



## Santa Ana College Academic Senate Business Meeting

Tuesday, March 28, 2023 • 1:30-3:30pm

### Meeting Location:

A-210

### Attendance:

*Senators* – Christina Axtell, Steve Bautista, Jennie Beltran, Matt Bittner, Ann Cass, Amberly Chamberlain, Rick Corp, Ben Hager, Tiffany Heremans, Louise Janus, Annie Knight, Ali Kowsari, Jaime Lopez-Garcia, Flo Luppiani, Jennifer McAdam, Jennifer Meloni, Reza Mirbeik, Alejandro Moreno, Tim Murphy, Nicole Patch  
*Executive Team* – Claire Coyne, James Isbell, Jorge Lopez, Roy Sahbazian  
*Guests* – Andrew Barrios, Jeff Lamb, Kelvin Leeds, Tara Kubicka-Miller, Daniel Martinez, Francisco Ramos

### Santa Ana College Mission Statement:

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

### AGENDA

1. **Call to Order** - Prof. Jim Isbell @ 1:35pm
2. **Approval of Additions or Corrections to Agenda**
  1. Adjustments: Movement of ACCJC Accreditation Practices second read to next meeting
  2. Moved – Louise Janus; Second – Ben Hager; Carried
3. **Approval of/or Corrections to Minutes**
  1. Corrections: Tim Murphy showing as a Senator and not as a guest for Spring meetings
  2. Moved – Ali Kowsari; Second – Steve Bautista; Carried
4. **Public Comments**
  1. Christina Axtell announced that the “Helping Women Thrive Period” event on March 30, are still seeking donations in ways of money, gift cards and/or products.
    - Kathy Walczak in the Learning Center is in need of peer tutors. Tutors must have a “B” or better and recommendation from faculty. Particularly, need tutors in Math, EMT, Sciences, Astronomy, Psychology, & Ethnic Studies. It pays \$15/hr.
  2. Steve Bautista spoke about the “Ring the Bell Campaign.”
  3. Amberly Chamberlain spoke about the need for emergency sub hires for classified support, and in general, when a course must have a sub; that the Theatre production almost had to be cancelled due to Phillips Hall classifieds being out and faculty having to do the extra work to make sure the production could take place and the SLOs be completed for the course.
  4. Jennie Beltran stated her disappointment with the AS President’s comments at Board meetings, that they are not reflecting the faculty’s sentiments, as a whole.
5. **Reports**
  1. **ASG Report** – Vice President Francisco Ramos
    - (Report was given after the Action Items.)
    - ASG positions are now open until 4/10; see calendar for upcoming events
  2. **SCC Report** – Prof. Tara Kubicka-Miller
    - Initially, SCC was informed by District that because SAC no longer wanted NameCoach, it would be SCC’s responsibility to find the funding. However, the subscription was going to end before SCC could put in a funding request. Later, SCC learned SAC DE does want to keep NameCoach, but a SAC VP advised Jesse at District to discontinue the Canvas app without consulting with either DE

committees first. Due to there being no DE Coordinator, faculty voice is getting silenced on DE items. The next DE meeting will take place on April 19<sup>th</sup> at 8:30 via zoom; people can get the zoom link from [Annie Knight](#).

- SCC also had a ChatGPT presentation.

## 6. Action Item

### 1. **AB928 Life-long Learning Resolution** – First Read

- Let it be noted that the language was taken from Contra Costa College's template.
- Claire Coyne moved to wait to approve it until SCC could review and suggested that the Senates put it forward jointly.
- Jorge Lopez brought up, what happens if SCC doesn't approve/agree? Does that mean SAC can't approve it, or has to wait for their Senate's timeline?
- Flo thanked the senate for support & suggested SAC not waiting for SCC's feedback and approval.
- Louise Janus Asked if SAC could give SCC a deadline.
- The discussion turned into more of a general one about all resolutions. Tara Kubicka-Miller stated that maybe a joint resolution is only necessary depending on the nature of the resolution; but then, it was further questioned as to how to determine when one should be joint and the valuable time it might take to determine this.
- Steve Bautista expressed concern that if we wait, the resolution will be past at the plenary before we can pass our own; there has been discussion about changing Title V, affecting Plan A.
- It was decided to move forward with the discussion and then send the resolution to SCC for their feedback. If SCC has language to add or change after, and if once the resolution passes, SAC could always amend theirs. Due date for feedback is Thursday, March 30, 2023.
  - Moved to discuss – Flo Luppiani; Second – Steve Bautista; Carried

### 2. **Timely Hiring Resolution** – First Read

- Moved to discuss – Ben Hager; Second – Ali Kowsari
- Ben asked if the resolution should include classified subs; Christina Axtell stated that it could hinder the clarity of the resolution so suggested it be kept separate.
- A statement was made that it seems like admin has no problem getting hired in a timely manner or when someone of significance wants someone hired quickly.
- Kelvin Leeds stated deans have voiced that full-time faculty are required to sub for adjuncts who have not been processed yet.
- Jennifer Meloni stated there are more systemic issues, one including new hires not being able to locate the appropriate individual to talk to at HR, due to that rapid turnover; there are more needs that are not being met at HR.
- Amberly Chamberlain added that part-timers falling out of/being removed from the system after two years is causing more issues and unnecessary delays for rehires; she also added, in reference to her public comment, that there is currently no way emergency subs.
- Jennie Beltran commented that HR should be being evaluated like faculty are required to be; sensitive items are being lost; HR needs a generic email that can go to whomever takes over for a position, due to turnover being so great, so that timeliness and efficiency can improve.
- Tara Kubicka-Miller spoke of concern that the integrity of the resolution was becoming diluted and that there might need to be several to address different HR topics; she proposes that SAC definitely do this resolution jointly with SCC.
- Amberly Chamberlain added that timely updates of processing status for new hires needs to occur as well; she suggested that Senate Exec Team gathers these comments and helps to determine what other similar resolutions might also be

needed; since we are in the middle of a semester, we have more time to gather feedback and coordinate with SCC; any feedback should be emailed to [Amberly Chamberlain](#).

3. **ACCJC Accreditation Practices** – Second Read & Vote
  - Wasn't ready to be presented; moved to next meeting.
4. **Prioritizing Joint Senate Retreat Topics Board Items/Concerns** – Discussion
  - Jennie Beltran asked what's the goal for the topics.
  - Jim Isbell responded that it is to take concerns to the board.
  - Claire stated that, right now, it's more about what do we want the process to be; do we follow SCC or create our own top priorities; which direction should we go in? Resolutions have come out of this already.
  - Alejandro Moreno motioned to have the Senate Exec Team go through and respond to each topic from the retreat, report back at the next meeting, and then determine what actions are needed from there. Annie seconded the motion and it was carried.

## 7. **Informational Presentations**

1. **Data Presentation** – Daniel Martinez
  - See presentation.
  - Some points made were that SAC isn't meeting the 20% increase that we were supposed to; SAC did have a huge jump at one point that there's no justification for – the college auto-awarded certificates (approx. a jump from 2000 to 10,000.) There was no code for the ones awarded, so they don't know where they came from. This is being researched.
    - Jennifer Meloni spoke to a large jump in non-descriptive certificates totals happening in her department as well.
2. Jeff Lamb commented on the importance of changing certificates from proficiency to achievement so that they are all transcribed for students.
3. Amberly Chamberlain suggested to Chairs to check the coding for their programs' certificates, as her department had an issue with the codes being incorrect and thus, crediting was going to the wrong department.
4. Ali Kowsari added to make sure certificates will articulate to local businesses and to have those discussions within the market of employment the certificate relates to; SAC needs better marketing of their certificates.
5. Dr. Martinez ended his presentation prematurely, asking if he could return and break the whole presentation down into have several different chunks over the semester; it's too much for one meeting. He would like to return, particularly to present the Field of Study.
  - Jennie Beltran recommended that several workshops be offered during PD week; perhaps a series where faculty could come and ask specific questions related to each research topic.

## 8. **Informational Reports**

1. **President** – Prof. Jim Isbell
  - Recommended attended the Guided Pathways Conference this year, to take place in Coronado. Date TBD.
  - Reminded faculty to be cognizant of the trauma our students are experiencing with recent events.
2. **Historian** – Prof. Amberly Chamberlain
  - Distinguished Faculty: Claire Coyne will speak on April 25 & Kristen Robinson on April 27, both at 4:00pm with a reception following in the C (Arts) Building, to be catered by the Culinary Department students for at least one of the speaking engagements; an outside vendor will be used for the other; total estimate for refreshments will be around \$800.

- Awards for Excellence will be held on May 22 at 1:00pm; AFE needs volunteers to help select winners. Contact [Louise Janus](#).
3. **Curriculum** – Prof. Claire Coyne
    - Language is affecting students getting their credits.
    - Next meeting will be at CEC on April 24, April 10 at the DMC.
  4. **Faculty Professional Development** – Prof. Amberly Chamberlain
    - Asked about participants for the Senate Plenary and Jeff Lamb offered for to support the costs for it, as well as the Faculty Leadership Institute in June. Send all inquiries to [Cristina Miranda](#). See details in Highlighted PD opportunities at the end of this document.
    - First two presentations for the Speaker Series will take place in April and May:
      - Moving Forward: Supporting Next Level Work & Learning with Yvette Nunez on April 21 at 1:00pm
      - Optimal Performance Training with Michelle Adams on May 5 at 12:00pm
    - PD meeting tomorrow (3/39/23), so will have more to report at the next meeting.
  5. **Planning & Budget** – Prof. Jorge Lopez
    - No report at this time.
  6. **Facilities and Safety** – Prof. Jason Huskey
    - See QR codes document; RAVE Guardian has replaced LiveSafe; they are working on updating the AR
  7. **Equity/Guided Pathways** – Prof. Chantal Lamourelle
    - Not present to give report.
  8. **Intersectionality, Race, and Social Justice Advisory Group** – Prof. Annie Knight
    - Next meeting will be on 4/12 from 3:00-4:00; email [Annie Knight](#) for information and link.
  9. **Faculty Leadership & Engagement Workgroup** – Prof. Jennie Beltran
    - Emails have been sent to President nominees
      - So far, the following total nominations have been made:
        - President – 16 noms for 9 people (now closed)
        - VP of CE – 14 noms for 9 people
        - VP of CO – 12 noms for 10 people
        - Historian – 9 noms for 7 people
    - **President Election Timeline:**
      - Finalize President Nominee Verification Forms & Update Voter Information Guide: March 29-30
      - President Elections & Collect Ballots: March 31-April 14
    - **VP & Historian Election Timeline:**
      - Collect VP & Historian Nominations: March 6-April 18
      - Finalize VP & Historian Nominee Verification Forms & Update Voter Information Guide: April 19-20
      - VP & Historian Elections: April 21-28
    - Election Voter Guide coming soon!
      - Rebecca Ortiz complimented the process and recommended doing something similar for senators.
      - Departments should start this process for their senators soon.
    - Email [Jennie Beltran](#) for support or clarification.
  10. **Distance Education** – Representative or Dr. Marvin Gabut
    - Not present to give report.
  11. **Human Resource Committee** – Prof. John Zarske
    - Not present to give report.

12. **Other: Outcomes/Assessment** – Representative  
SACTAC – Representative

- No one present to give reports.

9. **Announcements**

1. Roy Shahbazian encouraged faculty/Senators to attend the Plenary
2. Theatre performance of King Richard III running from March 30 – April 2, 2023

10. **Adjournment @ 3:38pm**

*Next Academic Senate Business Meeting:* Tuesday, April 11, 2023 from 1:30-3:30pm

***Highlighted Senate-Related Professional Development Opportunities:***

- **ASCCC 2023 Spring Plenary Session** | April 20-22, 2023 | <https://asccc.org/events/2023-spring-plenary-session>
- **2023 Faculty Leadership Institute** | June 14-17, 2023 | <https://asccc.org/events/2023-faculty-leadership-institute>
- **See full list of external professional development opportunities:**  
[https://docs.google.com/document/d/1fdmj9sAQIRN9m\\_wBk3R8QYbB9gAgCVyV3C6xaLE6IHo/edit?usp=sharing](https://docs.google.com/document/d/1fdmj9sAQIRN9m_wBk3R8QYbB9gAgCVyV3C6xaLE6IHo/edit?usp=sharing)

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