



ACADEMIC SENATE

**SANTA ANA COLLEGE MISSION STATEMENT**

*Santa Ana College inspires, transforms, and empowers a diverse community of learners.*

**Academic Senate**

**Business Meeting Minutes**

First Name	Last Name
Andria – ASL Interpreter	?
Adriana	Ramirez
Alejandro	Moreno
Ali	Kowsari
Amberly	Chamberlain
Andrew	Barrios
Andy	Gonis
Angel	Michael
Ann	Cass
Annette	Bui
Annie	Knight
Avinash	Ramaswamy
Brian	Sos
Chantal	Lamourelle
Cherylee	Kushida
Christina	Axtell
Christina	Resendiz
Claire	Coyne
Emely	Vazquez
Fernando	Ortiz
Flo	Luppani
Gabriel	Shweiri
Heather	Arazi
Hugh	Nguyen
James	Rudd
Janet	Cruz-Teposte
Janie	Wade

Jarek	Janio
Jason	Sim
Jeff	Lamb
Jennie	Beltran
Jennifer	Meloni
Jim	Isbell
Jodi	Coffman
John	Hanna
Jose	Lopez Mercedes
Karissa	Gallego Lovero
Kelvin	Leeds
Kristen	Robinson
Kyla	Benson
Leo	Pastrana
Louis	Williams
Maria	Aguilar-Beltran
Maria	Estrada
Marilyn	Flores
Matthew	Bittner
Merari	Weber
Michelle	Vazquez
Molly	Colunga
Monica	Zarske
Nicole	Patch
Osiel	Madrigal
Quynh	Mayer
Rachel	Mendiola
Rebecca	Barnard

Reza	Mirbeik
Rick	Corp
Roy	Shahbazian
Sal	Addotta
Sarah	Mathot
Stephanie	Clark

Steve	Bautista
Steven	Guillen
Susan	Hoang
Tara	Kubicka-Miller
William	Nguyen
Zachary	Diamond

Date: **Tuesday, Oct 12, 2021**

Time: **1:30-3:30pm**

Location: **Zoom Webinar Location**

Meeting Location: For security purposes, please access the Zoom link using this Microsoft Forms link... <https://forms.office.com/r/uws9ARqek8>

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1. **Call to Order** – Jim Isbell

- a. Meeting was called to order at 1:31pm.

2. **Approval of Additions or Corrections to Agenda**

- a. Dr. Armando Soto is not presenting on the Assessment Center (item #10). Rather, he will be presenting on October 26, 2021 which is the next Academic Senate Business Meeting.
- b. The vape and smoke free campus group will also be presenting on October 26, 2021.

3. **Approval of/or Corrections to Minutes**

- a. **Christina Axtell** made the first motion to approve the minutes.
- b. **Amberly Chamberlain** made the second motion to approve the minutes.

4. **Public Comments**

- a. **Cherylee Kushida** announced, on behalf of the Distance Education Advisory Committee, that they are concerned about Educational Multimedia Services being

moved away from Academic Affairs because they are a faculty resource for all of their video captioning needs.

## 5. Reports

### a. ASG Report — **Jason Esparza**

- Not in attendance so no report was given.

### b. SCC Report — Professor **Tara Kubicka-Miller**

- SCC passed resolution fall 2101 which is called Anti-Semitism Instruction and Holocaust Remembrance on campus. This will help evaluate their education on the Holocaust on campus as well as incorporate a lot of Holocaust remembrance activities on campus throughout the year.
- Another resolution they endorsed is the approval of Board Policy 5215 that passed in their Senate Committee.
- Passed a resolution creating program plan summaries for all degrees and certificates. They are handout-based items that are visually pleasing and easy for students to work with to see program planning. This allows students to look at a program without seeing a counselor and obtain ideas of how to progress through a program.
- Created a Collegial Governance Task Force to look at collegial governance committees and how they are structured.
- Adopted the new instructional modalities which were worked on together with Santa Ana College (SAC).

## 6. ILOs Second Reading (10 minutes) – Dr. Jarek Janio Action Item

- a. **Dr. Janio** stated these ILOs are going to replace the dated institutional learning outcomes statements from the college catalog and other important documents.
- b. **Molly Colunga** noticed that under the communication skills subheading it has reading and writing but reading is not mentioned in the outcome statement. She asked if this was an omission or intentional. It states that a student must effectively communicate in writing, but reading is not mentioned. The former ILO stated that students will read effectively and analytically at a college level but

that's been omitted. **Dr. Janio** replied that he's not sure if students can communicate by simply reading. He explained that students communicate by speaking and writing to convey a message. Reading is included because students do need to acquire information in order to convey a message, but the very act of communication is not really done by reading. **Molly** asked if reading is not included then it should be removed from the communication B subheading and just have writing. She doesn't understand why it was taken out to begin with. **Dr. Janio** responded that reading effectively is the extent to which students read texts effectively and is a result of assessment. The act of reading itself can't specifically be measured unless you ask students to produce something and that's where the communication comes in.

- c. **Dr. Merari Weber** added that reading is part of communication. For example, when somebody sends an email, they are communicating and the person receiving it is reading the content. Consequently, the person can respond either verbally or in writing. This involves the ability to critically read and think about what was provided can be measured.
- d. **Jennifer Meloni** asked if the question is how you assess the ILO? **Dr. Janio** answered that method of assessment is not part of the statement.
- e. **Christina Axtell** emphasized that the concern is that there is nothing about reading but that something should be included regarding students being able to demonstrate reading skills.
- f. **Molly** reiterated to have reading and writing and then only mention writing is a glaring omission. She recommended to omit the reading part from the subheading. **Christina** agreed with Molly and expanded on how reading and writing are not the same and thus, can't be assessed the same so they should be separated.
- g. **Dr. Janio** agreed to take the ILOs back to the committee so they can develop a statement that will specifically address reading. **Christina** asked if reading is taken out of the subheading because it's not a form of communication would it be

added under the creative and critical thinking subheading? **Dr. Janio** responded that's what needs to be discussed with the committee because reading isn't addressed anywhere else, but it needs to be included somewhere. There cannot be ILOs without including the importance of reading.

- h. ILOs second reading will be reviewed again at the next Academic Senate Business Meeting which will be on October 26, 2021.

7. **Virtual or In-Person Senate Meetings? *Action Item***

- a. Virtual meetings will continue for the remainder of fall 2021.
  - Yes votes = 24; No votes = 0, & Abstentions = 1

8. **Continue Reorganization Discussion: (Guiding Principles) Reaffirm State Senate Resolution – Claire Coyne *Action Item***

- a. **Claire** shared that several faculty members came to her as the CIC Chair with concerns about the reorganization. As a result, she reached out to the State Academic Senate for guidance on what rights or voice faculty possess regarding the reorganization proposal. She emphasized that as a member of the Academic Senate Executive Board, her role is to support faculty with processes and policies they want to pursue. The State Academic Senate informed her that Title 5 is the first resource that faculty should look at for next steps. She referenced the following Title 5 section which relate to academic and professional matters:

- 53200 (b)
- 53200 (c)
- 53200 (d)

In speaking with the State Academic Senate, the two areas that seem to be the most prevalent to concerns expressed by faculty is #4 Education and program development and #6 District & college governance structures, as related to faculty roles which are found in Section 53200 (c). Embedded in all of this, in section 53200 (d), is consult collegiately which can be done in two ways:

- The district can rely primarily upon the advice and judgment of the Academic Senate.
- Or the Governing Board and its designees as well as the academic senate shall reach mutual agreement by written resolution regulation or policies of the governing board effectuating such recommendations.

She then posed the question “Where does our district stand when it comes to these areas of the 10 + 1 with #4 and #6?” She referenced Policy 2410 which states we will come to a mutual agreement with the Board of Trustees regarding those two areas. She reviewed that the board would consult with the faculty through the mutual grand process previously agreed upon at our district, the mutual agreement processes, and the use of shared governance structure, which consists of council committees and the district council. She explained that Title 5 section 53203 goes further into what this mutual agreement could look like and the kind of the stipulations surrounding it. When a board elects to provide for mutual agreement with the Academic Senate and an agreement has not been reached, existing policy remains in effect unless such policy exposes the district to legal liability or physical hardship. Title 5 and board policy inform faculty of what should take place within academic matters such as a proposal related to department reorganization.

Claire further explained that the Academic Senate for CA Community College’s generates or creates resolutions that provide faculty direction on how to respond to potential issues related to the 10 + 1. Consequently, there is a Senate resolution (Academic Senate for CA Community College’s Resolution 01.06: Department Organization) that relates to department organization. Their resolution states “Resolved Academic Senate support the concept of collegial decision-making in the review and evaluation of proposals which would change the organization or functions of specific departments within a college and/or district, and...Resolved that such proposals should be reviewed and approved by the appropriate faculty bodies, e.g., the department, the curriculum committee, and the academic senate.”

Understanding that they have support from the Academic Senate with their resolution, Claire asked the questions on how faculty want to respond? And do they want to support this State Senate 01.06 resolution and if yes, the recommendation would be to affirm or adopt this resolution as a first step. This

could be followed by a creation of a work group or a task force to develop a process for what happens next. If no, then faculty can allow the current process to continue, led by the Academic Affairs Office.

- b. **Gabriel Shweiri** asked if Academic Senate Resolution 01.06 is something that's been in place and if it applies to all California community colleges? Does faculty have to make a conscious decision to adopt it? And is it specific to a situation? **Claire** answered that they are created because of a similar situation that has happened, albeit, at another college or it's just something that they may see as being an issue in the future. The timing of when this was created back in 1987 supported some of the other work that was being done with Assembly Bill 1725 which provided faculty with more a voice when it came to shared governance types situation. It's a form of guidance to direct faculty as to what they can do. It is serving as guidance and something that our Academic Senate does support and would support faculty in terms of what they want to do with the current situation.
- c. **Monica Zarske** confirmed, that as a former senate president, what Clair explained is correct. The state resolutions are to provide the colleges with guidance. It's not a mandate or law, but it is a result of discussions that have typically taken place so that institutions have a resource to go to. In this case, it looks like something did happen and therefore, this is the position that the State Academic Senate took. Typically, a resolution comes to plenary where representation across the state come together to vote on it. If it's a consensus vote, then the resolution passes. It's up to each individual institution to fine tune it.
- d. **Claire** reiterated that the purpose of her presentation was to inform faculty that they do have a voice with the proposed reorganization, and they can play a role in what's happening. It's up to faculty whether they want to move forward with this process or not.
- e. **Gabriel Shweiri** made the first motion to approve and adopt the Academic Senate Resolution 01.06. **Jennifer Meloni** second that motion.
- f. **Kelvin Leeds** asked that before it goes to vote if someone could explain what the faculty concerns are regarding the reorganization. **Gabriel Shweiri** explained that this resolution doesn't necessarily direct an outcome but rather, it directs the process. In the end, the proposal might still pass and get approved.

- g. **Stephanie Clarke** asked if we are affirming this as the process or we, as a faculty group, want to discuss defining a new process? **Claire** explained that the resolution is just a guidance and not necessarily a process in responding to the reorganization. It can be affirmed, adopted, and defined on how the reorganization will be approved: Will it be at the department level or only by departments that are impacted? Or will it go through CIC who provides a recommendation to the Academic Senate, which then moves it forward to administration? Adopting or affirming the resolution would initiate defining a process in alignment with this resolution.
  - h. Academic Senate Resolution 01.06 was approved.
    - i. Yes votes = 24; No votes = 0, & Abstentions = 2
9. **“Regular and Effective Contact” First Reading – Prof. Cherylee Kushida Action Item**
10. **Cherylee** stated that the Distance Education Advisory Committee noticed that the online attendance and drop policy were Santiago Canyon College’s and not SAC’s which is located in the catalog. As a result, they decided to strike SCC’s policy from the regular and effective contact document. She is asking that the new regular effective policy guidelines are ratified, and that senators take this back to their constituents so it can be voted on next time.
- a. **Kelvin Leeds** asked besides that change if there were any other changes? **Cherylee** replied there were some Title 5 verbiage changes but that was from before. For example, Section 55204 where instructors are required to do student to student contact. That’s something that was announced to faculty, but it wasn’t updated on the regular effective contact document. The last time the document was updated was 2013. Other areas were defined better for faculty usage in terms of what student-initiated contact is and student to student interaction frequency.
11. **Assessment Center Presentation – Dr. Armando Soto**
- a. **Dr. Soto** will be presenting on October 26,2021 which is the next Academic Senate Business Meeting.
12. **Trustee John Hanna (15 Minutes) – John Hanna**



- a. **Trustee Hanna** stated that he fully supports shared governance because it's information that sometimes he doesn't get from administration but rather from faculty. He shared past faculty and Board of Trustees situations regarding a former chancellor, Saudi Arabia educational program, and the community being allowed to use a campus sports field. He mentioned the facility at Centennial Park in which there is a 40-year commitment to improve facilities but no funding mechanism to do it. Consequently, either there will be a bond to address it or a joint use project with the City of Santa Ana.
- b. He addressed two recent board policies. The first policy is 7132 which is the medical and health benefits. Employees were told that they didn't have to sign up for Medicare B when in fact they needed to. This has resulted in millions of dollars being spent on health insurance premiums that should have been supplemental premiums at a much-reduced cost to the district. He admitted that the board, including himself, were guilty of looking at this information as something employees wanted and was fair to management, and so they developed a policy that was not consistent with collective bargaining agreements. The goal now is to get everybody on Medicare B and there are contracts that can provide supplements that will cover more than if someone just had the Rancho Santiago Community College District (RSCCD) policy. The second policy is 7325 which is the SARS COVID Vaccination program. The board has committed to encourage everyone to get vaccinated and there should be a mandate. However, they also recognize that California law has exemptions to mandatory vaccination programs like medical, religious, and personal. They are being asked to include that in the policy but unfortunately, the chancellor didn't put it in his administrative regulation.
- c. **Dr. Osiel Madrigal** expressed his appreciation for Trustee Hanna mentioning Centennial Education Center and the improvements needed for facilities. The School of Continuing Education serves 20k+ students per year so it deserves a campus that is modern and aesthetically pleasing like the Santa Ana College main campus.

- d. **Trustee Hanna** shared that RSCCD was one of the first districts to offer benefits for domestic partners. **Kelvin Leeds** expressed his appreciation for this because it allowed him to obtain benefits for his partner.

13. **FT Hiring Prioritization Timeline (5 minutes) Prof. Roy Shahbazian**

- a. **Roy** said that in a couple of days, Senior Senators will be able to start reviewing faculty requests. On October 29<sup>th</sup>, Senior Senators will meet to score and rank these requests. He requested that Senior Senators not score them beforehand but simply review them.
- b. **Jim Isbell** shared that in a conversation with the chancellor, the chancellor expects a minimum of seven (7) positions. Nonetheless, because we have been approved for a lot more, the chancellor said he's going to play it by ear.

14. **Faculty Recommendation on Student Vaccines (5 minutes)**

- a. **Kelvin Leeds** shared that there are faculty members who believe this is a working condition.
- b. **Dr. Osiel Madrigal** shared a comment in the chat room by **Dr. Merari Weber** about possibly the district office sending an anonymous survey to faculty so they can get obtain data on where faculty stand on this issue. **Jim Isbell** said he would contact Nga from the district research department regarding developing and delivering a survey to faculty.

15. **Reports:**

a. **President – Jim Isbell**

1. **Bylaws Work Group report**

- 1 **Stephanie Clark** said they are taking the bylaws very seriously and reviewing every item to make sure they clarify where there may be ambiguities in some of the language.

2. **Open Enrollment Reminder** : Oct. 18-Oct. 24

- 1 **Jim Isbell** reminded everyone that open enrollment is next week. If someone needs to make changes to their benefits this would be the time. Otherwise, they would have to wait until next year.

3. **Academic Calendar Common Days—Recommendation to FARSCCD**

- 1 **Amberly Chamberlain** explained that being able to put it on Tuesday is better for planning purposes, as well as being more mindful over convocation and how it works into professional development for the week. According to the last three surveys done, Tuesday has been the majority vote whether it was in person, or virtual.
  - 2 **Christina Axtell** asked if common days then would state Tuesday and Thursday? Amberly replied that yes, common days would go from Thursday-Friday to Tuesday-Thursday.
  - 3 **Kelvin Leeds** said to be sure to inform FARSCCD what their thoughts are about this because the negotiations are starting up for the contract, and this is a contractual issue.
4. Academic Senate Racially Inclusive Workgroup—Prof. Maria Aguilar

Beltran

- 1 **Maria** shared that the Kathy Obear training was approved last night by the board. Moreover, some of the global themes the workgroup has discussed is focused on defining their workgroup role and how they want to support the senate body. Another goal is to discover and learn to operate and lead in ways that promote a campus climate that aligns with their anti-oppression ratio resolution. This includes examining not only our individual and collective behaviors but also our faculty structures bylaws and culture. They want to support the Academic Senate with establishing feedback mechanisms for change and reviewing bylaws. In addition, they want to make recommendations for a transparent and inclusive process for how Academic Senate agenda items are brought forward. Priority should be given to topics that are part of the 10 + 1 matters such as academic programs to program development and students. Another point of discussion is collaborating with the learning and engagement team. To develop an equity minded Faculty Institute that is focused on leadership and promoting and supporting leadership development amongst all faculty.
- 2 **Annie Knight** added that the workgroup discussed a need for firming professional development and support for new faculty, under the purview of Academic Senate, to encourage participation of new faculty members. Provide some guidance and mentorship around Academic Senate processes. Furthermore, creating structures and systems that better support and facilitate inclusive leadership. This involves reviewing faculty leadership structures to evaluate how attractive and manageable they are for new folks. They also discussed the need for applying a diversity equity and inclusion frameworks to reviewing faculty leadership structures and campus culture. This includes raising awareness around and even disrupting

recruiting practices that perpetuate tokenism. They are interested in exploring as a group, how this type of diversity equity and inclusion work can be embedded in campus culture more widely. They want to create a greater sense of belonging among faculty who may not be tapped for leadership roles, as well as faculty who may feel intimidated, or even excluded from leadership roles. Finally, they are working on better identifying and honoring the intersecting identities representative of the campus culture.

b. Secretary/Treasurer – Dr. Osiel “Ozzie” Madrigal

1. **Dr. Madrigal** requested for agenda items to be emailed to Jim Isbell and Cc him.

c. Curriculum – **Prof. Claire Coyne**

1. **Claire** reported that the next CIC meeting is on Monday, October 18 at 2pm via Zoom. The agenda will be sent out soon.

d. Planning & Budget – **Dr. William Nguyen**

1. No report was given.

e. Facilities – **Prof. James (Marty) Rudd**

1. **Marty** reported that there will be a special facilities meeting on October 19<sup>th</sup> at 1:30pm. Meeting information was already emailed to all SAC users.

f. Faculty Professional Development – **Prof. Amberly Chamberlain**

1. **Amberly** reported that the Equity Institute is in December and a cohort of 10 SAC employees typically attend. Professional Development (PD) will be funding it and 9 slots remains. Anyone interested needs to fill out a funded activity form. Also, convocation materials are now in the PD Canvas shell, which includes the video of the speaker and the materials that Diego provided. There’s a Gateway feedback survey available so she requested for everyone to complete it so PD knows what needs to be provided in order to get everybody fully on board. She announced there will be a special event called “Remembering our loss: beginning our healing together” which will include a dedication with music, song, reading of names, and dedicating a stone at Centennial Circle.

g. Equity and Guided Pathways – **Prof. Maria Aguilar Beltran & Prof. Stephanie Clark**

1. **Stephanie** reported that the active learning and engagement team is assisting with some aspects of the new Faculty Institute planning. She also reminded about success teams and requested faculty to know their success

teams and if they are on a success team, to reach out to their Career and Academic Pathway so that everyone knows one another. Also, weekly announcements are being posted through Canvas shells to better communicate with students. They have a common Canvas calendar now, so they are starting to share calendar events and workshops with student's campus wide through the campus calendars. Finally, she wanted to make sure everyone was able to review the resolutions. They will be discussed at the regional meetings this Saturday, Oct 16<sup>th</sup>. These resolutions will be up for consideration at fall plenary. Therefore, senators should review them if they have any opinions or positions they want to share with their senate representatives.

h. SACTAC – TBD

1. No report given because no one was in attendance

i. Outcomes/Assessment – **Dr. Jarek Janio**

1. **Dr. Janio** reminded everyone that that next meeting is October 22 from 1:30-3:30pm via Zoom.
2. He presented to a student services group last week where he and Dr. Hubbard discussed the lack of representation for student services in the Outcomes Assessment Committee.

j. Accreditation– **Prof. Monica Zarske**

1. **Monica** announced that the peer review team had a virtual kick-off last week which served as a meet and greet.
2. A couple of accreditation requests were submitted over the last several weeks. They responded to the requests and now are waiting for the final report.

16. Announcements

- a. No announcements

17. Adjournment

- a. Meeting was adjourned at 3:33pm