**Business Meeting Agenda Minutes**

Tuesday, September 24, 2024 ~ 1:30pm – 3:30pm

Location: JSC - 219 (For Senators & Guests) / Hybrid (For Guests) via Zoom: Meeting ID: [860 9470 4462](https://rsccd-edu.zoom.us/j/86094704462)

*Attendance: Christina Axtell, Steve Bautista, Michael Buechler, Ann Cass, Susan Hoang, Darren Hostetter, Louise Janus, Sara Kelley, Annie Knight, Katie LaBreau, Michael Levine, James Martin, Andrew Manson, Reza Mirbeik, Lisa Mckowan-Bourguignon, Trudy Naman, Arjun Nair, Alexander Natale, Kathy Nguyen, Mario Robertson, Helen Serrano, Gabe Shweiri, Kim Smith, Justin Tolentino, Michelle Vasquez, Jennifer Cabrera, Tommy Strong, Song Graham, Jaki King, Kelvin Leeds, Madeline Grant, Kristi Blackburn, Mark DeAsis, Jenn Boulagjame, Lexi Burnett, Alejandro Moreno, Danny Peraza, Andrew Barrios, Merari Weber, Amberly Chamberlain, Claire Coyne*

**Preliminaries**

1. Call to Order
2. Parliamentarian Procedure Update – *voting: roll call – yay, nay, abstain – must have quorum to vote. Abstention votes don’t count. Please use the microphone when in the room and name yourself.*
3. Approval of Agenda

*1st – Louise Janus*

*2nd - Trudy Naman*

*Approved*

1. Introduction of Guests (if any)

*Krisit Blackburn, Mark DeAsis, Parisa Samaie*

1. Public Comments – Limited to 3 minutes per person and 10 minutes total

*Justin Tolentino – Math department addresses concerns about moving courses out of H-building. Hopefully there is better communication among affected parties*

*Christina Axtell – honors program – would like to send shirts for faculty to advertise the program*

*Jaki King – concerns about relocation of library faculty offices*

*Merari Weber – read a comment from SCC about rhetoric during the Presidential debate concerning Haitian immigrants*

*Christina Axtell – English – concerns about high school students in classrooms that have been refusing to leave classroom*

*Arjun Nair – concerns about students needing scantrons outside student store hours*

*Amberly Chamberlain – vandalism in the theater building*

*Jenn Boulagjame – ASG – concerns about high school and college students sharing the restrooms*

*Charles Young – Student veteran – students veterans are having difficulty with certification, but issues are occurring with online and hybrid courses. Courses must be in person for veterans to receive full benefits*

*Leo Pastrana – PIO Transfer Champion – please promote. Transfer Tuesday – encourage everyone to wear college swag. Would like to create of Transfer Committee in the future*

1. Approval of Minutes
	* 1. September 10,2024

1st – Susan Hoang – motion to approve with changes

2nd - Andrew Manson

Approved

New Business – Action Items

1. Resolution F2024.04 Endorse Updates to Faculty Prioritization Process

*1st – Christina Axtell – move to waive first reading*

*2nd – Susan Hoang*

*Approved*

*1st – Trudy Naman – move to approve*

*2nd – Darren Hostetter*

*Steve Bautista – what if we don’t like it once it is in place?*

*Claire Coyne - there will be assessments and refinements to the process*

*Roll Call - Approved*

New Business – Discussion

1. DualEnroll.com Program

*Claire Coyne – This website will be used by high school students to enroll. Faculty were not involved in the decision-making process. Did not go through College Council but was approved by the Board of Trustees*

*Amberly Chamberlain – many questions asked by Maria Aguilar Beltran were counselor related. Dual Enrollment Office was using a google form, but this system will put the responsibility on the students/parents. Faculty could build pathways in the system to make it easier for students. Amberly recommended that students are given their SAC ID to prevent confusion. Self Service can be included in the onboarding process.*

*Claire Coyne – the website can be aligned with programs*

1. Faculty Emeritus Status – Policy and Procedures

*Mostly SCC has been dealing with this issue and we would like SAC to contribute*

*Song Graham – is it a district status or campus specific? SCC is leaning towards campus specific. Another issue is that IT needs to discuss a former employee having a district email. Are there liabilities with someone have email access with the status? Is this only for people that retire or is there specific requirements for the status.*

*Merari Weber – Committee seemed hesitant with district being involved since it was the campus’s idea, but said they would discuss it with the committee and bring it back to their AS*

*Madeline Grant – FARCCD – if a status is implemented, it should be standardized across the district, but decisions can be made at a local level. Is the requirement of total years at district or at a specific college?*

*Susan Hoang – concerns about library privileges, which would require an email address. What would those privileges look liked? Should be discussed with library faculty*

*Christina Axtell – would they receive emails that all faculty are receiving? Some faculty may not want to be receiving those emails*

*Claire Coyne – some emails can be linked to personal emails, which could be an option*

**Reports**

1. Officers
	1. President Claire Coyne

*Board of Trustee’s Meeting – Project Labor Agreement, Chancellor’s Report: RSCCD would be a Founding Partner of the Digital Center for Innovation, Transformation and Equity, which means RSCCD would contribute resources. ASCIP Rebate will be discussed at the next board meeting. State Chancellor recommending legislation to include non-credit in the FON. Will be submitting resolution at Plenary for encouraging review of FON to include non-credit. AB2277 – Newsom vetoed the change in PT load because of fiscal impact.*

*Faculty Coordinator Positions – current and new opportunities*

*Madeline Grant – concern about ongoing creation of job descriptions and union. Seeing randomness in changes in job descriptions, duties, compensation.*

*Merari Weber – what is happening now?*

*Madeline Grant – putting a pause on new positions being proposed but working on current positions*

*Committee Reviews - district will be reviewing committee structures, Disciplines List Revision Process – submit by September 30th, Elections for Executive Office Positions in Spring – consider going to Fall Plenary 11/7-11/9,*

*Phase II – Common Course Numbering – department chairs will be contacted for representatives to work on CCN template, & timeline for Faculty Hiring – frustrating to see that our data is not great. Different forms for different requests*

*Susan Hoang – how far back does replacement request go?*

*Claire Coyne – 2019, for the replacement request, the faculty member must have already retired. Replacement requests are not going to be a part of the final ranking*

* 1. Vice President Culture and Engagement Amberly Chamberlain

*Collected survey from faculty and chairs about needs and will go over that at the next meeting. Recruited faculty for the Faculty PD Council*

* 1. Vice President Community Operations Merari Weber

*Academic Senate Scholarships balance to date & update, Academic Senate Dues, licenses distributed to faculty for the self-paced ACUE AI self-study course*

* 1. Historian Andrew Barrios
1. Standing Committee Chairs
	1. Curriculum and Instruction Council Kristen Robinson

*Danny Peraza – Quad reviews – need to be in CIC by Oct. 14th. Dean must have been approved before submitting. CurriQunet has been using a system called Maverick, and there have been some bugs. AB 1111 CCN – phase I included about 15 courses and has been time consuming. They have been submitted and eventually will need to be Board approved in December. Phase II is ongoing with 23 courses, departments will be contacted if they are a part of Phase II, and if you are doing a quad review, please wait to submit the review until next year.*

* 1. DE Advisory Group Jaki King

*DE met 2 weeks ago, another meeting this Thursday with ASG rep. Report from Jesus Miranda and Scott James. Discussion of District purchases of technology. Pilot for Respondus, a potential replacement for Proctorio, was held over summer. Respondus is willing to meeting with faculty about the product and services. Rubric will be used to review DE classes.*

* 1. Intersectionality, Race and Social Justice Advisory Group IRSJ Representative

*Working on DEIA for Faculty Prioritization Process, rebuilding relationships with local Native American tribes, prioritizing future goals, and finalizing membership of group*

1. Participatory Governance Co-Chairs

*Tommy Strong (P&B) – next meeting October 1st through Zoom. Student Centered Funding Formula (SCFF) – getting data to make good decisions. Fund 13 – 20M surplus – plans on how that money would be allocated will be discussed in the next meeting. Purchase requests should be tied into program review and how it affects students learning*

*Kim Smith – Program Review process is underway and due for all by November. Thursday office hours to help with Nuventive*

**Special Reports**

1. SAC ASG Jessica Velez
2. SCC Academic Senate Song Graham

*Emeritus status discussed, passed resolution to support faculty in Project Rain with Irvine – think tank for AI usage. Review on the process for Credit for Prior Learning (CPL)*

1. FARSCCD Madeline Grant/Kelvin Leeds

*Initial Contract Proposal was submitted and negotiating team is being assembled. Looking to form 3 committees to help with negotiating: Membership, Communication, Organizing. Endorsing Zeke Hernandez, Tina Miller, and Audry Noji for Board Election. Based on comments at Seante, FARSCCD had meeting with Dr. Nery about HS students on campus, which led to an email being sent out to faculty. Please reach out to FARSCCD if there are issues/concerns with HS students. Looking to create additional training regarding students under 18 years old with the help of Jennifer Dela Rosa and David Lee. Also please reach out to FARSCCD for any other issues.*

*Claire Coyne – Academic Senate can’t endorse members*

**For the Good of the Order: Announcements/Upcoming Events**

Amberly: Dracula from Theater Department

**Adjournment** 3:19pm