

Santa Ana College Academic Senate Business Meeting



SANTA ANA
COLLEGE

Santa Ana College
Mission statement

Tuesday, March 22, 2022 • 1:30-3:30 p.m.

Santa Ana College inspires, transforms, and empowers a diverse community of learners.

Meeting Location:

Join with Zoom

<https://cccconfer.zoom.us/j/99925560227>

Join by phone

(669) 900-6833

PIN: 96143047099#

ATTENDANCE:

<u>Adriana Ramirez</u>	<u>James Rudd</u>
<u>Alejandro Moreno</u>	<u>Janet Cruz-Teposte</u>
<u>Ali Kowsari</u>	<u>Jeff Lamb</u>
<u>Alyssa (ASL Interpreter)</u>	<u>Jennie Beltrán</u>
<u>Amberly Chamberlain</u>	<u>Jennifer Meloni</u>
<u>Andrew Barrios</u>	<u>Jim Isbell</u>
<u>Ann Cass</u>	<u>Jodi Coffman</u>
<u>Annebelle Nery</u>	<u>Kelvin Leeds</u>
<u>Annette Bui</u>	<u>Leo Pastrana</u>
<u>Annie Knight</u>	<u>Louise Janus</u>
<u>ASL Interpreter - Liz</u>	<u>Maria Aguilar Beltran</u>
<u>Brian Sos</u>	<u>Marty (James Rudd)</u>
<u>Chantal Lamourelle</u>	<u>Matthew Bittner</u>
<u>Cherylee Kushida</u>	<u>Michael Taylor</u>
<u>Christina Axtell</u>	<u>Molly Colunga</u>
<u>Claire Coyne</u>	<u>Monica Zarske</u>
<u>Dawn McKenna-Sallade</u>	<u>Nicole Patch</u>
<u>Dr. Merari Weber</u>	<u>Pilar Traslavina</u>
<u>Dr. Walter C. Jones</u>	<u>Reyna Cummings</u>
<u>Fernando Ortiz</u>	<u>Reza Mirbeik</u>
<u>Gabriel Shweiri</u>	<u>Rick Corp</u>
<u>Heather Arazi</u>	<u>Roy</u>

10+1

(1) Curriculum including establishing prerequisites and placing courses within disciplines; (2) Degree and certificate requirements; (3) Grading policies; (4) Educational program development; (5) Standards or policies regarding student preparation and success; (6) District and college governance structures, as related to faculty roles; (7) Faculty roles and involvement in accreditation processes, including self-study and annual reports; (8) Policies for faculty professional development activities; (9) Processes for program review; (10) Processes for institutional planning and budget development; (11) Other academic and professional matters as mutually agreed upon between the governing board and the academic senate



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<u>Sarah Bennett</u>	<u>Tara Kubicka-Miller</u>
<u>Sarah Mathot</u>	<u>William Nguyen</u>
<u>Stephanie Clark</u>	<u>Zachary Diamond</u>
<u>Susan Hoang</u>	

AGENDA

1. **Call to Order** - Prof. Jim Isbell

Call to order 1:32 p.m.

2. **Approval of Additions or Corrections to Agenda**

No. 9 for call for participation misspelling – fixed!

Professor Coffman's name was misspelled – fixed!

3. **Approval of/or Corrections to Minutes**

Christina Axtell: For official new name for advisory group, add Oxford comma - fixed!

Motion to approve Christina Axtell

S/ Reza

Approved

4. **Public Comments**

Kelvin: I am the representative legislative liaison for state academic senate. One thing going through right now means it's just going to be reviewed before it becomes law is about academic freedom in community colleges. Something that's come up and I know I wear multiple hats with FARSCCD but this is an AS issue. They're changing it a bit. Remember we have all the rights listed here:

https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220SR45

Dr. Merari Weber: I'm here to spread some cheer. Thank Reza and Alejandro for doing a fantastic job talking about the bylaws and giving a summary of what's happening here. We're a big school of continuing ed and did a fantastic job

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engaging everyone and talking about what's happening and really centering our students and representing us well so thank you.

5. **Reports**

a. **ASG Report** - Vice President Elizabeth Rocha

Not present (at conference)

b. **SCC Report** – Prof. Tara Kubicka-Miller

No report today but good to see everybody

6. **Community Agreements & Engagement Guidelines**—Intersectionality, Race, and Social Justice Advisory Group *Request for Adoption*

Maria Aguilar Beltran: These community guidelines are part of the Kathy Obear training, administrators and classified are taking. There were requests to revise it so we edited it a bit. Also wanted to have our educational institutional and effectiveness committees on it.

Why we need to have engagement guidelines: communities are built through trust and commitment, we are doing the best we can, and we don't know all there is to know. Just because you are doesn't mean you understand, that oppression is pervasive, it's not our fault but we must accept responsibility to create change.

Seek first to understand then to be understood. Practice forgiveness. Self-work, healing and self love, acknowledge and appreciate progress, orgs do grow and change, we're better together and deeply connected soul to soul.

Now, I'm going to go over how we might want to consider engaging with each other in any space we're in:

[SEE OFFICIAL MEETING MATERIALS FOR FULL GUIDELINES]

Strive to be open and honest. Participate Fully (expect discomfort). Speak from your personal experience. Listen respectfully, seek to understand and expect disagreement. Share airtime, move in and move out. Be fully present. Be open to new perspectives. Explore and take responsibility. Expect people to learn and grow. Take risks and lean into discomfort. Respect and maintain confidentiality. Describe

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what you see happening. Recognize your triggers and share. Trust that. Engage and embrace this opportunity.

Developed by Jamie Washington. We can always add and expand. We thought for your consideration this would be a great tool for us to communicate with each other, especially with the uncomfortable convos that need to occur. That's what the advisory group is recommending. Thought we'd share this before going over the bylaws again.

Jim: Do you want us to consider this a first read?

Maria: We thought we could at least consider this and you can give us recommendations as an official first read, second read, what the senators want to do.

Alejandro: I would suggest making a motion to accept these as they are now to implement and drive us forward.

Ali: Make a motion to approve?

Jim: Have no problem as long as it's following proper process.

Christina: This is something we can listen to at the beginning of semester to remind ourselves of it. To be clear, these are suggestions. I don't want to say no teeth to it but we all personally agree to live by this law if you will?

Jim: I don't think we've had a safe space to say when I'm feeling triggered or something.

Christina: Might be nice to fall back on this. Remember part of this is not our fault.

Jodi: It could be a guidelines.

Alejandro: As far as the parliamentary process, we can have it as one of our guidelines as an entity we follow and use at times we might be getting ahead of ourselves. Have a good discussion then give that opportunity to adopt these as AS.

Jim: If there's no other discussion about it there is a motion on the floor.

Alejandro: second that motion

Motion passes by consensus

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7. **Bylaws Updates** - Prof. Stephanie Clark *Final Read*

a. Amendments #1-12

There are a number of amendments provided and recommended by other faculty. Then someone would motion to pass on the bylaws document.

Susan: We discussed maybe we need to go through the amendments 1 by 1. Go through them and someone will motion for amendment and there will be a 2nd. It's a long process and it will make it consistent on the amendments. If no one motions to take up the amendment

I will present the amendment. There may be a motion. There may be a second, which would open discussion. At which time we decide the discussion ends then we vote on the amendment.

Sarah Bennett: I will only take a roll call vote if it's not unanimous

Roy: Maria could you review what we sent out?

Maria: There were bylaws and There were sections we didn't touch. FAQ questions we kept getting over again. If you need to reference any of these things as we discuss, those were the 3 things sent out.

Amendment #1: Remove "Officers of the Senate shall only hold a single"

Susan: Move to adopt A1

Reza: second that

Gabe Schweiri: So if this gets approved, it assumed everything else listed out in this paragraph is approved such as VP Culture and Engagement?

Susan: We're going 1 by 1 this doesn't affect every portion There are other amendments will discuss that. We're only discussing that specific line about whether or not someone can hold multiple positions within the senate.

Gabe: I'm assuming this is affected by other parts of the bylaws. If someone is approved and not another, is there a reconciliation of the process?

Susan: This doesn't affect other ones because it's the only mention of this in the doc



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Roy: We could use that specific vote as overriding specific occurrences in the overall bylaws.

Molly: I have the bylaws on a separate page and there's so many Amendments. Where is this in the actual document? He made a comment about this in the larger context and I couldn't find the context.

Stephanie: It's within solicitation guidelines. That's the item we're discussing.

Andrew Barrios: It's on Page 7

Sarah: Would it be helpful to share both windows at the same time?

Stephanie: Trying to not inundate people visually. It's simple edits but here I'll share my screen again with both.

Susan: Does anyone have discussion about the content of the amendment on the floor?

VOTE: all approve

PASSES

Amendment #2: Under meetings, add

Alejandro: motion to approve

Christina: second motion

Susan: Page 13

Brian Sos: Does this person become part of executive team? Parliamentarian would need to know agenda, no?

Stephanie: As proposed here it would be an advisory role.

Jim: So no LHE?

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Susan: That would be up to the senate. We didn't touch any LHE questions. As written, it can be anybody who's appointed. Pro development training o familiarize with Brown act and Robert's Rules and Community Engagement Guidelines.

Jennifer Meloni: How has this role been fulfilled in the past and why does it need to be changed? Should we have one of the executive team member filling this role?

Jim: Does seem like this job would deserve release time. Anyone can answer this?

Roy: This suggestion came as a brief suggestion from faculty to taskforce and taskforce took a stab at the suggested language. Former senate presidents who can fill this kind of role. Secretaries have done that job for a few years. People who go to state academic senate and going require a little more, but not in a prescribed role. Do we want to have informal institutional knowledge or more formal role? Up to senate. The decision we make today is not the end decision. The bylaws are to be looked at every year and we decide we need a parliamentarian or we have one.

Stephanie: Christina requested a parliamentarian so do you want to speak?

Christina: I'll let Ali go first since his hand was up first.

Ali: This is a great position to have. No problem adding it. Finding a person with this much knowledge or person who gains this much knowledge, not an executive position, or advisor position that's valuable. The question is if we find a person like this we should keep them around. Hard every year because this comes with experience. If we appoint person like this, should they be around for a couple of terms instead of doing it annually and getting fresh person who has to relearn the whole thing?

Christina: I suggested it I didn't know it was a thing until advisers meeting they had a huge meeting and had a person who was like a referee. Making motions, someone will ask a question do we vote now? I realize myself I don't know Robert's rules. In my mind it was a referee when we have questions. That said, it does sound like a lot of work and would be a lot to ask of somebody not getting anything in return.

Sarah: Is there a reason this is a separate position and not incorporated into the historian or VP role?

Stephanie: Technically constitution states we follow Robert's Rules but if we investigated we maybe not follow. In research I conducted into parliamentarians it's



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always an advisory position. Never someone facilitating the meeting. As I started perusing Senates it was always there to support the meeting facilitator. A long list of who they would be advising. Perhaps discussions around training would be a recommendation Senate would make. Instead of a singular advisory role, it's professional development training naturally occurring across units.

Michael Taylor: Parliamentarian would be a neutral party that rules on the procedures. Parliamentarian would be the person we can go to, someone who doesn't have skin in the game, not have skin in the game. See them as an advisory person. Not someone serving and having an agenda so not part of the executive team.

EDIT TO AMENDMENT FROM JENNIE BELTRAN:

A2. First paragraph. Suggested edit: change he/her in the first paragraph to their or change it to be he/her/their.

Love this parliamentarian add-on. It will be so helpful to have someone who is an expert in this.

Susan: Motion to approve change amendment to more inclusive pronouns.

Jim: Concerned without stating LHE in here

Alejandro: It's never going to be discussed whether they have LHE or not. We can work through and amend this. I would say if we don't have it we're never going to discuss it.

Andrew: I second Susan's motion

Christina: If we adopt this doesn't mean we have to have this person. It gives us the option to talk about it and consider it in the future. It just becomes an idea we could develop.

Jennie: Because this is a voluntary position would it be possible for the person chooses to do this professional development credit vs. LHE.

Jennifer Meloni: Could this parliamentarian role serve across campus? Or is this Senate-specific? Seems like it could be a role that multiple committees on campus would benefit from... PD opportunity

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Andrew: It's senate specific. It does say Senate and procedural questions anyone who needs advice on these procedures.

Stephanie: If it were adopted today and no one does it, it would fall to VP of Culture and Engagement. Not an additional person. We still need to vote on the friendly amendment to change pronouns.

Don't think we need separate motions.

Alejandro: Motion to approve this A2 Amend and make motion to approve A2 with suggested corrections.

Vote: All approve

PASSES

A3: Replacing VP of Culture and Engagement and Treasurer

Alejandro: Motion to approve as is

Christina S/

Amberly: By voting for this as we voting for no president position?

Stephanie: No

Susan: In the FAQ there is a discussion about why they're named the way they are

VOTE: 10 no/7 yes

FAILS

Christina: Now we have VPs?

Stephanie: Yes

A4: under Duties for officers, change the following

10+1

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Stephanie: I know it's a lot proposed changes within duties. Pages 3 and 4 in document. If there are no motions then the amendment doesn't open up for discussion.

Christina move to approve

Michael Taylor s/

VOTE: 9 ayes

PASSES

A5: Historian term limit, replace with 2 consecutive terms

Kelvin motion to approve

Alejandro s/

VOTE: 12 ayes

PASSES

A6: Adjunct faculty at large

Micahel Taylor motion to approve

Reza s/

VOTE: 15 yes 1 no

PASSES

A7: Under shared leadership

Michael motion to approve:

Annette s/

10+1

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VOTE: 7 yes 6 nos

PASSES

A8: Under dues, delete the first sentence about the yearly fee

Christina: move to consider

Roy: Second

Christina: The sentence was already there. If we remove it, does that mean faculty would not be asked? It will remove the sentence from the bylaws.

Roy: Sentence talks about annual dues. Person who proposed this said the terminology changed. Delete the one about the fees and leave the one about the dues.

VOTE: 15 yeses

PASSES

A9: Split sentence to include: personal attacks shall be grounds for removal

Alejandro: motion to approve

Andrew: s/

Christina: If approved, it strikes this sentence, which says “Shall avoid personal attacks”

Susan: Meetings is ambiguous. I would assume person running the meeting. Parliamentarian?

Jim: Looking towards having more civility in our meetings.

Alejandro: even with discussions, who determines neutral person who can bring in the two parties. Neutral party brings in and then determines.

10+1

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Christina: If we approve it, it changes to “grounds for removal.” If not approved, it goes back to “shall avoid personal attacks.”

Stephanie: Meeting conduct language from bylaws is very similar to what we currently have.

VOTE: 10 YES 8 NO

PASSES

A10: Make corrections to the division list

Move to approve, andrew

Alejandro s/

Vote knowing department list will reflect accuracy

VOTE: 14 ayes

PASSES

All: Grammatical corrections

Trust us if this gets approved, trust us to make those changes

Christina motion

Alejandro s/

VOTE: 17 ayes

PASSES

A12: Under duties of office of president, Add “to preside over faculty prioritization process”

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Andrew: move to approve

Susan s/

Vote: 18 ayes

PASSES

Vote to adopting Bylaw Revisions with Amendments as approved today

Alejandro motion to adopt bylaws revisions with recent and current amendments

Susan: Second

VOTE: 15 yes 1 NO

PASSES

8. OER Resolution - Prof. Annie Knight and Jodi Coffman *First Reading*

Jodi Coffman reading.

Jim: Can we move to approve this before we discuss?

Susan: Move to approve the resolution

Annette: Second

Annie Knight: We're seeing increasing state funding support, especially for ZTC coming on the pipeline and when these larger initiatives come down, faculty at other colleges may be submitting for these grants, it helps to have establishment of resolution from AS and board so this is another reason why we're here to present this resolution. Thank you Kelvin for letting me go.

Kelvin: I am in support of OER. I use it in several classes. But this has been a topic of much discussion in my department and I'm not 100% sure where my department stands on this issue so before I vote on it, I'd like to talk to my department about it.

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Jim: I thought we could approve it but we could make this the first reading and approve at second reading.

Cherylee: State has allocated \$150m towards OER and they want to have an AS resolution and board policies because those colleges will have a better chance of our fair share of those monies. I want to mention that. Part of the reason it's coming up now with some urgency.

Christina: I have a general comment not about OER which as Kelvin mentioned is in theory we support it but logistics is another story. I wanted to point out because I did a resolution recently it said you can't have more than 4 whereas statements. I don't know if it will cause problems with it being formal. I have the guidelines from when I did that last semester. In general if this passes, what happens? How does it affect individual departments?

Jodi: To Kelvin's point we're not taking anything away, it's to add too and provide more resources for students and for us to help professors as well and add resources and we'll follow up with you to help with English 101. Idea is to put us in a place for the \$115m so SAC will receive funds. First step is to have a resolution in 2016 but we needed it to be updated that AS is behind anyone who wants to use these resources on behalf of students. Not to take away academic freedom of anyone who doesn't want this. We're just trying to get the word out there and make sure we have what it is we need for anyone who wants to use it.

Jim: Are we following process when administration comes to us and says something is an emergency. We can waive the second reading if we wish. Are we falling into slippery slope of not allowing other colleagues to see this as well. I don't see any reason why we couldn't but are we following process?

Susan: Vote to waive second reading

Annette: s/

VOTE: 17 ayes

PASSES

Alejandro: motion to approve

Michael Taylor s/

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VOTE: Passes with 16 votes

9. **Call for Participation on Program Reorg Process Taskforce** - Prof. Clair Coyne

Added my CIC report to the chat. As far as call for participation, calls with exec teams in response to a resolution passed last semester there will be a task force joint efforts faculty and admin processes for dept. Reorg as we have nothing in writing. Good opportunity to do such a thing. If you're interested, let me know.

10. **ASCCC Resolutions** - Prof. Jim Isbell *Informational*

I sat in an Area B meeting where we talked about resolutions. There's a plenary session coming up and I paid my \$499 that I hope I can get reimbursed.

<https://www.asccc.org/events/april-7-2022-900am/2022-spring-plenary-session-hybrid-event>

Native American Studies and Asian American Studies two new disciplines approved.

Any questions about plenary and about attending. I think it's important to go. It's in Burbank but I'm going to attend virtually.

11. **Reports:**

- a. **President** – Prof. Jim Isbell

LGBTQ2+ summit on April 1. We have a list of folks who received tenure. Congrats to Andrew, Carlos, Michelle, Adam, Arjun, Quynh, Chantal [sorry don't have the whole list for meeting minutes] – Congrats!

- b. **Secretary/Treasurer** - Prof. Sarah Bennett

- i. Meeting emails and links

- c. **Curriculum** – Prof. Claire Coyne

Report is in the chat

- d. **Planning & Budget** – Dr. William Nguyen

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I put my report in the chat as well. Includes how much we're getting from FTES.

- e. **Facilities** – Prof. James (Marty) Rudd

Not present

- f. **Faculty Professional Development** – Prof. Amberly Chamberlain

It's midpoint of semester so I will be processing reports for Deans about flex credit. Presenters and chairs for PD week make sure you go in and add presenter credit. Add up hours to the transcript. 2x1 formula.

- g. **SACTAC** – Prof. Luis Pedroza

Not present

- h. **Intersectionality, Race, and Social Justice Advisory Group** - Prof. Maria Aguilar Beltran

Presented earlier

- i. **Equity and Guided Pathways** – Prof. Maria Aguilar Beltran & Prof. Stephanie Clark

Updates are in the chat

Watch the video a lot of changes are coming as we embrace the equity 2.0 plan

- j. **Distance Education**- Prof. Cherylee Kushida
 - i. DE Strategic Plan (2022-2024)
 - ii. Students are saying they're preferring online. Of course they need classroom also. Hyflex courses is something we're doing now where student can elect to go to a classroom or virtual zoom. Hyflex is a model that can include at some colleges an asynchronous modality. The way of the future is driven by student registration. Students are choosing the modality they want. Some colleges are letting students decide.
- k. **Outcomes/Assessment** – Dr. Jarek Janio

10+1

(1) Curriculum including establishing prerequisites and placing courses within disciplines; (2) Degree and certificate requirements; (3) Grading policies; (4) Educational program development; (5) Standards or policies regarding student preparation and success; (6) District and college governance structures, as related to faculty roles; (7) Faculty roles and involvement in accreditation processes, including self-study and annual reports; (8) Policies for faculty professional development activities; (9) Processes for program review; (10) Processes for institutional planning and budget development; (11) Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

Santa Ana College Academic Senate Business Meeting



SANTA ANA
COLLEGE

Santa Ana College
Mission statement

Tuesday, March 22, 2022 • 1:30-3:30 p.m.

Santa Ana College inspires, transforms, and empowers a diverse community of learners.

Not present

12. Announcements

Bachelor's Degree meetings are happening. People want more information.

13. Adjournment

Meeting adjourned 3:27 p.m.

Next Academic Senate Business Meeting:

Tuesday, April 12, 2022 from 1:30-3:30 p.m.

DRAFT

10+1

(1) Curriculum including establishing prerequisites and placing courses within disciplines; (2) Degree and certificate requirements; (3) Grading policies; (4) Educational program development; (5) Standards or policies regarding student preparation and success; (6) District and college governance structures, as related to faculty roles; (7) Faculty roles and involvement in accreditation processes, including self-study and annual reports; (8) Policies for faculty professional development activities; (9) Processes for program review; (10) Processes for institutional planning and budget development; (11) Other academic and professional matters as mutually agreed upon between the governing board and the academic senate