



ACADEMIC SENATE

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

MEETING MINUTES

DATE: September 20, 2023
TIME: 3:15 p.m.
LOCATION: Santa Rosa: Bertolini Senate
Chambers, Room 4638
Petaluma: Room 628, Richard
Calling Bldg
ZOOM ID: 958 4627 3808
<https://santarosa-edu.zoom.us/j/739337730>

PRESENT

M. Anderman, L. Aspinall, A. Atilgan Relyea, A. Donegan, W. Downey, J. Fassler, M. Ferguson, G. Garcia, M. Hale, T. Jacobson, T. Johnson, L. Larsen, D. McCall, G. Morre, M. Ohkubo, J. Perez, S. Rosen, E. Schmidt, J. Stover, P. Usina, C. Williams, A. Yu

ABSENT

S. Avasthi, D. Lemmer, P. Ozbirinci, N. Slovak

GUESTS

L. Beach, J. Carlin-Goldberg, R. Holcomb, J. Smotherman

CALL TO ORDER

The meeting was called to order at 3:15 p.m. by President Persons. The Land Acknowledgement Statement was read by Senator Stover.

OPEN FORUM

1. Senator Larsen addressed the need for Diversity, Equity, Inclusion, and Anti-Racism (DEIA) professional development for Academic Affairs. The senator recently attended the Student Services retreat as a representative from the Workforce Development/Career Hub/Work Experience departments. Student Services has created a comprehensive DEIAA Professional Development Plan with monthly intensive trainings this Fall.
2. Dr. Jeremy Smotherman, Senior Director of Institutional Effectiveness, Research & Planning announced, starting next week, there will be town hall meetings on Guided Pathways. There will be 5 meetings: September 27th and October 2nd, 3rd, 5th, and 6th. Any faculty interested in participating should RSVP, questions may be emailed to jsmotherman@santarosa.edu.
3. Senator Donegan announced that AB811 has recently passed by both the Assembly and the State Senate and is awaiting signature by Governor Newsom. AB811 allows students in a particular discipline: Arts, Computer Aided Design (CAD), foreign languages, etc. to repeat a class, even with a successful completion. This bill aims to promote skill building and life long learning.

MINUTES

Senator Downey made a motion to approve the [minutes of the September 6th](#), motion was seconded. The minutes were approved unanimously with no corrections or additions.

ADJUSTMENTS TO THE AGENDA

None

REPORTS

1. [President's Full Report](#), N. Persons

Highlights:

President Persons welcomed returning Senator Rosen, representing area 4, and first-time Senator A. Yu, representing Area 5.

The Area B meeting will be held on Friday, October 27th 9:00AM-2:00PM remotely.

President Persons announced she is working on securing funds to send a small group of faculty to the Academic Senate for California Community Colleges (ASCCC) Faculty Leadership Institute (FLI). This professional development is for faculty who are interested in gaining deeper knowledge of the role of the Academic Senate, both locally and statewide. In 2024 FLI will be held in Palm Springs June 20-22, in-person. Please look for future announcements regarding this opportunity.

The Academic Executive Committee appointed Tara Jacobson and Tara (TJ) Johnson to the Vice President of Human Resources Screening and Interviewing Committee.

College Council is in the process of revising Board Policy and procedure 2.1P/p and 2.5P/p. In their current iteration policies and procedures both must be approved by the Board of Trustees. Typically Boards of Trustees only approve policies and CEOs (Superintendent/Presidents) approve procedure.

As part of College Council's shared governance redesign project, in collaboration with Dr. Smotherman, a new survey instrument is being developed that will be sent out to all committees and councils.

2. [Zero Textbook Program Workgroup Full Report](#), J. Carlin-Goldberg

This project designed to create degrees that students can complete with no cost text book and instructional materials. Some materials, such as calculators, are not included in this project. The Zero Textbook Cost (ZTC) Workgroup received \$20,000 for the planning phase of the project which required assessment, identifying degrees and certificates, and creating a list of participating GE courses. Members of the workgroup are meeting to develop a job description for the ZTC Coordinator who will oversee the ZTC degree project. Faculty will be asked to conduct a gap analysis on courses within their discipline and will research free resources available for the course. The budget is due on October 1st.

CONSENT

None.

ACTION

1. Wait Lists

Supporting Documents:

[CCLC Inquiry Re: Wait List Policy and Procedure](#)

[Waitlist Procedure 3.14.5](#)

[Waitlist Policy 3.14.5 Strikethrough](#)

[Waitlist Flowchart](#)

[Waitlist FAQ](#)

The objective is for the Senate to establish a workgroup to make recommendations to the District regarding SRJC Waitlist practices. Senators are asked to consider the number of participating faculty, criteria for their selection, a timeline for the work to take place, and who shall select the participating faculty. President Persons reiterated that faculty are encouraged to consider the need for this work from students' perspectives.

It was asked how a process would be implemented if the work group recommended the existing Policy and procedure be deleted. Jane Wright, Director of Policy and Procedure Services, suggested the Academic Senate should connect with the Chief Instructional Officer and the Chief Student Services Officer to develop an agreed upon course wait list protocol that could be posted on key webpages.

Senator Garcia made the following motion:

The Academic Senate establish a workgroup to review waitlist procedures so the Academic Senate can make a recommendation to the District. The workgroup will consist of 6-8 faculty members as selected by the ASEC using DEIAA values, with work started in Fall 2023 and recommendations brought back to the Senate in Spring 2024

Motion was seconded.

Senator Schmidt moved to amend motion to specify that the workgroup include at least one counselor and a majority of instructional faculty.

The amendment failed, with two yes, 18 no's and five abstentions.

M. Anderman-abstain	M. Hale-N	J. Perez-N
L. Aspinall- N	T. Jacobson-N	S. Rosen-N
A. Atilgan Relyea- N	T. Johnson-N	E. Schmidt-Y
S. Avasthi (proxy, Usina)- N	L. Larsen-N	N. Slovak (proxy, Donegan)- abstain
A. Donegan-Y	D. Lemmer-absent	J. Stover-N
W. Downey-N	D. McCall-abstain	P. Usina-N
J. Fassler-N	G. Morre-abstain	A. Yu-N
M. Ferguson- abstain	M. Ohkubo-N	C. Williams-N
G. Garcia-N	P. Ozbirinci (proxy, Hale)- N	

Senator Garcia made a motion to extend the discussion by 4 minutes, motion seconded. Time was extended with no objections.

Senator Stover made a motion to extend the discussion by 10 minutes, motion seconded. Time was extended with no objections

Original motion was voted on, motion passed, with 21 yes, two no's, and two abstentions.

M. Anderman- Y	W. Downey- Y	T. Jacobson- Y
L. Aspinall- Y	J. Fassler- Y	T. Johnson-Y
A. Atilgan Relyea- Y	M. Ferguson- N	L. Larsen- Y
S. Avasthi (proxy, Usina)- Y	G. Garcia- Y	D. Lemmer- absent
A. Donegan- Y	M. Hale- Y	D. McCall- Y

G. Morre- N	S. Rosen- Y	P. Usina- Y
M. Ohkubo- Y	E. Schmidt- Y	A. Yu- abstain
P. Ozbirinci (proxy, Hale)- Y	N. Slovak (proxy, Donegan)- abstain	C. Williams- Y
J. Perez- Y	J. Stover- Y	

BREAK 4PM-4:05PM

3. District Education Plan, R. Holcomb

[Educational Mater Plan PBC Discussion](#)

Dr. Holcomb shared that the District Education Plan will be used to inform the reorganization of Academic Affairs. To this end, the goal is to have the plan completed by the end of spring 2024.

Senators engaged in discussion regarding who would select faculty to participate in the development of the plan, what applicants should include or address in a statement of interest, the timeline for the work to be completed, and the approval process for the plan once completed.

Senator Stover made a motion to extend the discussion for 10 minutes, motion seconded. Time was extended with no objections.

Senator Stover made the following motion: that we [Academic Senate] ask the Education Plan Co-Chairs and ASEC members to select 10-12 faculty members, as defined by the Senate in their September 6th vote, and that they, as part of the selection process: require a statement from applicants of no more than 250 words on where they see the college in five to fifteen years and includes their ideas for overall development of the education plan as supports the college as a whole. The work will commence in Fall 2023 and be completed in Spring 2024.

Motion was seconded.

The motion passed with 15 yes, six no's and four absentions.

M. Anderman- Y	M. Hale- Y	J. Perez- Y
L. Aspinall- Y	T. Jacobson- Y	S. Rosen- Y
A. Atilgan Relyea- Y	T. Johnson- Y	E. Schmidt- N
S. Avasthi (proxy, Usina)- Y	L. Larsen- Y	N. Slovak (proxy, Donegan)- N
A. Donegan- N	D. Lemmer- absent	J. Stover- Y
W. Downey- abstain	D. McCall- abstain	P. Usina- Y
J. Fassler- N	G. Morre- N	A. Yu- abstain
M. Ferguson- N	M. Ohkubo- Y	C. Williams- abstain
G. Garcia- Y	P. Ozbirinci (proxy, Hale)- Y	

DISCUSSION

1. [Peer Online Course Review \(POCR\) Explained](#), L.Beach

Lisa Beach summarized that the Academic Senate approved the District becoming both a

home and teaching college with the California Virtual College (CVC) last year. In order to become a teaching college we must participate in a Peer Online Course Review (POCR) process. It was suggested to initiate a pilot and have a few faculty members volunteer and provide feedback on their experience.

Questions were asked regarding the course approval process, including how courses are ultimately approved or earn a “badge”, and the benefits of having a course reviewed.

A senator asked the differences between courses that are badge approved versus courses without a badge. One college has conducted research regarding success and retention for students in courses that have gone through the review process and are aligned with the rubric. Their findings indicated an increase in success and retention.

Senator Stover made a motion to move this item to the action agenda for the next meeting.

Motion was seconded.

The motion passed unanimously.

INFORMATION

None

ADJOURNMENT

5:00 p.m.