



ACADEMIC SENATE

SANTA ANA COLLEGE MISSION STATEMENT

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

**Academic Senate Business Meeting
Minutes**

Attendee Name	User Email	Attendee Name	User Email
Stephanie Clark	clark_stephanie@sac.edu	Gregory Gonzales	
Theodore Moreno		Leo Pastrana	pastrana_leo@sac.edu
rs71697		Jarek Janio	janio_jarek@sac.edu
Ben Hager	hager_benjamin@sac.edu	Ana Meckes	Meckes_Ana@sac.edu
Susan Hoang	hoang_susan@sac.edu	Maria Aguilar Beltran	beltran_maria@sac.edu
Monica Zarske	zarske_monica@sac.edu	Brian Sos	sos_brian@sac.edu
Paula Canzona	canzona_paula@sac.edu	Steve Bautista	bautista_steve@sac.edu
Gabriel Shweiri		Flo Luppani	Luppani_Flo@sac.edu
Maria Estrada	estrada_maria@sac.edu	Christina Resendiz	cresendiz@waymakersoc.org
Jorge Lopez	Lopez_Jorge1@sac.edu	rm12345	
jodi		Mary Huebsch	huebsch_mary@sac.edu
Dawn McKenna-Sallade	Mckenna_Dawn@sac.edu	Chantal Lamourelle	
Jennifer Meloni	Meloni_Jennifer@sac.edu	Reyna Cummings	cummings_reyna@sac.edu
Jeff Lamb	lamb_jeffrey@sac.edu	Megan Lange	lange_megan@sac.edu
Roy		Mark Liang	Liang_Mark@sac.edu
Alejandro Moreno		Jaki King	king_jaki@sac.edu
Suanne Oh	oh_suanne@sac.edu	Louise Janus	janus_louise@sac.edu
Fernando Ortiz	ortiz_fernando@sac.edu	William Nguyen	
Joshua Mandir	mandir_joshua@sac.edu	Prof. Nguyen	
Cherylee Kushida	kushida_cherylee@sac.edu	Cathryn Pierce	pierce_cathryn@sac.edu

Brewster Swanlund	Swanlund_Brewster@sac.edu	Javier Galvan	galvan_javier@sac.edu
Mary Mettler	mettler_mary@sccollege.edu	Crystal Jenkins	jenkins_crystal@sac.edu
Ali Kowsari	kowsari_ali@sac.edu	REY	
Luis Pedroza		Michael Buechler	Buechler_Michael@sac.edu
Mohammadreza mirbeik Sabzevary	sabzevary_mohammadreza@sac.edu	Roy Shahbazian	shahbazian_roy@sac.edu
Thu		James Kennedy	kennedy_james@sac.edu
1714#####		1714#####	
Zachary Diamond	Diamond_Zachary@sac.edu	Rebecca Ortiz	Ortiz_Rebecca@sac.edu
sara valencia			
Rebecca Ortiz			

Date: **Tuesday, April 14, 2020**
Time: **1:30-3:30p**
Location: **Zoom location**

1. **Call to Order** – 1:34p Roy Shahbazian called the meeting to order.
2. **Approval of Additions or Corrections to Agenda** – approved without changes.
3. **Approval of 3/24 Minutes** – Luis Pedroza moved to approve; Maria Estrada seconded. Approved without changes.
4. **Reports:**
 - a. ASG – Sara Valencia
 1. 100% Smoke Free Campus
 2. Resolution shared from ASG
 3. Smoke free campus policy which includes but is not limited to nicotine.
 4. SCC’s ASG also has a resolution, as well as their AS have passed a resolution on this matter.
 5. Requesting the Academic Senate support and develop a resolution to align with this proposal.
 6. Brian Sos asked the students if they clarified the definition of campus, nothing in the resolution clarifies parking lots.
 7. Teddy Moreno shared that campuses include parking lots will have to be a campus decision.
 - b. SCC – Mary Mettler
 1. Continued conversation around remote instruction effective practices, received much kick-back on this item.
 2. For right now a lot of topics generated will simply reside on our website. Does not look like a formal resolution will be approved.

3. Another area has to do with Summer session. Are we going online? Do instructors require training, or can we choose TRI? No final decisions made.

5. Discussion: Format for Summer 2020 Classes (Dr. Lamb)

- a. Item requested to begin at 1:50p
- b. Dr. Lamb shared that there are a couple of options regarding our Summer term.
 1. Attended a state-wide meeting about this, included ASCCC.
 2. The most predictable option is to offer online courses because the college and the students would know what they were getting themselves into.
 3. Many Chairs offered that the remote instructions have continued, so we are exploring TRI and who is delivering synchronous vs asynchronous. This matters. The concept of this TRI has its own definition without being fully defined.
 4. Dr. Lamb asked Cherylee to connect with DE committee to define what TRI actually is, define it and inform students as clearly as possible what this experience will be.
 5. How are we defining this?
 6. It is the best option to offer Online only, because it is the most clearly defined for students. If we are offering something different that needs to be defined.
 7. Want students to know exactly what they are going to get.
 8. Could look at students that are 'near completers' or those that have ed plans that need a course, there will be a group of students that have begun a course and then dropped it.
 9. As far as the Chancellor's office, accrediting commission and State Senate are concerned, they view online as online, whether it is remote or not, and these methods of delivery need to have the same expectations. We will have to submit a substantive change to the Accreditation Commission, what is called remote is actually considered online. We need to prove that we have a plan in place for this type of delivery.
 10. Asking Senate to take on the issue of Remote Asynchronous/Synchronous and how we are making sure faculty are prepared to deliver this way.
 11. Schedule for Summer has not been changed but is actively being reviewed and will be modified to meet student needs for the Summer.
- c. Jorge Lopez is concerned there are universities that will not accept certain labs that are not face-to-face.
- d. Ben Hager has a comment, fully online is what we consider best for our students because it is predictable, but he finds it problematic to limiting it to only online. He thinks we should have more student interaction, which is a positive for students.
- e. Dr. Lamb, shared that asynchronous works just fine for certain courses but some courses with embedded support like synchronous.
- f. William Nguyen sees that there are logistics about making this clear to the students, but perhaps we could separate some of these things out. Academic integrity is always good to talk about. Sciences are worried about transferring some of these labs without face-to-face. Trying to clarify how these rules apply, somewhat complicated.

- g. Roy shared that there are issues shared with the survey, these included individual access for students or giving exams for finals.
- h. Rebecca wanted to share a comment, while synchronous has a strength, she has a lot of students in the 'helping' fields. So synchronous is taxing right now, but we should keep in mind there will be pockets of students who find that format burdensome.
- i. Dr. Lamb shared that faculty don't want this information used as part of an evaluative process. That's not the intent, they (admin) are trying to figure out what type of training they can design and how-to best assist faculty and to be more effective and support students in the learning process. They just want to understand what's happening across campus.

6. Action Item: Pass/No Pass for Spring 2020 and Beyond (Roy Shahbazian)

- a. Roy's Pass/No Pass proposal was shared on screen
- b. Suspending the 30% Rule
- c. Robert Manson shared that changing grades after the semester ends is problematic.
- d. Teddy feels a decision through June 30th makes sense. 1st week of June is when classes end with grades mid-June. Many students UCs, CSUs, want to know their grades.
- e. Discussion around EW vs P/NP
- f. If a student does not pass, they do have an EW option.
- g. Excused withdrawal must withdraw at end of semester.
- h. Mark gave an example of why EW exists: if a student is subject of immigration action, the student couldn't withdraw because of this unexpected action in their life and so they can come back and petition for EW.
- i. Steve Bautista corrected Mark about typical scenarios. Steve feels this isn't a typical scenario and the Chancellor's memo offers more flexibility & we should consider maximum flexibility.
- j. Mark shared that students can petition without documentation for an EW this next year.
- k. Steve shared that counselors will support P/NP for all courses and dropping minimum of P/NP. Do not support NP for "D".
- l. Ben Hager shared that he doesn't think it's a problem to declare P/NP after the end of the semester. He's in favor of extending deadline.
- m. Rebecca Ortiz has a question about 8-week courses. Roy doesn't want to address this at this time.
- n. Luis Pedroza, in support of this because things are so unexpected.
- o. Jen Meloni asked if P/NP could be like EW?
- p. Robert Manson shared that these grades might impact students who are on the cusp... need to avoid redundant behaviors – really should have a deadline right before or right after semester ends.
- q. Mark shared that the week after the term ends A&R runs the grades. Two weeks after the term ends requires a 'Grade Change'.

- r. Dr. Lamb expressed concern about being too flexible, should students be able to see final grade & then change it.
- s. Teddy thinks of EW as a reverse of a W. For instance, EW is for a student that stops attending. It is a withdrawal, they didn't continue. In P/NP, the student earned a grade.
- t. Students are facing situations that are unexpected.
- u. June 18th, Roy Shahbazian is proposing, Luis moves to approve proposal for June 18th. Megan Lange seconded.
- v. Jen Meloni wants more discussion, asking how does this impact faculty submitting grades?
- w. Roy thought exams would be given June 3rd/4th through June 7th. He feels June 7th is a messy date because not all students know their grades but some will. Monica wants to know how this will look in practice. Roy shared that A&R has the technology to change a letter grade to a P/NP.
- x. Ben asked about addressing this policy. Where does this proposal go after Academic Senate? Most likely to FARSCCD and VPs.
- y. Maria Estrada motioned to amend the proposal date to June 25th. Luis Pedroza seconded. Discussion opened for this amendment.
- z. Mark asked, after grades are due, what difference is it if it's one, two or three weeks?
- aa. Vote for amendment began. Amendment passed with 9 'yes' votes, 8 'no' votes and 3 abstentions.
- bb. Voting for proposal began, to include with June 25th amendment. Proposal passed.

7. Discussion: (First Reading): Section-Level Remote Instruction Plans: Questions to consider when planning for remote instruction (Cherylee Kushida)

- a. Cherylee presented a DE advisory issue, what would remote preparation look like for faculty.
- b. Online certified faculty could work with Dean re: syllabus. Clarify that faculty are offering alternative delivery methods and share their TRI plans.
- c. Clarity is critical.

8. Public Comments (Three-minute time limit)

- a. Teddy Moreno wants the Academic Senate to be more proactive in making this a non-smoking campus. Important to make entire campus smoke-free, can't do this without Academic Senate.
- b. Susan Hoang shared that it is national poetry week. She shared the link in the chat. They will post poetry submissions to their IG account, email jaki_king@sac.edu.

9. Reports:

- a. President – Roy Shahbazian
 - 1. Roy shared the Vision Resource Center link and ASCCC.org . There are weekly updated from Chancellor Oakley, consider joined to know what is coming from the state.
 - 2. Fosmire Scholarship, please consider donating.
 - 3. Enrollments, there were 200 sections cancelled in Spring.
 - 4. CAREZAC going to student aid at Santa Ana College & reimbursed college cessation – encouraging students to stop smoking.

- b. Secretary/Treasurer – Stephanie Clark
 - 1. Elections Reminder – Senate elections are upon us.
- c. Curriculum – Brian Sos
 - 1. PLOs and units. These are going through the tech committee, non-substantial changes.
 - 2. Updates now are going to be in 21-22 catalog. If you are thinking about a DE form, that needs to be approved one semester before offering it online.
 - 3. Cherylee chimed in that the DE addendums are being written by people that may not know DE. Please work with someone who is certified.
- d. Planning & Budget – William Nguyen
 - 1. TRI needs & new expenses will be delivered before next meeting.
- e. Facilities – Marty Rudd – no report.
- f. SACTAC – Susan Hoang
 - 1. Information sharing & technology shout out to ITS & DE, appreciate them making sure infrastructure is working. Shared DE link for virtual student support.
 - 2. Reminded everyone of zoom bombing, follow ITS's guidance.
- g. Guided Pathways – Stephanie Clark
 - 1. Student Success Forum: Meet the Pilot Success Team, May 8th
- h. Accreditation Report – Monica Zarske
 - 1. Stephanie Clark reported on behalf of Monica that Accreditation timeline has not changed, and they do need some more volunteers to assist with accreditation work. Please contact Monica if you'd like to volunteer.
- i. Outcomes Assessment – Jarek Janio – no report.
- j. Student Success & Equity – Maria Aguilar Beltran – no report.
- k. Basic Skills/Faculty Development – Mary Huebsch – no report.
 - 1. ASCCC Academic Area Discussions are online, small groups of 15, consider attending.

10. **Adjournment** – 4:25pm by Roy Shahbazian



Pass / No Pass Proposal of the Academic Senate of Santa Ana College

The Academic Senate of Santa Ana College adopted the following temporary modifications to the Catalog section titled “PASS/NO PASS”

1. Allow students to file for P/NP until June 25th, 2020 for the Spring 2020 term.
2. Units taken as P/NP in Spring and Summer 2020 are not limited by the per-semester maximum nor count toward the per-degree maximum included in the Catalog and AR4232.
3. Allow students to take major courses as P/NP in Spring and Summer 2020. Before approving P/NP petitions, counselors will advise students about varying policies regarding P/NP from the UC and CSU, scholarships, graduate schools and for international students.
4. For Associate Degrees, units earned at another regionally accredited college or university on a Pass/No Pass basis during Winter, Spring and Summer 2020 will be counted toward the Santa Ana College degree requirements and will not count toward the limit in the Catalog and AR4232.

The items above shall supersede corresponding rules and guidelines in the Catalog and AR4232.