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

AGENDA
September 3, 2025, 3:15 p.m.
Santa Rosa: (New) Senate Chambers, Doyle 145
Petaluma: Room 690, Richard Call Bldg.
ZOOM ID: 958 4627 3808
Click here to start Zoom

CALL TO ORDER 3:15 p.m.

LAND ACKNOWLEDGEMENT STATEMENT
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: Not to exceed 3 min. per person and 10 min. per topic. Time may be extended by the President or by approval of two-thirds of Senators present. To be added to the queue for Open Forum, please fill out the **Open Forum Form** and submit it to the **Academic Senate Administrative Assistant** before the meeting. Options for delivering your public comment include making your own statement or asking a colleague to read your statement when recognized or emailing your statement in advance to Academic Senate to be read by the Executive Secretary.

MINUTES (3:30 – 3:35):   Correction/Adoption   **Minutes of August 20, 2025**

ADJUSTMENTS TO THE AGENDA Any senator may move any Consent item to the Action agenda to allow for discussion.

REPORTS (3:35 – 3:40)
   1. **President's Report** (5 min) – J. Stover

CONSENT (3:40 – 3:45): Treated collectively as one Action item. Any senator may move any Consent item to the Action agenda to allow for discussion.
   1. **Associate Degree Course Requirements – Military Exemption for Veterans Credit DD214** *(see also* **Deciphering the DD-214** [PDF Presentation])
   2. **Recommended Classroom Practices for Flexibility and Accommodation in Student Attendance and Participation** *(non-exhaustive)*

ACTION (3:45 – 3:50): Items must come from the Discussion agenda of a previous meeting or be carried over from a previous Action agenda.
   1. **Reorganization of Associate Areas of Representation** - *Shall the Associate Areas of Representation be reorganized as outlined in this proposal?*

[agenda continued on next page]

DISCUSSION (3:50 – 5:00)

    1. AP7120 Contract Faculty Hiring Procedure *(25 min)*

        I.   *Shall Students be included on all Contract Faculty Hiring Committees?*

        II.   *Shall Outside Faculty (read: outside of department/discipline) be included on all Contract Faculty Hiring Committees?*

    Related Resources:

        a. **AP7120 Document (Clean)**

        b. **From 4.3.2p to AP 7120A Contract Faculty Hiring (Slide Deck from May 21st Special Listening Session)**

    2. "Three New GenAI Features Debuting in Canvas" (15 min) This item appeared as an Information item at our August 20th meeting, and a senator made a motion, which was seconded, to move the item to the Discussion Agenda of this meeting. It was difficult to frame a specific question to be discussed based on the following factors as discussed by the Academic Senate Executive Committee:

- It is not Senate 10+1 purview to debate the merits of Generative Artificial Intelligence writ large.
- The Academic Senate has, on a very limited basis, taken up the debate of Canvas-based teaching tools, and to do so now would be precedent setting in a manner running counterintuitive to an Instructor's academic freedom of choice in their teaching and learning activities.
- AFA has established the need to negotiate with the District, which is forthcoming.
- The District has made the call for the formation of the Generative Artificial Intelligence Taskforce, which is a direct result of an Academic Senate recommendation in Spring 2025 (also see minutes of April 30, 2025)
- A subcommittee of the Educational Planning and Coordinating Committee (EPCC) as per AP2410 is working on an academic intregrity policy as reported out on May 7, 2025 and as recommended by the Academic Senate on February 19, 2025 (see minutes here).
- The three faculty-facing GenAI tools proposed for Canvas by Canvas and Instructure have to be activated, one by one, by each instructor if they wish to use them in any combination (i.e., these are opt-in tools).

With this in mind, the Senators who made the motion and the second to move to Discussion will be called upon first to speak to the topic.

BREAK (4:25– 4:30 pm)

    3. Online Teaching Certification *(30 min)* Does the Academic Senate wish to adopt the recommendations embedded in the **Faculty Online Teaching Certification Work Group Final Report** [May 7, 2025] as including (but not limited to) the following:

Recommendations re: Certificate Basics.

        1.1 Therefore, WE RECOMMEND that SRJC's Distance Education department create a custom Online Instruction Certification (OIC) that aligns with **@ONE CVC-OEI Course Design Rubric** in legally relevant materials such as Interaction, and Accessibility, while also providing training in content presentation and assessment.

        1.2 WE RECOMMEND that SRJC's OIC should be at least 40 hours (which is the current length of the existing Online Special Expertise (OSE) Certification program) to achieve @ONE alignment in legally relevant materials, such as Interaction and Accessibility.

1.3 WE RECOMMEND that when a department does not have any available certified faculty, the department chair, in consultation with the ID, can assign an online course to a non-certified faculty or new hire, who must then enroll in the full certificate course.

1.4 WE RECOMMEND that the certificate should be approved for FLEX and PGI.

1.5 While matters of pay are out of our purview, WE RECOMMEND working with AFA as appropriate to achieve a similar or monetary incentive for all faculty, especially those who do not qualify for FLEX or PGI, such as online associate faculty.

Recommendations re: Certificate Updates.

2.1 WE RECOMMEND that Distance Education track faculty certification status, new regulations, and any recommended @ONE aligned updates, and will report any relevant information to the Academic Senate and DCC/IM on a regular basis, such as once a year. Any changes that could affect the time commitment of the SRJC certificate will be communicated to the Academic Senate as soon as possible *[footnote: It is also worth noting the @ONE OEI Rubric will be updated in the future and will likely have an additional component to address Equity and Inclusion, which could be addressed at that time.]*

Should time permit, we could also review and move forward…

Equivalency and Recertification Recommendations #s 3.1; 3.2; & 3.3

Maintenance Requirements Recommendations #s 4.1; 4.2; 4.3; & 4.4

Other Recommendations #s 5.1 & 5.2

INFORMATION

None.

ADJOURNMENT 5:00 p.m.

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ALL FACULTY MEMBERS ARE INVITED TO ATTEND ACADEMIC SENATE MEETINGS