CRC and some in progress; the changes incorporated common course numbering, a non-credit section, and clarifications of processes and definitions. Announced the handbook would live as a PDF on the [Curriculum homepage](#) and will be broken into sections via web pages.

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

1. [Academic Senate Recommended Work concerning Generative Artificial Intelligence \(GenAI\) policies and procedures for the District Wide GenAI Taskforce](#)
2. [Regular and Substantive Interaction \(RSI\) Resolution](#)

### 3. Name Coach Software

Senator Lukas made a motion to approve the Consent agenda, seconded. Hearing no discussion on the motion, the vote was called and the Consent Agenda was adopted. Vote: 25 yes, 1 abstention, 1 no.

M. Anderman – yes	J. Kremer – yes	N. Perrone – yes
L. Aspinall (proxy M. Ohkubo) – yes	L. Larsen – yes	N. Persons – yes
A. Atilgan Relyea – yes	D. Lemmer – yes	S. Rosen (proxy A. Yu) – yes
S. Avasthi (proxy N. Persons) – yes	L. D. Lukas – yes	T. Ruiz – yes
J. Davis – abstain	A. Martin – yes	E. Schmidt – yes
K. Frindell Teuscher – yes	S. McGregor-Gordon – yes	N. Slovak – yes
G. Garcia – yes	G. Morre – no	I. Tircuit – yes
T. Jacobson – yes	M. Ohkubo – yes	P. Usina – yes
T. Johnson – yes	M. Papa – yes	A. Yu – yes

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

- 1. Meeting the Five Year Senate Area Apportionment Cycle Requirement (overdue)** as per [ARTICLE VIII, Section 5 of the bylaws](#): “Representation will be reviewed every five years by the Senate for apportionment reconsideration.”

President Stover introduced the item and offered the voting options provided as suggestions by ASEC. Senator Ohkubo made a motion to add new Associate Area (14) and reassign, with Senators’ consultation, so there are two associate senators per areas 12, 13, & 14 and including the creation of department specific lists organizing associate faculty by department (**First Recommended Vote on agenda**), seconded. Discussion on the motion followed and President Stover reassured senators that discipline and department expertise would be included. A call for the question was made, the vote was taken and the motion passed unanimously. Vote: 27 yeses.

Senator Frindell Teuscher made a motion to proceed with the second recommended vote – leave Contract Apportionment the same – make no change, seconded. Discussion on the motion included recognition of the close examination the reapportionment work group performed for the requirement. The vote occurred and the motion passed with 17 yes votes, 10 no votes.

M. Anderman – yes	J. Kremer – yes	N. Perrone – no
L. Aspinall (proxy M. Ohkubo) – yes	L. Larsen – yes	N. Persons – yes
A. Atilgan Relyea – yes	D. Lemmer – yes	S. Rosen (proxy A. Yu) – yes
S. Avasthi (proxy N. Persons) – yes	L. D. Lukas – no	T. Ruiz – yes
J. Davis – no	A. Martin – no	E. Schmidt – no
K. Frindell Teuscher – yes	S. McGregor-Gordon – no	N. Slovak – no
G. Garcia – yes	G. Morre – no	I. Tircuit – no
T. Jacobson – yes	M. Ohkubo – yes	P. Usina – yes
T. Johnson – yes	M. Papa – no	A. Yu – yes

The topic was concluded, and President Stover thanked the work group, Senators Morre & McGregor-Gordon, for their work and recommendations.

### 2. Proposed SLO Updated Rubric

President Stover introduced the topic, clarifying that the rubric as presented did not align with one predetermined growth benchmark; a simple solution would be to replace “In Progress” on the rubric with “Does not meet” for full assessment of the student. Senator Persons made a motion to, with the relabel change of “In Progress” to “Does not meet”, approve the SLO Updated Rubric, seconded. Discussion on the motion included endorsement of the proposed change. Hearing no further discussion, President Stover called for the vote and the motion passed unanimously with 27 yes votes.

### 3. Senate Budget Overview and Management

Senator Lukas made a motion to table the topic until next fall semester in support of ASEC summer planning, seconded. The motion passed unanimously with 27 yes votes.

**BREAK – 5 minutes**

#### **INFORMATION**

##### College Governance Restructuring – K. Jolley, L. Jay

K. Jolley, standing in for President Garcia, one of the tri-chairs of College Council, and L. Jay, President of the Classified Senate and HR Specialist, presented the redesign of the participatory government structure of the college. The evaluation by College Council began with surveying committees in 2023 and in Spring 2024 the Participatory Governance Work Group was created. Their work had six objectives: creating lanes (distinctions that prevented committees from overlapping responsibilities of other committees or operational areas); operational alignment (realignment with component areas); language clarification in committee charges (to ensure clarity of responsibilities); review / subsequent removal of language in committee charges pertaining to contract language; policy / procedure revisions, and; aligning committee charges in recognition of committees oversight where appropriate / warranted.

The revised structure webpage was displayed, identifying central, operational and Senate consultation committees with different shades. Central Committees – College Council and Planning and Budget Council (PBC) – provide recommendations to support the mission, vision, value goals and operational plans, and hold final recommendation authority on district wide matters, except where there's a legal statute or Board Policy. Operational Committees have more specialized roles to address institutional functions. Academic Senate consultation committees are operational committees that focus on professional and academic matters specifically designated for faculty.

The college community was notified of the restructure via email on April 7<sup>th</sup>; the component area Vice Presidents are having various meetings with relative committees as they provide feedback and have questions, which they provide to the Participatory Governance Work Group for incorporation. [The webpage](#) will continue to be refined as the consultation process occurs; once it receives final approval it will go to the May 15<sup>th</sup> College Council meeting for a final review, then become a recommendation to the Board of Trustees at their June meeting.

The accompanying participatory governance manual, forthcoming, includes the structure, the roles of the various groups, committee charges, etc. Annual training for all committee chairs is included in the participatory governance restructuring.

Comments from Senators:

- Questioned where the Tauzer group/committee was since it's a large component of Professional Development Day.
  - College Council determined it's not a participatory governance multi-constituent committee, so it was not addressed as part of this work. K. Jolley assured the senator their feedback would be taken back to the Participatory Governance Work Group.
- Questioned where Day Under the Oaks and Arts & Lectures committees were.
  - Their functions will be operationalized out of the Office of the President and Academic Affairs.
- Concern for the committee charges being changed and not knowing if responsibilities that were determined inappropriate and removed were assigned to an appropriate group.

- Concern over the project's traceability to the prior structure / linking previous committee charges to new ones, displaying clearly what was changed and why; suggested answering these questions via explanatory material in the webpage to support their understanding.
- Liked the idea of a live document displaying the old versus new structure; a history providing reasoning for the decisions if the results of those decisions are challenged.
- Questioned if a discipline-specific appointment is outlined in committee membership structure, or if it's specified by the Senate making the appointment.
  - Past President Persons observed the practice of Academic Senate President has been to make faculty appointments; there are some committees which have designated memberships that are discipline specific that the President is supposed to seek out.
  - The question will be taken to College Council to identify the responsible parties.
- President Stover clarified moving forward committee appointments will be made on an annual basis.
- Concern with the term, 'ex officio' meaning a member of the committee that doesn't vote; urged the designation never be used.
- Recommended College Council clarify the committee appointment process and publicize it

## DISCUSSION

### AP 7120A Faculty Hiring Administrative Procedure (1<sup>st</sup> Introduction for Fa25)

The proposed AP is the result of the AP 2410 process, where a faculty lead works with a lead administrator to make sure 10+1 purview is upheld. Faculty voice remains present through the Senate's previous years' discussions on faculty hiring and recommendations to the District, the District's suggestions in response, and the AP2410 process. Senator Ohkubo, President Stover, President Garcia, Kate Jolley and Zehra Sonkaynar met for months to produce the resulting document.

President Stover reminded the body there will be a Special Study Session on May 21<sup>st</sup> dedicated to this topic. He also reminded the body this is AP 7120A – Contract Faculty. The AP 7120B – Associate Faculty will come after AP 7120A.

- A senator asked for the screening process to be defined in the document (the screening committee is defined but not the actual process of what screening looks like) and for the language under the Final Interview Process to be clarified re: who disseminates information from the hiring committee to the VPAA and college President.
- A senator asked for traceability and rationale for the changes made to the AP to increase improved understanding.
- A senator wanted the reference checking process to be discussed further; faculty with relevant qualifications should do the reference checks because administrators do not have the discipline expertise.
- A senator asked for clarity re: this statement in the Responsibilities section: *Raising questions about traditional notions of "merit," "fit," and "compliance" during the application review and interview stages of the faculty hiring process.*
- A senator recommended using consistent language in certain sections (*i.e.* department chair or program director)
- A senator asked why the co-chairs aren't consulted and asked which VP would be assigned if the hiring is for a Student Services faculty position

With no time left on the topic, Senator Persons made a motion to extend the time for 14 minutes, seconded. Hearing no objections, time was extended.

- A senator asked if the Equal Employment Opportunity Advisory Council (EEOAC) at SRJC was consulted as part of this process.

- President Stover asked guest K. Jolley to address the question—it was answered that an operational committee wouldn't typically weigh-in but the issue will be taken up in College Council.
- A senator emphasized the need for a screening process to be included in the procedure.
- A senator asked for clarity on the composition of the screening and interviewing committee requirements if one is unable to be met, citing C.-2. requirement (page 4) and the H. requirement (page 5).
- A senator asked for clearer language to distinguish responsibilities by area, instead of using the wording in the document: "*Vice President in charge of the supervising administrator*"
- A senator wished to clarify their previous statement that faculty should be responsible for reference checks—they cited the rationale provided by the District, confidentiality, doesn't make sense since all the proceedings of the hiring committee are confidential.

The feedback will be incorporated, and track changes will be used and presented in the Special Study Session on May 21<sup>st</sup>. President Stover offered to create a study guide which easily links to the previous versions of this procedure, like 4.3.2p, to be made available at a later date.

## **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.