



ACADEMIC SENATE

SANTA ANA COLLEGE MISSION STATEMENT

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

**Academic Senate Business Meeting
Minutes**

| Name (Original Name) | User Email | Name (Original Name) | User Email |
|----------------------|---------------------------|------------------------|--------------------------------|
| Stephanie Clark* | clark_stephanie@sac.edu | Michael Taylor | taylor_michael2@sac.edu |
| Rebecca Ortiz | ortiz_rebecca@sac.edu | Suanne Oh | oh_suanne@sac.edu |
| Alejandro Moreno | moreno_alejandro@sac.edu | Reza Mirbeik | sabzevary_mohammadreza@sac.edu |
| Randy Scott | scott_randy@sccollege.edu | Annie Knight (she/her) | knight_annie@sac.edu |
| Gabe Shweiri | | Dawn McKenna-Sallade | mckenna_dawn@sac.edu |
| Joshua Mandir | mandir_joshua@sac.edu | Adriana Ramirez | |
| Charles Ramshaw | ramshaw_charles@sac.edu | Molly Colunga | |
| Quynh Mayer | | conorhiggins | |
| David Roper | roper_david@sac.edu | Fernando Ortiz | ortiz_fernando@sac.edu |
| Kelvin Leeds | leeds_kelvin@sac.edu | Jennifer Meloni | meloni_jennifer@sac.edu |
| Reyna's iphone | | Leo Pastrana | pastrana_leo@sac.edu |
| michelle vasquez | | Ali Kowsari | kowsari_ali@sac.edu |
| William Nguyen* | nguyen_william@sac.edu | Cherylee Kushida | kushida_cherylee@sac.edu |
| Roy Shahbazian* | | Javier Galvan | galvan_javier@sac.edu |
| Tiffany Heremans | tiffanyhasac@gmail.com | Maria "Lupe" Estrada | |
| William Nguyen | | Michelle Vasquez | healthskinutrition@gmail.com |
| Andrew Barrios | barrios_andrew@sac.edu | Marty Rudd* | rudd_james@sac.edu |
| Luis Pedroza | | soriano_irene's iPad | |
| Jodi Coffman | coffman_jodi@sac.edu | Heather Arazi | arazi_heather@sac.edu |
| Jim Isbell* | | 1424##### | |
| | | Jeff Lamb | lamb_jeffrey@sac.edu |

Date: **Tuesday, August 11th, 2020**
Time: **1:30-3:30p**
Location: **Zoom Webinar Location**

Meeting Registration: [CLICK HERE TO REGISTER.](#)

After registering, you will receive a confirmation message containing information about joining the meeting.

Business Agenda:

1. Call to Order

- a. Roy Shahbazian called the meeting to order at 1:33pm.

2. Public Comments

- a. Michael Taylor, Digital Media, from Video/Communications. Name change officially. Frustrations with getting announcements done. TELV, now DM.
- b. Kelvin from Math. Higher ed recommendations. Pg 19 on documents, activities. Specific guidelines on what's allowed and what's not allowed. Parameters of what was put forth.
- c. Ali Kowsari, meeting today officially launched the Success Teams today. Got the chance to talk to the faculty leads, counselors and coaches. Encourages everyone to get to know their Success Team member, will help students guide and find classes. Teams are here to help you, coaches, faculty leads and counselors.

3. Approval of Additions or Corrections to Agenda

- a. Approval of Agenda, agenda approved without comment.

4. Approval of 7/14 Minutes

- a. Approval of July Minutes, Luis Pedroza moved to approve & Maria Estrada seconded, approved without objection or changes.

5. Safety Protocols for Classes with In-person Meetings (RTW) – William Nguyen

a. Overview of Sections Offered

1. Presented the RTW plan which is in the process of being updated.
2. Please see the document, as William walked through the entire document.
3. If you are teaching f2f, communication with your Department Chair and/or Dean to get informed.
4. Protocol in place to deal with different situations. Confidentiality is important.
5. Approx. 130 f2f sections

b. Syllabus Statement (Action Item)

1. Workgroup will come up with syllabus statement which will be included in syllabus so that the content is consistent.
2. Includes language for self-check at home and hygiene, re-emphasize need for students to stay home if sick.
3. EW/PnP deadlines are included.

c. Attendance

1. Asking faculty to utilize Canvas attendance tool to assist with tracking.

d. Screening and Temperatures

1. Up to individual instructor to decide, let Chair, Dean and students know on your syllabus. If you do temperature check, you'll have to check temperature of every student in the class that shows up.
2. Only touchless thermometers. 100.4 or higher. Can recheck after 5 minutes, if they still have a temperature they can go home.
3. Shared additional notes related to RTW.
4. Covid-19 suspected and Covid-19 confirmed are different scenarios. As faculty you only need to notify department Chair and Dean.

e. Alternative Assignments

f. District RTW for Instructional Spaces

1. Classrooms will be deep cleaned by custodians at end of day.
2. Computers cleaned after each use.

g. Comments:

1. Josh Mandir – they will be doing a walkthrough of the science building.
2. Leo Pastrana – Asking that students will have to make appointments for using campus resources.
3. Marty Rudd - shared that if you need supplies, you need to get with the Dean and requests must be sent through Bart's office.
4. Roy thanked William for his work on this RTW protocols.

6. **Title 9 Sexual Harassment** – HR Representative or Roy Shahbazian

a. BP 5500 – [Standards of Student Conduct](#)

1. Federal changes in how Title 9 must be implemented.
2. District has responded by making a new policy.
3. Changes to the standards of misconduct that make clear what is not allowed as well as repercussions to misconduct. Includes withholding diploma and revoking degree.

b. AR 3425 – Title IX Sexual Harassment (NEW)

1. Talks about authority, title IX officer, reporting, for district and USDE for Civil Rights. Standards of proof. Standards of proof. Defining terms of parties involved in dispute like this. Definitions of what sexual harassment means. Resolution process.

c. \$100k Cost

1. This is for staff changes to address services required with these new Title IX changes.

- d. Comments – revisited the Covid-19 guidelines. Some restrictions based on indoor gatherings. Kelvin would like to understand how we will be responding to these guidelines. Roy shared that they will look into this to see how it relates. July 6 memo from the CCCO, exemption from essential workers.

7. Reports:

a. President – Roy Shahbazian

1. New faculty in Physics, Nursing and English.
2. Thank you to hiring committees to move quickly. This paid off.
3. Josh Mandir shared that this is because these committees pushed back against what HR wanted.
4. CDPH guidelines
5. RSCCD Diversity Initiative
6. Supplemental Retirement Plan
 1. Goal of 81 retirements
 2. Apply by August 28th.
 3. Luis Pedroza asked if they can replace the retirees, Roy shared that we may not replace retirees, as this plan is in place to reduce district cost for full-time faculty salaries.
 4. Related to FON, there is a lot of budget cuts, and therefore the state is cutting funding to community colleges. Our district is no longer getting COLA, the FON is being deferred so are not required to meet FON and taking advantage of this to offer retirement so we have savings at the moment. Reduce revenue and IOUs to get money next year, this will save right now and replace this year with part-timers. No plans to hire this year. Eventually catch up, when depends on our financial picture and when the state brings back the FON.
7. RIC
8. AB1759 – related to injuries related to Covid-19
9. Covid-19 testing at SAC
 1. Partnership with local medical service (MEDICA?). Starts August 24th, first week of instruction.
10. New Board Committee on Institutional Effectiveness
11. Start developing proposal for Spring schedule. Hopefully this time the district will delegate to campuses to make these decisions. District would like us to consider our enrollment.
12. SSSCC Listening Session August 21 at noon. Studentsenateccc.org - August newsletter

b. Secretary/Treasurer – Stephanie Clark

1. Senate Site Updated – roster and calendar up

c. Curriculum – Brian Sos – no report

d. Planning & Budget – William Nguyen

1. P & B Report presented.
2. Hold harmless funding but don't get COLA.
3. Currently we are 'under-producing'.
4. Can use 18-19 data in lieu of 19-20 for Supplemental and Success metrics.
5. FON deferred until further notice.
6. IOUs.
7. 14 full time positions will be defunded at SAC in FY20/21. Plan to bring these back in 21/22.
8. Non-resident tuition revenue is assumed to be lowered by 50% or approx. 1.7 million.
9. SAC adopted budget to be presented in September.

e. Facilities – Marty Rudd – no report. Get with Dean about walkthroughs and setting up your spaces.

f. Faculty Professional Development – Maria Aguilar Beltran & Stephanie Clark

1. Kevin Kumashiro keynote speaker for convocation
2. Learning & Engagement Team plans

g. Student Success & Equity – Maria Aguilar Beltran -

h. SACTAC – Susan Hoang

1. SACTAC meeting agenda for the Fall has been set:

1. August 27
2. Sept. 24
3. Oct. 22
4. Nov. 19

2. Also, faculty should refer to Maria de la Cruz's email today if they have students with technology equipment needs. Laptop checkout is available on an appointment basis. This is through the Digital Dons Laptop Loan Program Distribution.

i. Guided Pathways – Stephanie Clark

1. Success Teams Launch – met today and will be presenting to Students at SAC Day.
2. Mapping – identifying process for sustainability and annual review.
3. Starfish – will be used for early alert this fall.
4. GP Communication will include an announcement for students related to SAC Day and resources, etc.

j. Accreditation Report – Monica Zarske

1. Dr. Ortiz gave report in Monica's absence, standard groups in process of bringing evidence to narratives. It's moving along, it's not too late to get involved.

2. Perfect world, second draft complete by end of fall. Report is due in August 2021. This must be approved by the Board.

k. Outcomes Assessment – Jarek Janio – no report.

l. SCC Report – Randy Scott

1. Thanked William for his work on budget and RTW plan. No other updates.

8. Announcements

a. Senate Retreat – There will be a presentation on culturally responsive curriculum design – Michelle Velazquez Bean on Culturally-responsive Teaching.

b. Another speaker on faculty diversification, Luke Lara, AS President at Mira Costa college on faculty diversification.

9. Adjournment - 3:07 pm

DRAFT