**Business Meeting Agenda Minutes**

Tuesday, October 22, 2024 ~ 1:30pm – 3:30pm

Location: HS - 120 (For Senators & Guests) / Hybrid (For Guests) via Zoom: Meeting ID: [827 9257 4081](https://rsccd-edu.zoom.us/j/82792574081)

*Attendance: Christina Axtell, Steve Bautista, 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, Kim Smith, Justin Tolentino, Michelle Vasquez, Song Graham, Jaki King, Maria Aguilar Beltran, Melanie Mowrer, Kelvin Leeds, Madeline Grant, Jenn Boulagjame, Lexi Burnett, Alejandro Moreno, Andrew Barrios, Merari Weber, Amberly Chamberlain, Claire Coyne*

**Preliminaries**

1. Call to Order – 1:33
2. Parliamentarian Procedure Update
3. Approval of Agenda

*1st – Susan Hoang*

*2nd – Louise Janus*

Approved

1. Introduction of Guests (if any)
2. Public Comments – Limited to 3 minutes per person and 10 minutes total

*Michelle Vasquez – concern about traffic and pedestrian crossings in the parking lots*

*Lexi Burnett – concerns about agendas and minutes for PG committees*

*Katie LaBreau – concerned about high school students on campus. High School class was occupying class she was supposed to be in. Classrooms are being double-booked*

*Amberly Chamberlain – most students were dropped in her 8-week course, full of bots, and current bot detection system isn’t working*

*Kim Smith – program reviews due in November. Office hours on Thursdays*

1. Approval of Minutes
	* 1. October 8, 2024

*1st – Steve Bautista*

*2nd – Susan Hoang*

Approved

**Special Reports**

1. SAC ASG Jenn Boulagjame/Lexi Burnett

*Chief Waters consulted with ASG about a possible parking permit increase, and the Senator of Health Sciences created a survey to gather student opinions. The Senator of Business reported non-functional outlets in the JSC to the Facilities and Safety Committee, which were fixed within two days. ASG is also reopening the Mascot Committee, led by the Chief Justice, to update the outdated mascot. This committee, initially paused in 2018 due to COVID, will resume meetings on Wednesday, 10/23, at 3 p.m. in the ASG room and on Zoom. Additionally, ASG is hosting a Board of Trustees reception on Monday, 10/28, from 4–5 p.m. in The Spot, encouraging student participation as a networking opportunity. The VP Townhall, featuring Dr. Hubbard, Dr. Lamb, Dr. Kennedy, and Dr. Hoffman, will be held on November 20th from 11 a.m.–1 p.m. in The Spot, with refreshments and giveaways for student participants.*

SCC Academic Senate Song Graham

*No Report*

1. FARSCCD Madeline Grant/Kelvin Leeds

*Kelvin Leeds – thank you for attendance at Rutabegorz. The message from admin about bots is that it is not a problem at SAC, so please keep speaking up. The waitlist wasn’t disabled for when 8-week courses began. We asked to disable the enrollment and waistlist for those courses so please let us know if that continues to happen. Endorsing Dr. Noji for Board of Trustees. Please listen to the Board of Trustees meeting on the rebate*

Old Business – Action Items

1. Professional Development Council Taskforce Recommendations Amberly Chamberlain

*Reviews the structure of the council. Updated Council document and based on previous subcommittee. Added Purpose language and state mandate. Added second, third, third from last bullet point in charge. Add last sentence of procedures. Removed time and day for meeting frequency*

*Steve Bautista – What does the committee review?*

*Amberly Chamberlain – any PD request that requires funding. You will still go through your dean for PD requests*

*Steve Bautista – will there be a rubric or a way to determine which projects get funded?*

*Amberly Chamberlain – there will be a process formed once the council is formed*

*Steve Bautista – would not like to add more barriers to the process*

*Susan Hoang – everyone going to be a voting member?*

*Amberly Chamberlain – the membership regarding coordinators is kept vague to have voices in the space*

*Claire Coyne – there will be lots of opportunities for feedback on the membership and the processes*

*1st - Amberly Chamberlain – motion to waive the 2nd read*

*2nd – Darren Hostetter*

*Approved*

New Business – Action Items

1. F2024.05 Resolution Expanding Academic Freedom for

Non-Traditional Faculty – *First Read* Ann Cass

*Claire Coyne – would we want to added actions to the resolved for the Senate President?*

*Song Graham – are we asking to change the language?*

*Susan Hoang – there was a resolution last semester to revise this policy, but this is asking to include non-instructional faculty*

1. F2024.06 Endorse the Integration of Drop Reasons into

Self-Service – *First Read* Claire Coyne

*Reviewing drop reasons first before reading the resolved, which were vetted by FARSCCD and SCC*

*Steve Bautista – Could add more. Encourages us to collect this information to use as faculty. Review studies that show there are institutional issues that contribute to drop rates*

*Lexi Burnett – could add resources/feedback for students who intend on dropping (students dropping for transportation may not know about resources on campus)*

*Merari Weber – instead of none of the above, can we add ‘other’?*

*Annie Knight – is there any where for the student to write anything?*

*Lisa McKowan-Bourguignon – maybe students can select multiple?*

*Susan Hoang – I think it’s important/clear how the data is used. Some faculty fear retaliation.*

*Madeline Grant – FARSCCD can’t guarantee that admin won’t use data against faculty*

*Steve Bautista – ‘instructor related’ could be an option*

*Jaki King – course materials should be on the list too*

*Maria Aguilar Beltran – ‘not feeling like they belong’ we still need to put a mirror for ourselves to make sure we are providing services to student and maybe we can create a resolution about how the data is collected and used*

1. F2024.07 Adopt the Policies and Procedures for Professor

Emeritus Status – *First Read* Claire Coyne

*Claire Coyne – I will set up a meeting with Librarians for recommendations*

*Merari Weber – is this for faculty now or can past faculty apply?*

*Claire Coyne – Current and past faculty can apply*

New Business – Information/Discussion

1. ASCCC Plenary Resolutions

*Claire Coyne – will send out information later, when ASCCC updates*

**Reports**

1. Officers
	1. President Claire Coyne

*Board of Trustees meeting – parking fee costs (students should have input). Chancellor said Chief went to ASG 5 times, but ASG claims it only happened once. There was a preliminary survey from students that they did not support. It was stated that the survey went to College Council, but that did not occur. It was also stated the parking fees were paying for safety officers, but there are concern from the Board. It did not pass.*

*Lexi Burnett – Chief Waters came to exec once and stated fees would go to safety but was not specific*

*Claire Coyne – meeting about fiscal resources committee. A closed session occurred against the Brown Act. Board would like their own legal council separate from the Chancellor*

*Plenary Session Resolution – update the resolution to include Cont. Ed. In the FON*

*Native American Heritage Event – October 30th, 10:30 am. Groups on campus need General Liability Insurance but district is not supportive*

*Amberly Chamberlain – there is a waiver, but may not apply to events*

*Kim Smith – there should be event specific policies*

*Reminder about Senate Committees/Groups*

* 1. Vice President Culture and Engagement Amberly Chamberlain

*Would like feedback on the cleanliness procedures from the M&O website. Trying to create an event for non-tenured faculty*

* 1. Vice President Community Operations Merari Weber

*Admin thought the creation of the PD Council means that faculty is separating from the Awards for Excellence*

*Amberly Chamberlain – PD committee was never in charge of Awards so creating council would not affect it*

* 1. Historian Andrew Barrios

*Jennie Beltran has agreed to help with FL&E Workgroup, so if you are interested in learning or supporting please reach out to exec or Jennie*

1. Standing Committee Chairs
	1. Curriculum and Instruction Council Danny Peraza
	2. DE Advisory Group Jaki King

*Current pilot programs: Respondus, Smart Search, and Enhanced Rubrics within Canvas. Working on DE addendum within Maverick and easier to use. Zoom retention 10/2025, information will be deleted, including recording*

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

*Members discussed creating a Native American advisory board to build partnerships with local Native communities and SAC’s Inter Tribal Student Council. This board would support Native events, advocate for permanent spaces and staff, and help create a Land Acknowledgment with actionable steps for faculty. IRSJ is also forming two task forces: one for DEIAA recommendations in faculty prioritization and another to improve equity in campus governance. IRSJ invited faculty to the Mesoamerican Knowledge & Native Traditions event on November 12 and the Native American Heritage Celebration on October 30. The next meeting is on November 21*.

Participatory Governance Co-Chairs

*Darren Hostetter (Facilities) – Russel hall demo complete, work on the entry to begin next month and continue to Spring 2026. Campus Main subcommittee to be voted on to be disbanded. Events with 40+ individuals will need a safety officer. Shannon needs volunteer for hiring committee. Fire on campus in Philips Hall, no injuries. In some old buildings, the fire alarm must be pulled.*

*Amberly Chamberlain (P&B) - The Fund 13 budget was not reviewed at the last college council meeting. It will be presented, along with related comments and questions from the Planning and Budget Committee, at the next college council meeting. The exact date of the upcoming meeting is currently unknown.*

*SEAP – SEAP Resource Fair*

*Reza Mirbeik (Non-Credit) – up in FTES and head count, submit FMR for a store, planning for a new facility / asking faculty for feedback, hybrid sections are in demand and faculty need resources*

*Ann Cass – are there issues with bots?*

*Alejandro Moreno – usually no incentive for bots, but students interested in high school diplomas must meet with a counselor in person*

*ESL will be using the H-Building in Spring*

*Claire Coyne – Senate will send out a survey to faculty about bots*

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

**Adjournment** 3:28pm