



SANTA ANA COLLEGE

Academic Senate

Business Meeting Agenda Minutes

Tuesday, November 14, 2023 ~ 1:30pm – 3:30pm

Location: JSC-219

Attendance: Ann Cass, Annie Knight, Arjun Nair, Christina Axtell, Darren Hostetter, Gabriel Shweiri, Helen Serrano, Jessica Padilla, Justin Tolentino, Kim Smith, Kyle Bradley, Louise Janus, Mario Robertson, Michelle Vasquez, Reza Mirbeik, Sara Kelley, Steve Bautista, Tiffany Heremans, Anthony Macias, Jason Huskey, Sara Butler, Jorge Lopez, Anaely Guadarrama, Raven Cantoran, Karen Bravo, Jennie Beltran, Madeline Grant, Andrew Barrios, Merari Weber, Amberly Chamberlain, Claire Coyne

Preliminaries

- 1) Call to Order - 1:33pm
- 2) Parliamentary Procedure Update – *Alejandro Moreno not here*
- 3) Approval of Agenda
 - 1st Christina Axtell – move to approve agenda
 - 2nd Tiffany Heremans
Claire Coyne – update name to auto tech – Automotive Manufacturer TechApprove unanimously
- 4) Land Acknowledgement
- 5) Introduction of Guests (if any)
Sara Butler
- 6) Public Comments – Limited to 3 minutes per person and 10 minutes total
 - Amberly Chamberlain – incident with student two weeks ago, Maxient report submitted, but issue hasn't been resolved, situation is time sensitive
 - Darren Hostetter – thank and recognize facilities and M&O for fixing door in C building
- 7) Approval of Minutes
 - a) October 24, 2023
 - 1st – Reza Mirbeik – move to approve October 24, 2023 minutes
 - 2nd Christina Axtell
 - Merari Weber - Change names listed in the scholarship presentation
 - Justin Tolentino – Add minutes to title of documentApprove unanimously

Reports (45 minutes)

1.1. Officers

1.1.1. President

Claire Coyne

Trying to send out invitations to college council and district meetings. College council and district meetings are open meetings. Annabelle Nery reviewed district planning guide. ITS, HR, & Educational Services were there to share their planning. Steve Bautista – lots of good info shared from the district about a similar planning process to the college. Great to hear what they were thinking and asking questions. Faculty should continue to be involved in that process. Claire - Possibly create resolutions to support and not support requests from the district. People & Culture is asking for money that was allocated to them already

Steve Bautista – more knowledgeable people would be helpful

Claire Coyne – faculty can be a part of the hiring process for district positions

Steve Bautista – it does reflect on the manager of those positions and not all of the managers have a helpful mindset

Claire Coyne – all reviews go through Planning & Organizational Effectiveness Committee (POE). I have to abstain on approving positions because they haven't gone through the correct process. Kristin Robinson is also on the POE

Madeline Grant – are these positions approved and then go through Fiscal Resources Committee (FRC)?

Claire Coyne – they should

Updates on BOT report – no difference between support for bond between SFID and District Wide. Chancellor wants to go for 600 million dollar bond. Office of DEI – Mikayla Brown, on administrative leave, said no about coming back to district. Not sure if position will be dissolved. Maybe colleges will have their own office instead of the district. Board members expressed interested in other board positions.



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Outcomes assessment faculty coordinator is closed but position currently vacant. Police & Campus Safety Committee – Suzanne Freeman, Darren Hostetter, & Alejandro Moreno showed interested, but Alejandro is being put forward. Educational Masterplan Taskforce looking for faculty reps. Faculty Prioritization taskforce survey will be sent out. Complete survey for Plenary. Kristen Robinson is nominated for OC Teacher of the Year and Amberly Chamberlain won the 2023 Awesome Award by the CA Community College Council for professional development

1.1.2. Vice President Culture and Engagement

Amberly Chamberlain

Culture and Engagement Hour moved from last week to this week. Last one will be in person.

Working on Chair guidebook. 10am-1230pm on Mondays to work on it. There is a Teams site that faculty to join and help. Info will go to IRSJ and Senate eventually.

1.1.3. Vice President Community Operations

Merari Weber

Digital Senate dues, number of faculty paying dues have increased, Scholarship Workshop – made changes to application Stephanie Fondren – recommend two scholarships of 1000 instead of three 500, plus a 1000 donation to thrive center. John Nguyen proposed having satellite sites around campus instead of students coming to thrive center. To clarify - Keep two \$500 scholarships and \$1000 thrive for this year and update \$500 to \$1000 next year

Steve Bautista – some colleges give free scantron and blue books to students. Maybe we can use some of those funds for academic purposes

Survey about meeting locations during Spring – so far it is a tie between A-210 and JSC-219

1.1.4. Historian

Andrew Barrios

Claire Coyne – updates to Senate webpage

1.2. Standing Committee Chairs

1.2.1. Curriculum and Instruction Council

Madeline Grant

Shoutout to CIC – 288 items processed. Challenges in gathering information for updating programs. Hopefully put program addendums in catalog. Course Enrollment Workforce continuing to work

1.2.2. Distance Education Advisory Group

Jaki King

1.2.3. Intersectionality, Race and Social Justice Group

Annie Knight

Presence on the Senate Website, discussed requesting agenda items for SAC AS, equitable approaches to campus climate survey, more transparent campus calendar, land acknowledgment accountability

1.3. Participatory Governance Co-Chairs

Facilities – Shannon Kaveney - Shannon discussed his responsibilities, short staffed in some custodial areas

Jorge Lopez – will the staff you are planning to acquire get you to where you want to be or will you need more?

Shannon Kaveney – the staff we are asking for should be sufficient but as we build more building we will need more

Jennie Beltran – have you tried surveying people that have been in Maintenance & Operations a long time?

Shannon Kaveney – no, I have not. A great idea, but I haven't got to it

Jennie Beltran – will you be changing hours for current staff or will that be for new hires?

Shannon Kaveney – ask for volunteers from the current staff and the job postings have the new hours so new hires know which hours they can work

Anaely Guadarrama – is there a location where we can see what the job descriptions are for specific positions?

Shannon Kaveney – email me for job descriptions

Merari Weber – would be great if we can make the area around the SAC café a priority

Shannon Kaveney – do we know what time because there may not be staff at those areas at certain times

Reza Mirbeik – is there a daily schedule for cleaning classrooms and bathrooms?

Shannon Kaveney – Yes, but when I have callouts priorities are restrooms, interior and exterior trash. Child Development Center (CDC) area must be serviced completely everyday.

Reza Mirbeik – is the Village area a part of that?

Shannon Kaveney – yes, with the exception of the Middle College area

Reza Mirbeik – had numerous complaints about the restrooms in the Village area. Just want to make sure there is a daily schedule.

Shannon Kaveney – yes, there is but we are short staffed

Jennie Beltran – Is it possible to have a QR code in restroom that could send automatic request?

Shannon Kaveney – I have not thought about that but it is a great idea

Madeline Grant – When are you looking to be staffed?

Shannon Kaveney – it's going to be a bit. Grounds person and custodial staff have been easier



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Planning & Budget – Jorge Lopez – business as usual. Annabelle Nery spoke about Faculty Obligation Number (FON) and she wants to change the process to be more inclusive. Charged the committee with recommendations about how many faculty should be hired to College Council. Should also calculate the FON before the district.

Special Reports

- 1) SAC ASG Anaely Guadarrama
International Festival event on 15th
Claire Coyne – Raven Cantoran is ASG President
- 2) SCC Academic Senate Mike Taylor

Old Business – Action Items (20 minutes)

- 1) Bylaws Revision - Process for Requesting Academic Senate Meeting Agenda Items (*First Reading*) Steve Bautista
Described each paragraph of the resolution
Claire Coyne – it says any faculty, but can it be students or administrators that can also request if it applies to 10+1?
Steve Bautista - yes
Jorge Lopez – is this adding to our current process?
Claire Coyne – I think so
Jorge Lopez – I think Senators should be making requests most of the time. It is possible to become a mess if anyone can submit requests
Annie Knight – any faculty can make a request, prioritization will occur by the executive team, and if it is declined then the person would receive a response
Claire Coyne – many agenda items currently come from public comments
Gabe Shweiri – we are supposed to represent our faculty and request topics for them
Madeline Grant – faculty should go to their senate representative and the senate representative should submit the request
Merari Weber – this is under the assumption that faculty know their senator
Gabe Shweiri – faculty can make public comments, but actions item should be submitted by their senator
Steve Bautista – this process is a result of the situation where items were not placed on the agenda because people in leadership did not want it on the agenda
Kim Smith – can anyone enter into debate here or is it just senator?
Claire Coyne – just senators
Kim Smith – aren't public comments for faculty that don't have faculty representatives?
Steve Bautista – the public comments can't have actions taken? What if the president or executive team doesn't deem it worthy?
Anaely Guadarrama – in ASG, anyone is able to email the chair to add to the agenda
Annie Knight – what if faculty can't make public comments?

Old Business – Discussion/Presentation (15 minutes)

- 1) Facilities Q&A Shannon K/B. Hoffman
- 2) Fall Plenary Session Resolutions Claire Coyne

New Business – Action Items (10 minutes)

- 1) Resolution to Uphold the Placement of the Math Center within the Science, Mathematics, and Health Sciences Division Justin Tolentino
Read resolved statements of resolution. Discussions with Annabelle Nery lead to the resolution

New Business - Informational Presentations/Discussion (30 minutes)

- 1) Automotive Manufacturer Tech Bachelor's Degree David Roper
Presented info about Bachelors
Most auto companies require Bachelor but most any automotive related. 3 other colleges in California have automotive bachelors and would like to be the 4th
Communicated with CIC about titles for bachelors. Rio Hondo calls theirs Automotive Technology
Kim Smith – go as narrow as possible
Helen Serrano – I like Automotive Manufacturer Technology. The name gives more detail about the program
Claire Coyne – are the other colleges geared towards OEM?
David Roper – it's more general



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Claire Coyne – name should separate you from other colleges

Gabe Shweiri – What is your program focused on?

David Roper – repair tech, field tech?

Raven Cantoran – would your team focus on car making?

David Roper – no

Kim Smith – what is the name of your AA?

David Roper – Automotive Tech

Kim Smith – keep it

Helen Serrano – does the curriculum reflect the manufacturer title?

David Roper – curriculum definitely reflect Automotive Tech, but half and half for Automotive Manufacturer Tech?

Ann Cass – Could OEM be in the title of the degree? Could SAC code still be auto tech?

Merari Weber – if you are a student with a AA in OEM, maybe be attractive to also have an OEM bachelors

David Roper – haven't asked student yet

Jeff Lamb – possibly ask ChatGPT to name degree with

Kim Smith – will give you access to a guidebook from MESA college

Jorge Lopez – put the most weight on what employers might want

Anthony Macias – what is the focus of the GEOG 350?

David Roper – it would be a discussion among the faculty in those departments

Jeff Lamb – Chancellors office is looking at climate action so a bachelors degree focused on that would help

Reza Mirbeik – are there any design components?

David Roper – no

Madeline Grant – presentation made to CIC and would like to express support

- 2) Triage Action IdeaBoardz Amberly Chamberlain

Not much on there right now. Bathrooms on the I building. Only issue other than the calendar.

PD – part time still having difficulties with flex and will still accept PD workshops

- 3) Senator Duties Amberly Chamberlain

Other

Open Discussion

Announcements/Upcoming Events

Steve Bautista – Road to Teaching 2023 Conference

Merari Weber - 4pm – Poetry reading D101

Claire Coyne - Holiday Celebration December 12/13, Senate possibly help with desserts

Amberly Chamberlain – concerts dates

11/17 @ 7:30 p.m. Big Band Concert

11/18 @ 1:00 p.m. Orchestra Concert

11/18 @ 7:30 p.m. Guitar Ensemble Concert

11/19 @ 3:00 p.m. Concert Band Concert

11/29 @ 7:30 p.m. Don Mariachi Concert

12/1 @ 5 p.m. Student/Faculty Piano Fall Showcase

12/2 @ 7:30 p.m. Choir Concert

Tickets: <https://www.sac.edu/music/Events/Pages/default.aspx>

Adjournment – 3:31

Next Business Meeting November 28, JSC-219

Future Business: