

Santa Ana College Academic Senate Business Meeting



SANTA ANA
COLLEGE

Santa Ana College
Mission statement

Tuesday, March 8, 2022 • 1:30-3:30 p.m.

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

Meeting Location:

Join with Zoom

<https://cccconfer.zoom.us/j/99925560227>

Join by phone

(669) 900-6833

PIN: 96143047099#

ATTENDANCE

<u>Alejandro Moreno</u>	<u>Jarek Janio</u>
<u>Ali Kowsari</u>	<u>Jeff Lamb</u>
<u>Alyssa (ASL Interpreter)</u>	<u>Jennie Beltran</u>
<u>Amberly Chamberlain</u>	<u>Jennifer McAdam</u>
<u>Andrew Barrios</u>	<u>Jennifer Meloni</u>
<u>Andy Gonis</u>	<u>Jim Isbell</u>
<u>Ann Cass</u>	<u>Jodi Coffman-Counselor</u>
<u>Annette Bui</u>	<u>John Zarske</u>
<u>Annie Knight</u>	<u>Kelvin Leeds</u>
<u>ASL Interpreter - Liz</u>	<u>Leo Pastrana</u>
<u>Chantal Lamourelle</u>	<u>Leydi Ahumada</u>
<u>Cherylee Kushida</u>	<u>Luis Pedroza</u>
<u>Christina Axtell</u>	<u>Malika</u>
<u>Claire Coyne</u>	<u>Maria "Lupe" Estrada</u>
<u>Crystal Jenkins</u>	<u>Maria Aguilar Beltran</u>
<u>Dr. Merari Weber (she/her/ella)</u>	<u>Martha Guerrero-Phlaum</u>
<u>Dr. Rebecca Barnard</u>	<u>Matthew Bittner</u>
<u>Fernando Ortiz</u>	<u>Molly Colunga</u>
<u>Flo Luppani</u>	<u>Monica Zarske</u>
<u>Gabriel Shweiri</u>	<u>Nicole Patch</u>
<u>Heather Arazi</u>	<u>Quynh Mayer</u>
<u>James Rudd</u>	<u>Rebecca Vasquez Ortiz</u>

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



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<u>Reza Mirbeik</u>	<u>Stephanie Clark</u>
<u>Rick Corp</u>	<u>Susan Hoang</u>
<u>Roy</u>	<u>Tara Kubicka-Miller</u>
<u>Sarah Bennett</u>	<u>William Nguyen</u>
<u>Shane</u>	<u>Zachary Diamond</u>

AGENDA

1. **Call to Order** - Jim Isbell

Call to order at 1:31 p.m.

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

None

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

<https://sac.edu/President/AcademicSenate/SiteAssets/Pages/AY-2021-22-Meeting-Materials/2-22-22%20AS%20Business%20Meeting%20Minutes%20DRAFT.pdf>

Motion to approve/Alejandro

Second/Ali

All approved

4. **Public Comments**

John Zarske: I got involved with SAC Senate 20 years ago, 2 terms as president. I have several concerns about proposed changes to senate bylaws. Proposed President/VP structure. When I joined 20 years ago we had P/VP structure and here's why we changed it. 1. Current structure provides mentoring, training for the president for the first year. I was intimidated by jumping into president – felt good I could transition and get brought up to speed. I believe more faculty would consider it if they had a year to transition. Another reason we switched, we had someone stay in P and VP position – there was no turnover and no guarantee. Current proposal takes us one step backwards in no guarantee that VP will ever be president. Current allows for mentorship and fits with guiding principles to support more equity.

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Current proposal takes that away. Other concern is that elections are happening in even years. That means whole leadership can change at once. I believe it's in faculty's best interest to have continuity and have elections on odd and even years and not risk replacing all positions at once. Current system doesn't allow all positions to be vacated at once. Officers shall only. Not sure what problem is being fixed by this proposal. Both serve the benefit of faculty and other CCs have this setup. Not saying someone should always occupy positions in both orgs but it doesn't help us when we tie our hands. Keep elections open. Why tie our hands when there have been a historically low number of people willing to run? Recommend voting no so bylaw group can continue discussions and does not let history repeat itself or tie our hands on who can be elected.

Kelvin Leeds: Overwhelming majority think that 30-hour training for online live classes is sufficient and enabled people to become proficient instructors. I'm not sure how to get that discussion going but want to see what other departments think. Is the Math Dept the only one who thinks this way? If we're the only ones, great but if we're not I'd like to look into how we can change that and make RIT enough for online courses.

Claire: I want to acknowledge all the amazing women on International Women's Day. Thank you for all the amazing work you do!

5. **Reports**

- a. **ASG Report** - Vice President Elizabeth Rocha

Not present

- b. **SCC Report** – Prof. Tara Kubicka-Miller

Passed a couple of resolutions. One requesting A&R to extend due dates for EW without documentation for students (through Fall 2022). Guided Pathways Scale of Adoption to move forward.

6. **Academic Senate Racially Inclusive Workgroup**—Maria Aguilar *Second Reading*

Official new name: Intersectionality, Race and Social Justice Advisory Group

Incorporate language of 10+1 and also add # for footnote specific to resolution from AS passed in Spring 2021. Laison to state academic senate. This group is exclusively

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for faculty. At the heart of AS work we pay attention to needs around IDEA/DEIA. Want to make sure we can advise the AS on different issues. Examples added (Courageous Leaders Institute).

Those were the only changes that were made but want to take any questions and share priorities for this semester.

Talking about making recs to support AS officers to go to facilitation training to support them in this work. Asking for groups to be involved and have convos connected with Institutional Effectiveness Committee. Resources from Cathy O'Beare Training and disrupting microaggressions.

This is for us to become an official advisory group that permanently lives under AS

We modeled this from the DE advisory group, even took the draft language from them. Envision it as very similar: an advisory group to help with AS body that are specific with faculty. Another example is updating hiring prioritization form and do research, make comparisons and where else can we make recs to improve practices and processes. We have things that continue to come up that require more intentionality and folks who can do deeper research and make recs.

Sarah Bennett: Does the AS task the group to look into things or do they set their own agenda?

I see it going both ways. We can be assigned or there might be things we're seeing and we may also let our officers know. This is why in the by-laws recommending one of the officers is active lead or co-lead of advisory group so these things are constantly being integrated and consulted without separation.

Rebecca Barnard: How many people will serve on this committee? Length of time commitment or any faculty or only Senators?

When Roy got us together, he invited Senate and others so it's open to anyone interested in engaging this work and growing and being okay with uncomfortable conversations that will take place. Be here as long as you want to be here. Trying to formalize it and put another call out for those to join us.

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Cherylee: The DE advisory group has been a workgroup since its inception but this is the first we've been part of the agenda. As there are important things to share but I think it's a good conduit.

Jeff Lamb: Would be good to have a body review plenary resolutions, good function this committee could do. Make recommendations on state guidelines, regional equity work, board policy changes within 10+1. Could use it as a policy group in addition to campus culture and climate and other items.

Want consistent communication and visibility

Susan Hoang motioned to approve

Ali second

No objections

PASSES

SB will adjust Agenda for next meeting.

7. **By-laws Updates** - Prof. Stephanie Clark *Second Reading*

Task force has convened to address issues that have come up.

First point: asked about SCC-Senate liaison and whether they were part of the member senate and wanted to clarify they're a guest of our senate but not a member.

Question about officers. New revision we've reduced or eliminated participatory governance cochairs from executive team. The reason being we're proposing an expansion of elected officers. Looked at the handbook and there's more PG committees at higher level than there used to be. Looked like the executive committee was getting big and they'll still be invited but won't be official member.

Maria Aguilar Beltran: We wanted to make sure cochairs were also communicating with officers. Now with that structure we either have all the co-chairs be part of the exec team or we do it through this manner. We went with a strategy with this structure to make sure the officers being added could also support the work.

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William Nguyen: Wanted to add in some background on district committee it's usually equal representation between SAC and SCC. 2 faculty, one who knows technical and senate president. Proposing to have VP sitting on it as well, SCC doesn't have that. Do we want VP to represent the senate on fiscal matters on the district level?

Comment on form feedback stating that first and second VP is confusing because how would someone know responsibilities from first and second. Potential new names for officers.

First VP → VP of Culture and Engagement (committees, co-lead equity workgroup, president familiarity)

Second VP → VP of Community Operations (liaison with faculty co-chairs, help with annual updating of records, secretary)

Jim Isbell: I don't see DE on this first VP role. If we're going to put the other groups on there.

Susan: They could co-chair and/or serve on the committee. Similar language around DE would work.

Stephanie: Where should this language go? Under Second VP.

Jim: Should we have a Town Hall or a senate meeting where we just discuss this?

Maria: Why don't we read through everything and then we can pause for questions after.

Stephanie: I'll keep moving through here so everyone can get an idea of what we talked about. VP of Community Operations and added language serving as liaison for faculty co-chairs. Hoping it will alleviate participation for faculty governance co chairs. Invites for the executive team, getting items agendized, making sure it's brought to the senate. VP of Committee operations will be a member of one district committee appointed by president

Change of language: under historian, didn't have anything for record. They would record attendance, publish minutes, keep records. ADD "record and publish minutes"

Election of Academic Senate Officers:

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Someone was asking for a model where other college may have multiple VPs. ELAC has a first and second VP and it was their model we're using. We met with president with ELAC to talk about benefits of having these multiple VP positions.

Curriculum chair: proposed change to election was that CIC chair would be elected by faculty membership of CIC at the time. Elections are more transparent and set the precedent that more than one nominee or candidate can run in an election.

Qualifiers: change to language we are proposing is under qualifiers adding it's not required but offices are to prepare candidates to take office of president.

Proposing changes to election cycles. Even years instead of odd years would allow smoother transition to current bylaws and we wouldn't vote until next year. Allow us to support elections recruitment and all the positive community engagement activities we hope to have around elections.

Ali Kowsari: Release time current senator and treasurer get, is that getting split?

Stephanie: Executive team will determine how LHE is distributed.

Susan: There is LHE already split. So we're thinking of distributing workload.

Roy in chat: "The executive team will make a recommendation and present LHE distribution proposal for the next academic year no later than April. The final distribution of LHE will be voted/affirmed by the Senate."

William: Might deter people from running if they don't know what LHE is offered.

Stephanie: Clear outline of roles and responsibilities and LHE release time is included. That will all be provided. Another issue having elections this year, we'd have to sort all that out. I agree people do need to know that but it's clarified that it should be provided. There is an example of what distribution could be.

William: Want senate to know collective bargaining agreement that caps it 28-32. We keep coming up with new committees but pointing out we have more and more cochairs that need to be compensated. There's a problem there we have. I understand idea of equity and LHE but we are limited by how much LHE we get from us.

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Came up in public comments to clarify language. Added liaison position to improve union and senate communications and relationships.

Elections are general, officers elected by faculty body. CIC Chair who would instead be elected by CIC faculty membership. All procedures would be followed in alignment with our election guidelines.

We've heard a lot of concerns if nobody runs or no nominees or candidates so we added language for a contingency plan. If no nominees, the position may be filled through a special election by Senate after a nomination period.

Clarifying language for what is junior or senior senator. We're not tacking senate divisions. Duties of senators we added responsibilities.

Under executive team, proposal came in for faculty advocate position and maybe wanted that to be a discussion on the floor. We'll revisit but that was proposed.

Requesting agenda items same as requesting a resolution.

Rebecca Vasquez Ortiz: I wanted to speak for a moment being a part of the bylaws revision task force and thank Jim and Roy for this process. Extend my gratitude for leadership for engaging in this process and examining what we're doing here because I think it helps us set a precedent with bylaws revision. It was a lot of work and many hours and wanted to say along with that I've asked each voting senators that revising the by-laws is a difficult task and it has to happen regularly, on a 2-year basis. As you vote today, reflect on that, this is no vote for eternity. Stephanie made reference to one section we will work on. It doesn't have to be perfect, it's an ongoing process, it's dynamic, things may need to shift based on whatever. Would like to ask each of you to reflect on what it means for us as a campus when we have a lack of candidates on the ballot. How can we interrogate the lack of faculty but shift it? I challenge you to think that our historical processes aren't serving us the way they could be at SAC. Thank Amberly to bring Dr. Stroud to speak to us. Administration and leadership compared to what our community looks like. How can we get a more representative and reflective leadership team going and plant seeds and allow it to continue? Thank you for allowing me to speak today and consider the work of this group and consider voting yes today.

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Quynh Mayer: Lot of language going around and need a clarification. Is this proposal for the first VP to be changed into Cultural and Engagement Officer and second to be Community Operations officer.

Stephanie: Trying to eliminate hierarchy. Proposing vice president titles.

Quynh: With the current proposal which I get in a way but it doesn't feel connected to the actual president and it's its own small division using the terms VP of community and engagement. What was the thought process on making VP versus officer?

Maria: Wanted to make sure we kept the importance of the roles but not perpetuate the hierarchy.

Rebecca: Looking to challenge the status quo with hierarchy. We have a president running AS and guiding the executive team and idea became how could we create spaces, especially for POC to come in and be active parts of AS and see themselves as training and advancing to eventually if they prefer to take a few positions before they're ready. As opposed to being subordinates or officers. A VP allows POC to build on their academic resume and step into spaces traditionally occupied by specific types of power. Leading from the middle means you allow multiple positions to cultivate their own leadership skills as opposed to taking huge steps on a ladder. Being more inclusive to different types of leadership styles. Creating value in work in supporting positions so people think they can grow their sense of belonging and have what they need to.

Molly Colunga: I understand contingency if no one runs for president but what if no one stands up for other roles? Is there something to allow for that?

Stephanie: We are proposing a faculty engagement and leadership task force, solicitation of officers and distributing election ballots. Develop a taskforce to encourage faculty. I hope with changes in our guiding principles. Adding more committees you can view as more work you can view it as better work. Instead of silos which we're used to, committees and workgroups and taskforces are collaborative and allow us to share work more effectively.

Amberly: In light of some of the comments being made, I'd like to make a motion to table it this round so we can have further discussion.

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Motion/Amberly

Second by Christina

Monica: Based on the conversation at the beginning, the best thing would be to bring document down in final form so all those who are voting can see the final document that's what they're voting on and everything that would need to be amended needs to be discussed.

Rebecca: Could you speak to the idea of how some documents might be voted on without final form but this one is being held?

Monica: At beginning of the meeting, this was discussed that it might not be second reading. Sometimes a document has been fluid. This is voting, creating positions that need to be implemented right away. At beginning of this meeting, it was highlighted that because of all the discussion taking place it would be postponed to a future meeting. This would happen to any document. If people wanted to make changes. Through the discussion things have been edited but not agreed upon. Faculty might want to look at it. A motion has been made and seconded by the body.

Amberly: I amend my motion to table discussion until a Town Hall..

Rebecca: What are those processes before you silence and stop something. I want to know.

Stephanie: Can it be discussed in the next senate meeting?

Jim: This is all we should do next meeting. I am not trying to silence anybody.

Jennifer Meloni: These are bylaws that immediately go into effect. I would vote no I don't feel like we're ready to take a vote. I'd want to take it back to my division so I'm not silencing people in my area. We're changing things and I want everyone to know.

Luis Pedroza: I don't think we've ever had a Town Hall meeting. To me I heard it as a word I interpreted it as "we need more time." An entire senate meeting dedicated to something as big as this would make sense.

Susan: I'm wondering procedurally we're going to have some interesting discussions. Heard a lot of people make arguments to keep current bylaws. Will those same

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people come with specific amendments they want to make. Bring suggestions ahead of time to bring to the group.

Claire: I'm not a voting member, speaking as CIC chair but I am feeling there is frustration that there's been a lot of work and time and effort into this document. I've been here 16 years never been updated. I can see where people want further discussion and others are ready to move forward. To mirror what Rebecca is saying and I think we all do. It is a big change with big change there is a need for more caution. If I'm silencing I don't mean to I apologize. But if a majority wants to move forward with tabling then that's the will of the senate. I was not feeling a positive vibe in the room and wanted to break that.

Kelvin: I'm confused saying we haven't done it before why are we doing it now? Why not try new things?

Merari: I'm starting to learn about senate and talking about bylaws needing to be looked at every 4 years. Wondering last time it was done. I think this is the third time we're discussing these changes so can we vote already? If we vote on it, are we stuck with it for the next 16 years? This was thoughtfully done and questions that have been posed have been answered. When do we go into action? We can get stuck in the thinking and not into movement.

POLL LAUNCHED

1. Tabling the second reading of bylaws to next AS Business meeting (Single Choice) *

25/25 (100%) answered

Aye (19/25) 76%

Nay (6/25) 24%

[+ SAC AS Voting log Spring 2022](#)

Please take this back to your constituents and be ready to present your department's voices. What can we come back with to make these all turn to yeses?

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8. **2022 Elections Updates**- Prof. Stephanie Clark *Informational*

If bylaws pass, we would be forming a faculty taskforce that would help with pulling all positions and clarifying all positions. The update is for clarity and transparency. Proposed changes based on feedback is elections happening in odd years rather than even not to disrupt anything. If bylaws pass, there would be a convo about the transition with secretary and letting people stay on.

- a. Timelines and differences between old and new by-laws

9. **Reports:**

- a. **President** – Jim Isbell

- i. AB705

- b. **Secretary/Treasurer** - Prof. Sarah Bennett

- i. Awards for Excellence update

26 nominations

Email myself or Stephanie or Louise if you're interested in being part of the selection committees for Profiles of Excellence.

- c. **Curriculum** – Claire Coyne

Curriculum Report will be added to Meeting Materials on Senate website.

Information from that report: Curriculum and Instruction Handbook Workgroup: Looking for interested faculty to participate in updating the CIC Handbook. Last update was in 2014. Anyone with experience on CIC or is interested in learning more about CIC is welcome! Workgroup will be updating processes and procedures related to curriculum review and approval. Vice Chair Kristen Robinson will be leading this workgroup. Email your interest to robinson_kristen@sac.edu

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

None

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

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Not present

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

I sent an email but flex obligations and our events we have coming up. Online Teaching Conference. We lost our classified support so I'm behind getting events put in. Keep communications going and with speaker events I'll work as best I can to get them up. We've missed the docket to get someone in.

g. **SACTAC** – Prof. Luis Pedroza

\$1.7 million refresh plan for 5 year computer replacement program. Library is seeing more in-person this semester. Student Help Desk loaned out 300 laptops and utilized mobile hotspots.

Website redesign is delayed but progressing. Similar functionality. SAC is doing well from OEI according to DE reports.

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

Participated in a statewide webinar last week about developing the Equity Institute. Asked to present at a March 16 conference we'll be talking about how to change a culture. All the things we're doing to advocate towards equity.

Don't want to separate Equity and Guided Pathways.

i. **Distance Education**- Prof. Cherylee Kushida

Online Degree Pathways - added some new pathways: Business Administration, Liberal Arts, Psychology, Sociology, Communication Studies and Political Science

Student Support Center on the left dashboard for student view. Students live on Canvas and how have access to all the centers.

Michelle Kimmel decided to do this for Child Development. Created a module, put it out in the commons area so all adjuncts can have access to department-wide modules. We can help you in DE to create course shell.

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

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Santa Ana College
Mission statement

Tuesday, March 8, 2022 • 1:30-3:30 p.m.

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

Happy to report that College Council approved all our ILO statements that have been approved by College Council.

10. Announcements

Amberly: First theatre dual enrollment with Mater Dei this weekend on 7. Thurs-Sunday.

11. Adjournment

3:27 p.m.

Next Academic Senate Business Meeting:

Tuesday, March 22, 2022 from 1:30-3:30 p.m.

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