



# SANTA ANA COLLEGE

## Academic Senate

### Business Meeting Agenda

Tuesday, September 26, 2023 ~ 1:30pm – 3:30pm

Location: Welcome Center @ Centennial Education Center

*Attendance: Alejandro Moreno, Ann Cass, Arjun Nair, Christina Axtell, Gabriel Shweiri, Justin Tolentino, Kim Smith, Kyle Bradley, Louise Janus, Michael Buechler, Michelle Vasquez, Reza Mirbeik, Sara Kelley, Stacy Russo, Steve Bautista, Tim Murphy, Madeline Grant, Anaely Guadarrama, Amberly Chamberlain, Patricia Tejada, Trudy Naman, Paige Henley, Krystle Taylor, Adrianna Gonzalez, Sergio Perez, Jorge Mora, Carrie Patton, Cheryl Bucholtz-Magallon, Zeke Hernandez, Rondi Johnson, Kristy Blackburn, Krystle Taylor, Maria Estrada, Jaki King, Anthony Macias, Mike Taylor, Sara Butler, Camilo Romero, Kelvin Leeds, Jason Huskey, Karen Bravo, Jennie Beltran, Claire Coyne, Merari Weber, Andrew Barrios*

#### Preliminaries

- 1) Call to Order – 1:33 PM
- 2) Parliamentary Procedure Update  
*Alejandro Moreno – senator must send a proxy if you need to vote. Please email Andrew. Alejandro apologizes if he has to cut you off, but wants to follow times on agenda*
- 3) Approval of Agenda  
*1<sup>st</sup> Louise Janus – motion to approve agenda*  
*2<sup>nd</sup> Steve Bautista*  
*Approved unanimously*
- 4) Land Acknowledgement
- 5) Introduction of Guests (if any)  
*Zeke Hernandez, Rondi Johnson, Kristy Blackburn, Krystle Taylor, Maria Estrada*
- 6) Public Comments – Limited to 3 minutes per person and 10 minutes total  
*Rondi Johnson – 2023 Sustainability Decathlon – collegiate architecture/construction competition with sustainable materials @ OC Fairgrounds. Apprenticeship program @ SAC. Faculty may want to participate*  
*Madeline Grant – special thank you to CEC for hosting the Academic Senate*
- 7) Approval of Minutes
  - a) September 12, 2023  
*1<sup>st</sup> Reza Mirbeik – motion to approve minutes from September 12, 2023 meeting*  
*2<sup>nd</sup> Amberly Chamberlain*  
*Approve unanimously*

#### Reports (30 minutes)

##### 1.1. Officers

- 1.1.1. President Claire Coyne  
*Updates from public comments (transfer centers lack of participation in transfer agreements, Digital Media Center, Campus Safety Alerts) Claire has spoken with Annebelle Nery and Bart. Hoffman. Also, a workgroup is being formed regarding artificial intelligence. College Council meeting should be sent to everyone at SAC. New faculty positions won't be filled until programs are reviewed*
- 1.1.2. Vice President Culture and Engagement Amberly Chamberlain  
*Next Culture & Engagement meeting October 13<sup>th</sup> @ 12:30PM*  
*Sent email to people to work on Faculty Handbook*
- 1.1.3. Vice President Community Operations Merari Weber  
*Presentation on scholarship funds and honorariums for faculty. AS supports 3 scholarships of \$500 each*  
*Distribution of scholarships from 2017 to 2023, but missing years from 2020 to 2023. AS Book fund discovered. Would like to move AS Book fund money into scholarship funds.*  
*Honorariums for faculty – Foundation was only paying 1000 when it should have been 1250*  
*AS is supposed to pay \$250 to adjunct faculty, but did not receive it. Adjunct will receive \$250 from AS*  
*Steve Bautista – scholarships run through Scholarship Office?*



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Merari Weber – yes, but not sure what the abbreviations mean for where the money came from (AS Scholarships Distribution slide)

### 1.1.4. Historian

Andrew Barrios

## 1.2. Standing Committee Chairs

### 1.2.1. Curriculum and Instruction Council

Madeline Grant

*Excited to report we had a full house at our Tech Committee meeting on Monday. Great work was done to prep CORs and programs for CIC so we are hoping to address more of the nitty gritty details in Tech. Always happy to have more eyes in the meeting. Working to connect Meta to Canvas to upload SLO's so we can more easily assess using Canvas. Faculty have been asked to provide input regarding having SLO's locked in Canvas once uploaded. Virtual Study Abroad curriculum has been shared by the International Students program and we will be scheduling a workshop to share this opportunity with faculty should they wish to infuse the content into their courses. CIC has ranked 10 projects and we will be looking to initiate 5-7 workgroups to address these areas. Including Catalog layout, AB 928-CalGETC, Program Mapping, etc*

### 1.2.2. Distance Education Advisory Group

Jaki King

*100<sup>th</sup> course review for quality – hoping to get to 110 by the end of the year. Training to local reviewers about the rubric for quality. Meeting tomorrow ASCCC Distance Education. Very few online courses taught by faculty that are not online trained – reach out to Deans about it*

Amberly Chamberlain – couple faculty thought their courses were quality review but didn't know how to verify. Can we reach out to you?

Jaki King – yes, sometimes discrepancies in names of faculty or course name could affect whether they can find the info. Faculty must be currently teaching the course to view the badge

Justin Tolentino – what is the name of the paper?

Jaki King – Effective and Equitable Online Education: A Faculty Perspective

### 1.2.3. Intersectionality, Race and Social Justice Group

Annie Knight

*Report sent to Academic Senate. Possibly reschedule next meeting because of Planning Summit*

## 1.3. Participatory Governance Co-Chairs

Jason Huskey – Facilities – reviewing AR about campus safety in regards to Title V. Academic senate will review any changes. Sale of the DMC. Received a history presentation on DMC. Outlived its purpose and has structural defects. Programs will be moved out of that building. District project updates – Health & Science building has reached substantial completion. Russel Hall demolition begins in March 2024. Bristol & 17<sup>th</sup> student housing didn't work out at that location so district will not pursue funding. Deferred Maintenance on some buildings

Amberly Chamberlain - reporting for Chantal Lamourelle for SEAP – updates on Guided Pathways Plan, 100 Black Men of America National Conference, NAACP-OC, & Leading from the Middle Academy Session

Amberly Chamberlain – Professional Development - data from PD week. Many interested in AI. PD Week is not always great for EEO. Contacted Alister about having one on Tuesday (Convocation Day). Highlights – formerly incarcerated students, SLO Talks (AI talks), Planning Summit, C&E Hour, Footsteps for Freedom, Creating and Inclusive and Supportive Environment

## Special Reports

### 1) SAC ASG

Anaely Guadarrama

*ASG discussing concerns about facilities – elevators (D building- last update was 2017), machine with scantrons (plan to add more), Handicapped parking, carpet maintenance, body inclusive desks*

Amberly Chamberlain – spoke with Thrive Center – hopefully a space can be added or vending machines for late night/weekend students

Anaely Guadarrama – planning a facilities townhall could be held to discuss concerns

Claire Coyne – any date?

Anaely Guadarrama – not date plan, but discussed yesterday. Still trying to get updates on bus shade on 17<sup>th</sup> Street

Claire Coyne – would like to work on planning the facilities townhall together

### 2) SCC Academic Senate

Mike Taylor



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*Both senates similar on agenda. Looked at Ideazboard from Retreat. Need rankings for faculty priorities by next Wednesday. Discussed Dual Enrollment – what is it? First reading on resolution on optional syllabus template for adjunct faculty*

### Old Business – Action Items

#### Old Business – Information (10 mins)

1) Senate Retreat IdeazBoard

Claire Coyne

*Discussed responses on IdeazBoard – within Prez Report*

*Many faculty have not had the EEO training since 2016. Please let her know if you would like to be on hiring committee. AS is an open meeting (Brown Act) and can restrict anyone's attendance, but can limit when they speak*

*Madeline Grant – good opportunity to speak in meetings to share concerns if hesitant to share directly*

*Kelvin Leeds – if a senator is on Zoom, the public is also open to attend where they are located*

*Jennie Beltran – is that only the host?*

*Claire Coyne – it applies to senators and voting members*

*Claire has no problem sharing concerns with administration. Faculty should be regularly updating Equivalency.*

*Workgroup formed in response to class caps and is working through CIC. Don't want to overwhelm faculty with info from the state but will bring info about state issues*

*Steve Bautista – comment about equivalency – people on committee were not notified about equivalency – need to have timeline so there aren't hold ups in the process*

*Alejandro Moreno – hopefully the timeline will be clear*

2) Safety and Health & Wellness Presentation Feedback

Merari Weber

*With in VO Presentation – comments, questions, feedback for Senate*

3) Faculty Hiring Priorities

Claire Coyne

*Updates on timeline, Jennie Beltran helped building Canvas site. Questions raised during Faculty Hiring Information Session*

*Jennie Beltran – can see if there are written down rules. Doesn't believe current process is transparent or equitable*

4) Dual Enrollment

Claire Coyne

*Updates on a public comment about late adds. Instructors will have to sign off on adding students after the start date. Self-Service, unlike WebAdvisor, doesn't show students who are under the age of 18.*

*Steve Bautista – the email says how old they are?*

*Claire Coyne – the email is from Santa Ana Unified. Self service doesn't have that capability*

*Kelvin Leeds – parents sign a wavier for students that are under the age of 18. What is the liability?*

*Claire Coyne – mandated reporting for Title IX. We must report if they are under the age of 18*

*Jennie Beltran – is batch enrollment just for Dual or Cap students too?*

*Claire Coyne – students can be enrolled in a new section of a course that were on a waitlist.*

*Jennie Beltran – students could be batched enrolled from dual enrollment into cap students*

*Amberly Chamberlain – online only?*

*Claire Coyne – in-person too*

*Christina Axtell – what is the concern if there are put in the course?*

*Claire Coyne – can't speak to specific concerns*

*Gabe Shweiri – department was subject to a mandate of Dual Enrollment. Batch enrollment of high school freshmen and sophomore into a transfer level course with SAC students. Contact between adults in minors. Ongoing weekly discussion of issues*

*Jaki King – is the course already at cap when the batch enrollment happens?*

*Claire Coyne – recommended to Annebelle Nery to create a committee to work on these issues.*

*Madeline Grant – faculty should never give up the right to accept or deny a student after the start date*

### New Business – Action Items

#### Informational Presentations (25 mins)

1) Centennial Education Center Presentations (15 mins)



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Carrie Patton – chair for high school subject. All classrooms here and BL210 at SAC. Biggest and growing presence is DE. A 4-year plan that started in Spring 2020 (3 courses) – 2021 (16 courses), online high school diploma, continuing to grow for students all over the state. Increased in graduates from 2022 to 2023. Continuing discussion on Guided Pathways

Adrianna Gonzalez (ABEGD – only full timer) – GED program has grown, now offering 38 hybrid courses. Students have options based on their needs for completing their GED. Can teach labs in English and Spanish. ABE (Adult Basic Education) – offers reading and writing

Cheryl Bucholtz-Magallon - ESL – enrollment increased to pre-covid numbers, running in-person, fully online, hybrid. Looking to hire part time faculty and staff. Updated SLOs

Sergio Perez – adjunct career education – 25+ certificates, some serve to bridge from noncredit to credit. Cover a wide range of topics. Career Ed. Lab is open to students for technical/computer questions

Alejandro Moreno – counseling – website for CEC. Credit students can take noncredit courses. They are free and don't affect transcript. Send students to counseling and they can find classes for them if they are struggling on the credit side

### 2) DEIA(A)ccessibility & Collaboratively Supporting

Krystle Taylor

Teaching & Learning (10 mins)

Paige Henley – more proactive with students, advertise priority registration, working more with transitional students

Discusses Philosophy & Guiding Principles, Identifying opportunities for collaborations

Krystle Taylor – has the knowledge from both faculty perspective and DSPS perspective. Wants to create an environment that benefits both faculty and students. How can we all work together and learn from each other?

Adrianna Gonzalez – DSPS has been essential to the success of our students

Merari Weber – we will share the questions

Jennie Beltran – appreciates Mark Turner helping with students

Mark Turner – when in doubt please reach out. The earlier you reach out the easier it is to collaborate to help students

Kim Smith – DSPS is awesome, but faculty can help students without having to go through the DSPS office or requiring letters

Michael Buechler – how do you deal with students?

Louise Janus – make sure to connect students with resources and individuals on campus

Mark Turner – can offer many services, but population and needs have changed over time

## Announcements/Upcoming Events

### 1) Vision 2030 Summit: A Focus on Dual Enrollment – Tuesday, October 24<sup>th</sup>

Claire Coyne - Planning Summit 10/13, Board of Trustees meeting, and College Council

## Adjournment – 3:24

1<sup>st</sup> Merari Weber – motion to adjourn

2<sup>nd</sup> Gabe Shweiri

\* Roll Call Vote

\*\* No Report for this Meeting

## Future Business