**Business Meeting Agenda**

Tuesday, November 12, 2024 ~ 1:30pm – 3:30pm

Location: JSC - 219 (For Senators & Guests) / Hybrid (For Guests) via Zoom: Meeting ID: [824 0924 2389](https://rsccd-edu.zoom.us/j/82409242389)

*Attendance: Christina Axtell, Steve Bautista, Ann Cass, Susan Hoang, Darren Hostetter, Louise Janus, Jill Kapil, Sara Kelley, Annie Knight, Katie LaBreau, Michael Levine, Andrew Manson, Lisa Mckowan-Bourguignon, Alexander Natale, Kathy Nguyen, Mario Robertson, Helen Serrano, Gabe Shweiri, Kim Smith, Justin Tolentino, Michelle Vasquez, Christine Cecil, Song Graham, Jaki King, Maria Aguilar Beltran, Kelvin Leeds, Madeline Grant, Jenn Boulagjame, Lexi Burnett, Matthew Beyersdorf, Tommy Styrong, Alejandro Moreno, Andrew Barrios, Merari Weber, Amberly Chamberlain, Claire Coyne*

**Preliminaries**

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

1st – Claire Coyne – added review process document

2nd Darren Hostetter

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

*Susan Hoang – gender neutral restrooms changed to women and men staff only restrooms*

*Annie Knight – supports previous public comment*

*Arjun Nair – review public comment*

*Jaki King – supports comment about gender neutral restrooms*

*Gabe Shweiri – concern within division about division office being closed*

1. Approval of Minutes
	* 1. October 22, 2024

*1st - Susan Hoang*

*2nd - Michelle Vasquez*

*Approved*

**Special Reports**

1. SAC ASG Jenn Boulagjame/Lexi Burnett

No report

1. SCC Academic Senate Song Graham

*In process of updating Governance Handbook, discussing faculty on Special Assignment, 98-99% efficacy in catching fraudulent enrollments, SCC President addressed combining noncredit and credit counseling, hiring MESA coordinator*

1. FARSCCD Madeline Grant/Kelvin Leeds

*Received noncredit calendar for 25-26 and have reviewed it, going to board for approval. Also received proposed calendars for credit. November 22nd general member meeting, FARSCCD meeting with chancellor and SCC/SAC Presidents soon. Negotiating team will meeting with district on December to schedule meetings*

New Business – Information/Action

1. Auto-Awarding Pilot Programs and Waitlists Mark DeAsis

Identified two populations of students for Auto-Awarding Pilot Programs, sent out consent emails about being in the program and received positive responses

*Song Graham – is there an opt out option from the emails?*

*Hong Nguyen - Yes*

*Song Graham – are they eligible for multiple degrees?*

*Hong Nguyen - Yes*

*Gabe Shweiri – how does it impact financial aid?*

*Mark DeAsis – unless they earn a bachelor’s degree, it will not affect financial aid*

*Steve Bautista – what is the process for academic renew?*

*Mark DeAsis – there will be more discussion on Monday about the process*

*Claire Coyne – did counseling faculty review the email before sent out?*

*Mark DeAsis – there wasn’t discussion about the consent email, because we wouldn’t have a population, but counseling will have input in the process*

*Song Graham – will these be retroactive?*

*Mark DeAsis – it will only be for the current term*

*Hong Nguyen – student can still add to waitlist through self-Service after the class has started*

*Jesse Gonzalez – WebAdvisor probably had a customization feature that prevented students from adding to the waitlist of a course after it began. Oversight in allowing students to add to waitlist in Self-Service*

*Kelvin Leeds – that change was made without faculty input and should be changed back. It is also confusing for faculty and students about who was added first*

*Claire Coyne – second week class had fraudulent students in the course and on waitlist. Agree with Kelvin*

*Jesse Gonzalez – if there is a change in the service, it might lead to have a discussion with A&R to add students in the future*

*Steve Bautista – we inform students on how to get into classes so we should have discussions about how students can add. We should also discuss students that are stuck on the waitlist*

*Mark DeAsis – we have addressed this issue and students should be able to register*

*Jenn* Boulagjame *– have students been told about the new process? It is a mess for students*

*Kelvin Leeds – it causes many issues for people when students can’t get into class when they are #1 on the waitlist*

*Christina Axtell – students do wonder why they don’t get into the class when there are open spots*

2. Senate Affirmation of New Faculty Priorities Ranking Claire Coyne

*Affirmed*

3. Process to Develop Faculty on Special Assignment - First Read Claire Coyne

*Madeline Grant – VPSS and VPCE along with VPAA*

*Amberly Chamberlain – does this include evaluation?*

*Madeline Grant – this is about reviewing the position and not the individual. The evaluation is in the contract*

*Susan Hoang – the format of the document may need adjustments to reflect the order of the tasks.*

*Madeline Grant – faculty and admin are discussing it, but it depends on the campus, but FARSCCD will be involved with the bargaining*

*Amberly Chamberlain – will each campus have the same process for the same position?*

*Madeline Grant – the process will be the same, but the scope of work may be different*

*Jaki King – intersession and summer are not discussed*

*Madeline Grant – faculty will have input in the duties and the process will address this issue*

*Song Graham – there was also discussion about language regarding instructional and non-instructional and this process is for campus-wide project instead of department-wide projects*

4. Process to Review Faculty on Special Assignment – First Read

5. Replacement Request Decision Form – *First Read* Claire Coyne

*1st – Christina Axtell – move to bypass second read*

*2nd – Merari Weber*

*Kim Smith – what is the rationale to move onto the second read?*

*Claire Coyne – to send this to Dr. Nery soon*

*Gabe Shweiri – what if the AS President doesn’t agree?*

*Claire Coyne – the signatures are to verify they received the* form

*Approved*

Old Business – Action Items

1. F2024.05 Resolution Expanding Academic Freedom for

Non-Traditional Faculty – *Second Read* Ann Cass

Claire Coyne reads changes

1st – Susan Hoang

2nd – Louise Janus

Merari Weber – do we need faculty at the end of the sentence?

Michael Buechler – does this language exclude other non-traditional faculty?

Kim Smith – “including, but no limited to”

Discussion about the language

Claire Coyne – tabling item

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

Self-Service – *Second Read* Claire Coyne

*1st – Christina Axtell – move to discuss*

*2nd – Darren Hostetter*

*Steve Bautista – area of concerns about instructor challenges. Important to allow students to address instructor concerns*

*Christina Axtell – Still too many options. Evaluations may be a better area where instructor challenges are addressed*

*Lexi Burnett – it is important for students to address instructor concerns and there are too many options*

*Gabe Shweiri – supports Christina’s position. Have concerns about having the instructor challenges option*

*Christina Axtell – there are ways for students to address faculty concerns*

*Jenn Boulagjame – should have a space for students to voice their opinion*

*Roll Call Vote*

*Not Approved – Yay (2) / Nay (25)*

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

Emeritus Status – *Second Read* Claire Coyne

*Susans clarifies why the change in language*

*1st – Susan Hoang – move to approve*

*2nd – Steve Bautista*

*Approved*

1. Affirming Professional Development Council Membership Amberly Chamberlain

*Maria Aguilar Beltran – was this campuswide?*

*Amberly Chamberlain – yes, sent out emails campuswide about joining*

*Maria Aguilar Beltran – you have mentioned bylaws?*

*Amberly Chamberlain – there will be a process*

*Susan Hoang – question about the chairs*

*Amberly Chamberlain – if there is a coordinator on the credit side, then I will step down*

*Steve Bautisa – concerns about the size of the council*

*Amberly Chamberlain – there will be a minimum of 8 people, including coordinators*

*Claire Coyne – Title V requires professional development, and we are in the beginning of developing this council*

*Affirmed*

**Reports**

1. Officers
	1. President Claire Coyne

*Presented resolutions passed and failed, Professional Development Presenters, Digital Center Founding MOU*

*Song Graham - $650,000 annual payment*

*Claire Coyne – SAC would pay 75% of that payment. QR Code explains what the DC does*

*Jaki King – DC focuses on AI*

*Faculty Priorities Replacement Requests and Final Ranking Event, Vista Meridian, Bookstore, account transactions – 13 transactions including balancing district budget, Title IX, lawsuits*

* 1. Vice President Culture and Engagement Amberly Chamberlain

*Workshops for Spring are due on Monday*

* 1. Vice President Community Operations Merari Weber

*Senate voted to approved liability insurance for Native American Heritage event, SAUSD School Board priorities, ACUE Self-Study AI Series, responses to the Fall Plenary resolutions*

* 1. Historian Andrew Barrios

*1st - Kim Smith – extend meeting by 10 minutes*

*2nd- Jessica Padilla*

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

*Update to Canvas – multiple due to Discussion, updating mission and goals at next meeting, 8 faculty piloting Respondus (will have a report at the beginning of Spring)*

* 1. Intersectionality, Race and Social Justice Advisory Group IRSJ Representative
1. Participatory Governance Co-Chairs

*Tommy Strong (P&B) – update Q1 budget – forecasting budget overages. Overages are because of higher demand. First Read (View) of 25-26 SAC budget priorities – would like to make this document to view aspirational goals for the college rather than needs for budget goals*

*Chantal Lamourelle (SEAP) - Equity Resources fair*

*Amberly Chamberlain – Guided Pathways document will be posted online. Please bring cleanliness issues forward*

**For the Good of the Order: Announcements/Upcoming Events** & **Adjournment** 3:37pm