



ACADEMIC SENATE

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

MINUTES

2 September 2026, 3:15 p.m.

Santa Rosa: Senate Chambers, Doyle
145

**Petaluma: Mahoney Library 726,
2nd Floor, Petaluma.**

ZOOM ID: 958 4627 3808

PRESENT: M. Anderman, L. Aspinall, A. Atilgan Relyea (remote), S. Avasthi, L. Branen-Ahumada, K. Bunas, J. Bush, J. Davis, K. Fortunati, V. Hamilton (Petaluma), A. Hsieh, T. Jacobson (Petaluma), D. Lukas, J. Lusk (Petaluma), T. Melvin, J. Nieto, A. Oliver, M. Ohkubo, MJ Papa, N. Perrone, S. Rosen (Petaluma), T. Ruiz (Petaluma), E. Schmidt, I. Stockburger, I. Tircuit, N. Tran, N. Wheeler

CALL TO ORDER 3:15 p.m.

LAND ACKNOWLEDGEMENT STATEMENT - The Land Acknowledgement was read by President J. Stover.

We acknowledge that we gather at Santa Rosa Junior College on the territorial traditional land of the Pomo People in Santa Rosa and the Coast Miwok People in Petaluma, past and present, and honor with gratitude the land itself and the people who have stewarded it throughout the generations.

OPEN FORUM:

1. Nick Perrone – Social Studies

Deferred his time to Senator Aspinall

2. Laura Aspinall – Disability Resources

[Open Forum Statement DRD 9.2.26 \(002\).pdf](#)

L. Aspinall spoke on behalf of the faculty of the Disability Resource Department regarding student centered accessibility.

Just Cause – The Chair requested Remote Participation for Senator A. Atilgan Reylea. No opposition to allowing remote participation.

MINUTES

[Minutes of August 19, 2026](#)

A Senator addressed an error with the President's report regarding the number of Senate vacancies. It was also addressed that a first name was used in referring to a report for the SRJC Forward. A Senator addressed a font size error on page 6. A Senator addressed that essential information was not added and should be included in the Banner Implementation update.

The Chair reviewed the corrections and noted that the updated minutes will be brought back to the September 16 Senate meeting for approval.

ADJUSTMENTS TO THE AGENDA-

REPORTS

1 . President's Report -J. Stover

[President's Report](#)

The Chair recommends watching the Sunday morning tribute to Dolly Parton.

- Last Friday, the Senate held a retreat; time was spent discussing Banner implementation and issues.
- Ellucian officials shadowed a counselor and staff members. They will also reach out to the Disability Resource Department (DRD) and partner with DRD faculty.
- The Senate will continue to advocate for functionality and accessibility.
- Low textbook threshold, a one-page document, created in consultation with ASCCC explaining how we got to this point of the discussion.
- Urgent discussion item, from the Faculty Professional Development Committee, requesting the Senate to weigh in and to endorse the Faculty Professional Development Committee (FPDC) to run a pilot program of the VRC.
- President Stover reported receiving candidates for the Executive Secretary and Associate Representative roles on ASEC. The nomination period is open until next Tuesday. The Senate will hold officer elections on September 16.

- On September 16, a photographer will be here to update headshots for those notified and will also take an updated group photo.
- New presentation guidelines and updated instructions for submitting a notification of absence from Senate meetings are linked to the report.
- Requesting a donation from every faculty member of \$1 to the Academic Senate Committee Fund
Time ran out on the President's report.
 - A Senator asked if there will be a future discussion item about reorganization coming to the Senate.
 - Yes, likely, not gotten there in terms of the plan.

INFORMATION

1. **Banner Implementation Update** *(Standing Item)* J. Adams, L. Beach

Dr. R. Holcomb shared members of the Ellucian team are on campus throughout the week, with additional team members scheduled to arrive in the coming days. The team is meeting with project leads, Dean Josh Adams, Matthew Long, and IT staff, as well as frontline employees to better understand the student experience. Ellucian is developing a prioritized list of Banner issues and anticipated completion timelines. Priorities are based on urgency and the most effective logistical order to be addressed.

Academic Affairs priorities identified:

- Accessibility
 - Timekeeper/data cleanup affecting course load calculations
 - Escape - Banner integration to support payroll/payments
 - Group PAF functionality and the ability to input information into Banner
 - Work Experience EIP project, with the goal of having it operational before open enrollment
- Senators inquired whether the prioritized list and timelines would be available to faculty and staff.
- The document is a working draft but could likely be shared.

Senators expressed appreciation for meeting with Ellucian today, noting more meetings are needed to resolve issues and requested a plan and a schedule.

Senators emphasized that clear information about what is being addressed would help reduce uncertainty and anxiety among faculty and staff.

Dr. M. Senecal reviewed this is the first of many meetings to come. Ellucian is currently developing a prioritized list and associated timelines, which are expected to be finalized by Friday.

Once finalized, the priorities, from Priority 1 through Priority 6, will be shared along with specific action items and deadlines. Student Services is currently significantly impacted, with financial aid identified as a high priority for the week. Three components related to financial aid being addressed this week.

2. **Academic Affairs Reorganization Update** R. Holcomb

Dr. Holcomb acknowledged the work of the Transfer Center for hosting Transfer Day today.

Dr. Holcomb provided an update on the proposed reorganization of Academic Affairs and reviewed the steps taken to this point. The process began with District town halls in Spring 2026, followed by Academic Affairs cluster meetings. Instructional Deans compiled executive summaries of the cluster meetings; these were reviewed over the summer to develop reorganization objectives. Fall 2026 a preliminary draft of the reorganization is being presented for review and feedback. Additional cluster meetings are scheduled to gather input and inform future drafts. The proposal focuses on cross-disciplinary alignment.

- **Component area alignment:** Realign responsibilities among Academic Affairs, Student Services, Human Resources, and Administrative Services based on their functions.
- **Promote Innovation and growth opportunities:** Develop infrastructure to support opportunities such as dual enrollment, instructional service agreements, distance education, and the transition toward a teaching-focused college.
- **Unify academic areas:** Bring related areas such as non-credit programs, learning support, and career education into more coordinated structures.
- **Reorg into "Schools" vs Clusters:** Explore replacing clusters with schools to encourage cross-disciplinary collaboration and better connect related programs and student pathways.
- **Active Academic Leadership at all District sites:** Establish active academic leadership across district locations, including Roseland, Petaluma, and the Public Safety Training Center.

The preliminary structure proposes a four-school concept:

- **Placeholder, School 1:** Academic foundations, learning resources, information competency, critical thinking, expression, and art, performance, and design.
- **Placeholder, School 2:** Quantitative reasoning, scientific discovery, health sciences, kinesiology and athletics, STEAM, and the Shone Farm area.
- **Placeholder, School 3:** Career education, community-based programming, business and career education, and non-credit programs. This school is anchored at SRJC Roseland.
- **Placeholder, School 4:** Instructional resources and support, including curriculum, instructional support, online learning, and academic technology. This school is anchored at the Public Safety Training Center.

The proposed structure is intended to improve disciplinary alignment, support cross-disciplinary collaboration, and create stronger connections between academic programs and student experience.

Questions/comments:

A Senator inquired about the model and the effect of the existing Dean, Department Chair, and Administrative Assistant structure.

- Anticipating a possible Early Retirement Incentive (ERI), a reduction in force, organizing fewer redundancies, and positioned to absorb the reduction of the workforce.

A Senator was surprised that the Petaluma campus is their own theme as well as an inquiry about the alignment with SRJC Forward because the presented schools do not seem to match the paths presented earlier.

- Suggested over the years, it has been difficult for department chairs to work with multiple Deans for scheduling, staffing, and PRPP. This is a way to centralize Petaluma offerings.

Senators asked if there were outside views, models, and best practices incorporated or consulted.

- Leadership looked at Colleges that matched up to SRJC, Solano College as they are organized around different schools. There is an opportunity for additional engagement for the next phase.

Senators asked how the Academic Affairs reorganization was being coordinated with the separate Student Services reorganization and whether the two processes were sufficiently integrated.

- Student Services and Academic Affairs leadership have been consistently sharing drafts, ideas, and feedback with each other. Each reorganization draft was influenced by discussions and feedback from the other area.

Time ran out on this item.

A Senator noted we are ahead by 7 minutes on the agenda.

Senator Ohkubo made a motion to extend the item for 7 minutes. Seconded. No opposition.

Senators concerns regarding the rationale for how departments are categorized within the proposed schools.

A Senator asked how the reorganization would produce savings given the District's budget shortfall.

- Anticipation of an early retirement incentive, which will support a reduction in force, there is potential not to replace some positions.

A Senator inquired about the rationale between Behavioral and Social Sciences.

- Themes, information competency, critical thinking, and expression.

A Senator inquired on the reduction of administrators

A Senator requested the Academic Affairs reorganization update be a discussion item at the Senate.

Senators inquired about who would participate in the upcoming cluster meetings.

- The invitation is to department chairs, contract faculty, associate faculty, classified professionals and deans, directors, and administrative members.

A Senator emphasized the substantial work already conducted through SRJC Forward/Guided Pathways, including research, information sessions, and engagement with students and faculty. Concerns that the reorganization should align with this existing work rather than create another organizational or pathway structure that could introduce confusion for students.

- Remains an area for further discussion.
- The issue should be worked through during the upcoming cluster meetings.

Senator Lusk and Senator Ohkubo will be in the queue when this item is brought back.

CONSENT (none)

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

previous Action agenda.

1. **Does the Academic Senate wish to recommend \$30 as a “low textbook cost” standard as per new guidelines from the state. (15 minutes) Updated Support Documents Include:**

- [One Pager on Establishing Locally Defined Low Textbook Cost \(LTC\) Thresholds](#)
- [Updated XB12 Instructional Materials Cost Document](#)
- **and as previously shared...**
 - [Resolution 21 April 2021: Recognition of Course Sections with Low-Cost Course Material Options in the SRJC Online Schedule of Classes](#)
 - [April 21, 2021 Academic Senate minutes](#)

The Chair reviewed a one-page document that was attached, highlighting the history of the discussion and the many actions that took place after the Senate passed a resolution establishing locally a \$50 cost.

A Senator thanked the Chair for the one-page document and the clear information.

A Senator noted that the section's comments could be used to show the cost of \$50 even if it does not qualify for the \$30 low cost.

Alignment and supporting our students are important as well as pressuring the textbook industry.

Senator Lukas made a motion to recommend \$30 as a low textbook cost standard as per new guidelines from the State for Santa Rosa Junior College. Seconded. Approved by 27 yes.

BREAK

DISCUSSION (note: items marked **[urgent*]** can be moved to Action and voted on in the same meeting)

1. ***Does the Academic Senate support this recommendation from the Faculty Professional Development Committee?*** *“We ask the senate to urgently discuss at their next meeting the establishment of a VRC pilot program run by members of the FPDC before making available to all faculty (as previously recommended by the Senate) and in support of a successful, supported, and tested launch of VRC.”* For more detail on this recommendation, [please see the President’s Report \(linked above and here\)](#).

The Chair reviewed this is an urgent item coming to the Senate from the Faculty Professional Development Committee.

T. Melvin and A. Forrester, the co-coordinators for the committee, received access in late summer to review the Vision Resource Center (VRC). Although there are some useful resources, it is not user friendly and would like to pilot this as a committee for further review. Requesting the Senate to urgently discuss the establishment of a VRC pilot program run by members of the Faculty Professional Development Committee (FPDC) before making available to all faculty as previously recommended by the Senate and in support of a supported and tested launch of the Vision Resource Center.

Senator Lukas made a motion to move this item to action. Seconded. Approved by 27 yes votes. This item has been moved to action.

- A Senator questioned if the VRC is the only option and if it will be implemented next year.
 - VRC is run by the Chancellors Office, includes a calendar, and opportunities, this can be tailored to your college, other colleges have classified support along with full-time faculty backing their Professional Development, in terms of reporting it is unlikely.
- Appreciate the committee having a chance to do this pilot program; at the very least a FAQ page is necessary after having an opportunity to view the page during the committee meeting.

Senator Lukas made a motion to support the recommendation from the Faculty Professional Development Committee to establish a VRC pilot program as specified. Seconded. Approved by 27 yes votes.

If anyone would like to be on the pilot, contact President Stover as soon as possible.

2. **Does the Academic Senate recommend the formation of a Resolutions Taskforce in our Bylaws?** (10 minutes) *In order to avoid having to “reinvent the wheel” each time we seek to create a resolution, do we wish to establish a Resolutions Taskforce in our Bylaws as similar to the structure of our Elections Committee ([see Bylaws Article III, Section 3](#) for reference).*

The Chair reviewed that the Senate must make a call out when there is a need to write a resolution. The proposal is to establish a task force, like the election committee. Reviewed that the idea is to create language that would enable the Senate to activate that part of the operation to bring Senators together

to write a resolution. This would be a change to the Bylaws.

- A Senator read a colleague's statement regarding: The Academic Senate would benefit from developing a best practice around distinguishing what items fall into the resolution category vs policy/action items.
- Senator raised concerns regarding faculty training and time for writing a resolution.
- A Senator inquired if associate faculty would be paid for their services if on the task force.
 - If a task force is established, then additional steps would be to determine membership; the goal is to have it available to all Senators. The District would have to take up with AFA to address compensation for Associate faculty.
- Clarification on the number and type of resolutions the Senate has been dealing with
 - In the fall, Advocating for Flexibility in remote participation
 - Spring Plenary
 - Noted the resolution page on the web site has not been updated since 20-21
- A Senator reviewed the importance of having guidelines and frameworks around how a resolution is written to be more effective in our communication.

Senator Melvin made a motion to move this item to action. Seconded. Approved by 27 yes votes.

A Senator reviewed that writing resolutions is a lot of work and is labor intensive.

Time ran out on the item. This will be brought back as an action item.

3. **Does the Academic Senate recommend the formation of a Treasurer position (or adding responsibilities to existing position?) on the Academic Senate Executive Committee?** *Last year we had several expenses related to Plenary travel and meeting coffee and snacks. The Academic Senate President also engaged in fundraising for plenary scholarships, and the Administrative Assistant regularly balances the Exchange Bank checking and savings accounts. Do we wish to create treasurer responsibilities on the Executive Committee by adding responsibilities to current members in support of more robust accounting and fundraising efforts going forward? Note, it is not advised to create a new position due to limitations on available reassign time.*

The Chair reviewed the reasoning behind the formation of a Treasurer position. The following items were reviewed:

- Last year, current President did a lot of fundraising
- Suggest establishing a treasurer to manage the budget
- Offering additional assigned time, adding responsibilities to another ASEC role
- Senators is in favor of creating a treasurer position to manage Senate funds.
- A Senator noted that it is not uncommon across other Academic Senates to have a treasurer.
- Senators raised concerns with the number of hours the treasurer's duties add, although it would be beneficial to ASEC and body at large.
- Reviewed the responsibilities, tasks, and the necessity to codify the practices since the Senate is always changing.

Senator Lukas made a motion to move this item to action. Seconded. Approved by 27 yes, votes.

ADJOURNMENT 5:00 pm