



SANTA ANA COLLEGE

Academic Senate

Business Meeting Agenda

Tuesday, August 22, 2023 ~ 1:30pm – 3:30pm

Location: Johnson Center 219

Attendance: Alejandro Moreno, Ann Cass, Annie Knight, Arjun Nair, Christina Axtell, Darren Hostetter, Flo Luppiani, Gabe Shweiri, Helen Serrano, Jaime Lopez-Garcia, Jennifer McAdam, Jessica Padilla, Justin Tolentino, Kim Smith, Kyle Bradley, Maria Davia, Mario Robertson, Michelle Vasquez, Reza Mirbeik, Sara Kelley, Stacy Russo, Steve Bautista, Tiffany Heremans, Julia Guerrero, Anaely Guadarrama, Chi-Chung Keung, Leo Pastrana, Anthony Macias, Karen Bravo, Jason Huskey, Jaki King, Jorge Lopez, Sara Butler, Claire Coyne, Amberly Chamberlain, Merari Weber, Madeline Grant, Andrew Barrios

Preliminaries

- 1) Call to Order – 1:32 pm
- 2) Approval of Agenda
1st Gabe Shweiri – motion to approve 8/22/23 agenda
2nd Christina Axtell
Approved unanimously
- 3) Land Acknowledgement
- 4) Public Comments – Limited to 3 minutes per person and 10 minutes total
Leo Pastrana – read a statement regarding the University Transfer Center not being consulted about new transfer-related initiatives with new institutions (full statement available on SAC Senate website)
Annie Knight – please fill out the reserved form through the faculty website for items that need to be reserved
Flo Luppiani – has concerns about People & Culture reviewing equivalencies during the hiring process and would like to address this topic in future meetings
Christina Axtell – noticed typos & grammar issues on emails representing the college
Amberly Chamberlain – some full-time and part-time faculty are still missing from the gateway and can't earn flex credit or find workshops
Steve Bautista – addressed the email sent out late Sunday evening regarding the weather event that could have affected Monday classes. Would like to the college be more proactive in those emergency situations.
- 5) Approval of Minutes from May 23, Business Meeting
1st Gabe Shweiri - made motion to table approval of minutes & request approval for the next meeting
2nd Merari Weber
Approved unanimously
- 6) Introduction of Guests (if any)
Claire Coyne introduced guests to the senate:
Zeke Hernandez – member of Board of Trustee of RSSCD
Chi-Chung Keung – District Chief Communication Officer
Kristi Blackburn – Dean of Fine & Performing Arts
Sara Butler – Academic Affairs
Anaely Guadarrama - ASG VP
Julia Guerrero – Senator of Social Services
Christopher Fesler – Inter-Club Council Secretary
Hop Nguyen - Thrive Center

Special Reports

- 1) SAC ASG Anaely Guadarrama
Welcome Week today and tomorrow from 11 am – 1pm. ASG has positions open in multiple branches
- 2) SCC Academic Senate* Mike Taylor
Claire Coyne - SCC did not meeting this week but will have their first meeting next week. Their meetings are the 1st, 3rd, and 5th Tuesday of month at 1:30 pm

Old Business – Action Items

- 1) Participatory Governance Handbook (Second Reading) Kim Smith



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Updating process through the IE&A Committee that included Senate committees information as well as adding the Intersectionality, Race, and Social Justice (IRSJ) Advisory Group

1st Kim Smith motion to approve Participatory Governance Handbook as it stands

2nd – Reza Mirbeik

Amberly Chamberlain – mentions Management Subcommittee has not been added yet

Approved unanimously

2) Resolution for Accessible Process for Requesting Senate

Agenda Items (Second Reading)

Annie Knight & Steve Bautista

1st Steve Bautista – move to approve the resolution

2nd Reza Mirbeik

Steve Bautista - Would like the with IRSJ committee to consult with executive committee to develop an equitable process in requesting Senate agenda items

Claire Coyne – developed Agenda Item Request Form in the meantime before having more detailed discussion with the IRSJ committee

Alenjandro Moreno – likes resolution and suggests to putting the process it in the bylaws once it is developed

Approved unanimously

Annie Knight – clarifying the recommendation of the AS President

Claire Coyne - asks IRSJ to contact AS to schedule a meeting

Old Business – Information

1) Guided Pathways 2.0 Plan Updates

Chantal Lamourelle

1st Claire Coyne – motion to present as AS President and any questions would be presented to the team at a later date

2nd Amberly Chamberlain

Approved unanimously

Claire Coyne – presented Guided Pathways 2.0 Plans, which included important dates for submitting report and committee structures

2nd reading at September meeting, October 1st extended due date to submit report

SAC was the only college that asked for an extension

-Steering committee – memberships, charge

Merari Weber – are there parttime faculty on the Steering committee

Claire Coyne – No parttime representative, but will forward that comment to the plan authors

Madeline Grant – is department chair per cap the faculty lead? Concerned about the amount of work being placed on faculty.

Will the people on the four pillars be the same? Will these groups be making decisions independently of each other?

Claire Coyne – people from four pillars reporting to the Steering committee will be from separate groups

Amberly Chamberlain – Outcomes Assessment Coordinator and GP Faculty coordinator, will they be a part of this team because those position have been removed. Administration plans to bring in someone for Outcomes (possibly classified) and Director of Student Success has had similar responsibilities as GP Faculty Coordinator. How realistic are the goals presented?

New Business (First Readings/Information)

1) Participatory Governance Committee Appointments

Claire Coyne - Not a first reading because don't have all the positions listed, but informational. Discusses positions listed and meeting times. College Council meetings are open meetings and should be publicized. Will be talking about these issues with the President.

2) At-Large Appointments

Claire Coyne - 2 full time and 1 part time positions available

Informational/Discussion Items

1) Thrive Center

Hop Nguyen

Presentation on Thrive center – mission, services, CalFresh Application Assistance (new ways to qualify), emergency housing assistance, emergency aid assistance, hygiene kits, diapers. Looking for volunteers

Helen Serrano - Do we have basic necessities for faculty? Many online students do not know about services. Maybe a video could be produced

Hop Nguyen - Currently resources are for students

Tiffany Heremans - Who prepares food for Kitchen?

Alejandro Moreno – noncredit students may be interested. Could there be a schedule for items? One issue is storing the food

Reza Mirbeik – noncredit students may not know about all the services so would like to coordinate a presentation at CEC.

Hop Nguyen – there were 2 presentations over summer



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2) Parliamentary Procedure

Alejandro Moreno

Presentation on Robert's Rules

Amberly Chamberlain – do we always need a second motion?

Alejandro Moreno - we don't if we are less formal

Claire Coyne – how do we go from public comments to agenda items/discussed later in that meeting?

Alejandro Moreno - a motion needs to be made if it wants to be discussed that meeting. Can also be put on the agenda by the executive team for a future meeting

Amberly Chamberlain – if a motion is made, does the agenda have to be amended?

Alejandro Moreno – No

Ann Cass – When does the motion occur?

Alejandro Moreno - After public comments in a discussion section

Merari Weber – what is the purpose of a public comment?

Alejandro Moreno - to make announcement even if people are not participating in the meeting

Helen Serrano – what are the steps to making a resolution?

Alejandro Moreno - an agenda item for discussion and then a motion to create a resolution

Amberly Chamberlain – open comments are a great place to bring concerns to the executive team

3) Agenda Format

Reports (5 minutes/report)

1.1. Officers

1.1.1. President

Claire Coyne

Satisfied with updates on CCAP Agreements, needs someone in OER/ZTC and a liaison & SCC is the leader in apprenticeships.

Have not meet with President Nery yet, but met with Dr. Lamb twice about curriculum, President Heley (CEC), & Bart Hoffman.

1.1.2. Vice President Culture and Engagement

Amberly Chamberlain

Robert's Rules books are in S building, creating scheduling for chair meeting soon, looking to revise chair handbook, &

A workgroup about Dual Enrollment will be formed about the communication process between faculty, administration, & schools

Adjournment 3:30

1st Kim Smith – motion to extend SAC Academic Senate meeting to conclude the reports

2nd Christina Axtell

Approved unanimously

1.1.3. Vice President Community Operations

Merari Weber

1.1.4. Historian

Andrew Barrios

1.2. Standing Committee Chairs

1.2.1. Curriculum and Instruction Council

Madeline Grant

1st meeting is on Monday 2-4pm in JSC-19 & will be putting workgroups together

1.2.2. Distance Education Advisory Group*

Jaki King

1.2.3. Intersectionality, Race and Social Justice Group

Please reach out to the group if you are interested in joining

1.3. Participatory Governance Co-Chairs

Reporting Committees will vary based on meeting dates and/or a special report

Jason Huskey – facilities report is already up. But make a work order if you have issues. Reports should be made through division office

Amberly Chamberlain – Professional Development meeting – 2nd and 4th Wednesday, can join through website. Building faculty flex for family night. Tuesday and Thursday is when the flex obligation updates

Announcements

Adjournment 3:38 pm

*No Report for this Meeting



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Future Business