



## Santa Ana College Academic Senate Business Meeting

Tuesday, March 14, 2023 • 1:30-3:30pm

### Meeting Location:

A-210

### Attendance:

*Senators* – Christina Axtell, Rebecca Barnard, Steve Bautista, Matt Bittner, Ann Cass, Amberly Chamberlain, Rick Corp, Ben Hager, Tiffany Heremans, Louise Janus, Annie Knight, Ali Kowsari, Jaime Lopez-Garcia, Flo Luppiani, Quynh Mayer, Jennifer McAdam, Reza Mirbeik, Alejandro Moreno, Tim Murphy, Nicole Patch, Mario Robertson, Gabriel Shweiri

*Executive Team* – Claire Coyne, Jason Huskey, James Isbell, Jorge Lopez, Roy Shahbazian

*Guests* – Andrew Barrios, Karen Bravo, Marvin Gabut, Jeff Lamb, Francisco Ramos, Monica Zarske,

### Santa Ana College Mission Statement:

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

### AGENDA

1. **Call to Order** - Prof. Jim Isbell @ 1:36pm
2. **Approval of Additions or Corrections to Agenda**
  1. Adjustments: Push of Safety & RAVE Alerts Presentation to another business meeting
  2. Motion - Gabriel Shweiri; Second – Louise Janus; Carried
3. **Approval of/or Corrections to Minutes**
  1. Motion - Ben Hager; Reza Mirbeik; Carried
4. **Public Comments**
  1. Gabriel Shweiri from Business Department stated that they are back to having no leadership; Dean has been redirected to another area and duties and faculty are having to depend on staff, with half their staff (1 of 2) out on leave; it's asked to direct comments to Dr. Lamb for administrative concerns and to faculty for program needs
    - He also announced upcoming event, Project Rise, April 22, 2023, Cruising for Higher Ed Event
    - Additionally, he announced the Expungement event, April 15, 2023; announcement and flyer attached in the bi-weekly Professional Development eblast
  2. Christina Axtell announced that Alpha Gamma Sigma and the History Department are teaming with the Thrive Center to hold a Period Drive on March 30, and are asking for donations of sanitary items for students.
  3. Louise Janus announced the new Associate Dean of DSPPS, Dr. Crystal Taylor.
  4. Amberly Chamberlain commented that the Theatre Department is continuing to have issues with the P Building receiving janitorial services during weekend productions - no trash cans getting emptied, no soap in the bathrooms and carpets not getting vacuumed; faculty had to buy soap for the bathrooms for upset patrons; gates are also not getting opened on Sundays, despite events being on the calendar, but Security is quick to respond to open them; email was sent to Shannon and he responded promptly saying he would take care of it, but this has been an ongoing problem
    - She also commented that her division is still having issues with part-time faculty being hired, with she and another full-timer having to be present for teachers who aren't cleared as of week 6.
    - Additionally, she commented on the burden that is being created by the large

increase of Dual Enrollment part-timers that are needing to have evaluations completed for her small department; also recommending that the evaluation for Dual Enrollment instructors be looked at by Senate to include an evaluation of the curriculum and not just of the instructor's abilities to ensure the courses are being taught at a college level.

## 5. Reports

### 1. ASG Report – Vice President Francisco Ramos

- Applications for positions are open until the end of the month; please inform students

## 6. Action Item

### 1. ACCJC Accreditation Practices (First Read) – Prof. Monica Zarske, Dr. Jeffrey Lamb, & Dr. Daniel Martinez

- This is the first time bringing this item to Senate; requesting faculty feedback; looking for people to participate on this report with their insight and feedback; direct any comments to [Monica Zarske](#) by March 24, 2023; see full presentation in materials

## 7. Informational Presentations

### 1. Safety & RAVE Alerts – Lt. Dave Waters

- This presentation will be pushed to another meeting.

### 2. PG Handbook Review – Prof. Kim Smith

- The committee is hoping to do an annual review of this handbook, continuing the work Dr. Fernando Ortiz started; looking for updates that are missing, particularly, newer taskforces and workgroups; committee wants to create a survey for committees to respond to on a yearly basis as to their awareness to college goals and accreditation standards; goal sheet also being worked on and coming soon; goal is to have a toolbox of aids (i.e., minutes template, etc.) and professional development included in the handbook

### 3. DE Presentation on State vs. SAC Requirements – Prof. Jaki King

- Dr. Marvin Gabut presented in Jaki King's absence; see presentation in materials
  - Waivers for having to have SAC's training were discussed; these may be in place for faculty in the Fall
- Gabriel Shweiri brought up concerns about how Title V for DSPS in terms of accessibility is dictating how regular effective contact has to be conducted in the classroom and not being left up to the prevue of the instructor
- Dr. Jeff Lamb commented that Title V doesn't dictate the distance education training faculty has to have, local does; Senate needs to help make this determination;
  - Training is being looked into as a non-credit training class, as well as paying for an employee to take the @One training
- Amberly Chamberlain and Benjamin Hager brought up the concern over synchronous teachers being required to have the complete OTC training and not a variation of it
- Sunsetting of the RIC will need to be determined at the next Senate meeting
- Faculty would like to see waivers being prioritized

### 4. Senate Officer Elections – Prof. Jennie Beltran

- Andrew Barrios presented in Jennie Beltran's Absence; nominations close on March 28 for the President position and April 18 for VPs and Historian, President voting will be held March 31-April 14, and April 21-April 28 for the other positions. A voter guide will be distributed to all faculty.
- Amberly Chamberlain added that Peer Mentoring Flex Credit will be added to the Gateway to offer hours to faculty leaving a leadership position to support new officers, chairs and coordinators in their transition to a new role. More information

on this to come.

- In line with leadership positions, Amberly Chamberlain asked Dr. Jeff Lamb to speak about the available Faculty Coordinator positions and the revision of duties to reduce some of their responsibilities, as newly hired directors and classified support are being hired to take on some of the tasks once assigned; positions will be posted in materials and emailed out to faculty soon.

## 8. Informational Reports

### 1. SCC Report – Prof. Tara Kubicka-Miller

- Claire Coyne presented in Tara's absence the top 5 topics from the joint retreat that SCC would like to focus on; see topics in materials
- She also acknowledged the newly tenured faculty in the room: Tiffany Heremans, Mike Bittner, Ann Cass, Jennifer McAdam, Nicole Patch and Jason Huskey

### 2. President – Prof. Jim Isbell

- Kinesiology might be losing some classes due to Lifelong Learning courses being taken away from the Community College's offerings.
- Flo Luppiani stated their department is looking at ways to rework curriculum/certificates to find avenues to keep some of the courses that could be lost.
- There is funding for Competency Based Education (CBE) if anyone is interested.
- The AR did get changed, but still hasn't been updated on website.
- The 175-days contract is still on hold, so a meeting still hasn't happened because of this anticipated lengthy hold.

(Ran out of time for the following reports. Any documentation or notes available, see below.)

### 3. Historian – Prof. Amberly Chamberlain

- Distinguished Faculty and Awards for Excellence event dates have been finalized. Claire Coyne will speak on April 25 & Kristen Robinson on April 27, both at 4:00pm with a reception following in the C (Arts) Building. Awards for Excellence will be held on May 22 at 1:00pm.

### 4. Curriculum – Prof. Claire Coyne

### 5. Faculty Professional Development – Prof. Amberly Chamberlain

### 6. Planning & Budget – Prof. Jorge Lopez

### 7. Facilities and Safety – Prof. Jason Huskey

- Benjamin Hager asked at the end of a safety officer in the room, since their presentation was pushed, about faculty not always getting notifications of crimes on campus. He stated that crimes are reported to administration and only some are sent out on blast.

### 8. Equity/Guided Pathways – Prof. Chantal Lamourelle

- See report: [https://docs.google.com/document/d/1nwulc-WIZ\\_1eA7XhHY7fNyDzv1EGjSan5vkBwv-7BB0/edit?usp=sharing](https://docs.google.com/document/d/1nwulc-WIZ_1eA7XhHY7fNyDzv1EGjSan5vkBwv-7BB0/edit?usp=sharing)
- Doodle Poll to sign-up for AB943 Application Review: <https://doodle.com/meeting/participate/id/az61PEya>

### 9. Intersectionality, Race, and Social Justice Advisory Group – Prof. Annie Knight

- The IRSJ Advisory Group would like to invite all faculty including our non-credit colleagues to participate in our meetings. We meet once a month. Our remaining meetings this semester would be held on April 12<sup>th</sup> and May 3<sup>rd</sup> at 3pm.
- The IRSJ Advisory Group is building the Courageous Leadership Institute and we are putting together the finishing touches on the effort. At this time, we are discussing culturally responsive pedagogy, fund transparency, and ideas for how money can be used.

- The IRSJ Advisory Group is working on recommending a clearer, more formalized process for ensuring proposed items get added to Academic Senate meeting agenda. Some suggestions include using an online form submitted to the Senate Historian, or even amending the ByLaws to reflect this important issue. We are currently researching these processes and will soon present a resolution to be voted on in the Academic Senate.
- Please feel free to reach out to our Advisory Group. You can email Prof. Annie Knight at: [knight\\_annie@sac.edu](mailto:knight_annie@sac.edu)

10. **Faculty Leadership & Engagement Workgroup** – Prof. Jennie Beltran

11. **Distance Education** – Representative or Marvin Gabut

12. **Human Resource Committee** – Prof. John Zarske

13. **Other: Outcomes/Assessment** – Representative  
SACTAC – Representative

9. **Announcements**

10. **Adjournment @ 3:31pm**

*Next Academic Senate Business Meeting:* Tuesday, March 28, 2023 from 1:30-3:30pm

***Highlighted Senate-Related Professional Development Opportunities:***

- **ASCCC 2023 Spring Plenary Session** | April 20 to 22, 2023 | <https://asccc.org/events/2023-spring-plenary-session>
- **See full list of external professional development opportunities:**  
[https://docs.google.com/document/d/1fdmj9sAQIRN9m\\_wBk3R8QYbB9gAgCVyV3C6xaLE6IHo/edit?usp=sharing](https://docs.google.com/document/d/1fdmj9sAQIRN9m_wBk3R8QYbB9gAgCVyV3C6xaLE6IHo/edit?usp=sharing)

10+1

(1) Curriculum including establishing prerequisites and placing courses within disciplines; (2) Degree and certificate requirements; (3) Grading policies; (4) Educational program development; (5) Standards or policies regarding student preparation and success; (6) District and college governance structures, as related to faculty roles; (7) Faculty roles and involvement in accreditation processes, including self-study and annual reports; (8) Policies for faculty professional development activities; (9) Processes for program review; (10) Processes for institutional planning and budget development; (11) Other academic and professional matters as mutually agreed upon between the governing board and the academic senate