



SANTA ANA COLLEGE MISSION STATEMENT

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

**Academic Senate
Business Meeting Agenda**

Name		Name	
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Date: **Tuesday, October 13th, 2020**
Time: **1:30-3:30pm**
Location: **Zoom Location**

Meeting Location: <https://cccconfer.zoom.us/j/96274327789>

Agenda:

- 1. Call to Order** – Roy Shahbazian
- 2. Approval of Additions or Corrections to Agenda**
- 3. Approval of Additions or Corrections to 9/22**
- 4. Public Comments** (3 minute limit)
 - a. Jorge made a comment about a student with COvid-19 and the rumor mill informing other faculty of this infection.
 - b. Rebecca Ortiz, thanked Jorge for bringing the issue up. Rebecca would like to have Martha earlier in the agenda. Roy and Martha agreed.
 - c. Luis Pedroza is wondering if we could comment on Jorge’s comment.
- 5. Reports (change of order for this and future agendas)**
 - a. ASG – Martha Uriarte – part of her function is to schedule the executive and judicial meetings, communicate with SAC and SCC students via email and social media.
 - 1.They are happy to spread the word about initiatives.
 - 2.Smoke free campus committee, it is their goal to have a smoke free campus, as a resolution starting Spring 2021.
 - 3.Asking faculty to share a survey to see the percentage of students who would like to support this initiative.
 - 4.Thank you to faculty who spread the word about ASG current events.
 - 5.Thank you to DSPS and Psychology department for sending current updates on events and workshops. They are happy to share these items with other departments and faculty.
 - 6.Roy asked about the State Student Senate Action plan on anti-racism, Martha will look into this information.
 - b. SCC – Randy Scott
 - 1.Last Tuesday SCC’s Senate edited and finalized a campus-wide equity statement.

“Santiago CC is proud to provide a safe and inclusive environment that promotes and establishes respect and dignity, identifies and eliminates

barriers to learning, and creates and encourages equitable outcomes for all students. It is a college community enriched and strengthened by individuals with different ideas, values, beliefs, experiences, and identities.”

2. Large amount of time discussing returning and face-to-face.

3. Exploring remote blended and remote hybrid, this is an ongoing discussion.

4. Roy is wondering who is offering remote-blended here at Santa Ana and asked Randy to stick around.

6. Update on DM & Art CIC item – Michael Taylor & Stephanie Clark

a. Met with CIC yesterday, there wasn't a vote.

b. Not a lot of space to discuss change.

c. Have determined management of courses and degrees.

d. Determining Graphic Design AA home.

e. Roy asked Michael to summarize a meeting that occurred since the last Senate meeting. Michael shared that the programs and courses' alignment into Digital Media are decided.

f. Michael shared that there appears to be a lot of minutiae, no ADT or C-IDs so is more about management.

g. No matter what happens, whatever CIC votes on we will agree to.

h. Roy feels lots of work and progress has been done to the credit of the Chairs and Stephanie Clark. He appreciates everyone's attitude to get to resolution.

i. Maria Estrada would like to hear from Stephanie on this process.

1. Stephanie Clark did not plan on sharing a more complete update.

1. However, at Maria's request she shared that the Senate appeared to sense what some of the issues were in the last Senate meeting. She shared that she has been dealing with those issues for several years and therefore the administration chose to move her.
2. She shared that the courses have been resolved, but it has been disheartening and troubling that she may be removed from a program that she has worked tirelessly to improve.
3. Her experience in private meetings is that the language used towards her has been intentionally used to diminish and dismiss her voice. The irony is not lost on her that she has designed all the curriculum in both the digital media arts and graphic design programs and will now have to design double the curriculum within both departments for the 'same as' courses. The irony is not lost on her that she is performing this work and could still be removed from Graphic Design.

4. She hopes her colleagues will support her and recognize the benefit to the students, but Santa Ana College struggles to change and the system is designed to discourage change.

2. Michael Taylor echoed what Stephanie shared and she values her students and programs and it's important that she is now in a department that supports her.

7. Informational Item: Faculty Hiring Requests – Roy Shahbazian

a. Roy shared an overview of the Faculty Hiring requests process.

1. Distribute form and data

2. Dept. Chairs collaborate with discipline faculty and dean on submitting requests

3. Request forms are submitted to AS and shared with Senior Senators.

b. Technical details will be shared in Canvas course.

1. Form will be provided.

2. Subject course data.

1. Subject relevant to position – part-time load, part-time percentage, FTES by PT

3. Qualitative questions.

4. Submit as an assignment through 'Faculty Hiring Request' submission as a file submission.

5. Scoring may be done by Peer Review, postponing any discussion about rubric at this time.

6. Training will happen in the meeting.

c. Next steps: scheduled a department chairs meeting, this is a difficult year, financial picture is not good, could be 2-3 or ZERO, not the year for a long-shot request.

d. Maria Estrada asked if we are waiting for the administration to tell us how many positions we will hire?

e. Roy shared that we go through this process every year.

1. We won't know the number of positions and won't until after.

2. Maria Estrada is wondering if we are communicating more with our administration, so we aren't surprised.

1. Roy wanted to share that we don't want to be surprised by the administration having new factors that we didn't know about, so we

want to marry the values of faculty and administration such as FTES. Less chances of surprises but now we have more clarity on the FON. There are additional uncertainties this year.

3. Roy also shared FON may be suspended through the academic year and potentially next year as well. This means the reason for hiring may not be based on FON but on an urgent situation. William Nguyen shared with exec. that the savings for not hiring full-time faculty isn't that large, so there could be a case made to hire full-time positions.

1. Monica Zarske reminded everyone that the FON comes from the district, this is not local administration.
2. Jennifer Meloni is wondering about unique situations related to data. Roy or the department can contact research if there are questions.
3. Jennifer also asked for clarity on the 14 positions from last year, Roy shared that while these aren't considered this information can be included in the qualitative portion of the form. Roy also reminded everyone that retirees should also be mentioned in qualitative portion.
4. William Nguyen shared that we have a fund that goes towards salaries, this goes towards everyone, so there needs to be more conversations about spending from this fund.
5. Michael Taylor shared that faculty are worried about making load this year, is this the place of Senate to consider this while we are discussing hiring? Roy is trying not to sound tone-deaf, but the purpose and process is designed to not hire in areas that don't have LHE. Michael is wondering if Senate can address this issue? What can we do?
 - a. Brian Sos shared that this would be a topic for Senate Exec. that includes Dr. Lamb.

8. Informational Item: Face to face protocols / guidance – Roy Shahbazian

- a. Share summary of points from last Senate meeting.
- b. Shared three points with ad hoc committee.
- c. Roy asked SCC Senate to come up with points related to face-to-face teaching.
- d. SCC elaborated on a point of faculty choice; especially part-time faculty related to returning to face-to-face.
- e. Board member are pointing out that nobody should be forced to teach face-to-face. If there are faculty comfortable teaching face-to-face let's make sure they can do this and feel comfortable, confident and safe.
- f. Michael Taylor asked about the process related to a Covid-19 case.
- g. William Nguyen said the position is that students are adults and unless they have symptoms they are not getting tested.
- h. Zach Diamond shared that the documentation that were shared were extremely helpful. As faculty it can be as important

- i. Luis Pedroza mentioned that if the administration is handling it or it already has been handled some communication would assure our faculty and staff that the issue is being addressed properly.
- j. Roy asked the administration to be more transparent.
- k. William Nguyen said that while there are issues, there are benefits to offering face-to-face for our students. If it doesn't work for you that is fine, but it can work for some people and can benefit students. We are trying to learn from any mistakes.
- l. Jennifer Meloni shared that they do plan on offering face-to-face and be clear that there may be an issue of returning to remote.
- m. Kelvin Leeds is curious about the student that tested positive.
 - 1. Jorge Lopez shared that everyone important appears to have been informed, but there was a bit of gossip, either from students or friends of students in the class and they started asking another faculty about the situation and it was those faculty who were not informed. Only those who might have been in immediate contact will be informed, however the issues is that even if students are supposed to quarantine, students may choose not to, so that's what made faculty nervous. Maybe go further in making sure there is communication?
 - 2. Dr. Lamb shared that they are learning about communication but do need to protect identities.

9. **Reports:**

a. President – Roy Shahbazian

1. Leadership opportunities, serving on committees. He will send the form out and would like the Senators to assist with identifying individuals to serve on committees.

2. SSSCC Action Plan

- 1. Cultural Awareness and Respect is the first item in the action plan, create a climate of cultural awareness and respect.
- 2. There are several items in the action plan that the Senate can review.
- 3. Resolutions at plenary. Roy reviewed several resolutions but wanted to highlight a couple.

a. Minimum Qualifications, the resolve statement is to work with the Chancellor's office to add language for sensitivity.

b. Secretary/Treasurer – Stephanie Clark

1. No report.

c. Curriculum – Brian Sos

1. Credit for Prior Learning – allows students to test out of coursework and earn credit for knowledge they already have. Is there a way to demonstrate mastery through approved assessments in your courses, including services, industry credentials? He is working with SCC and things seem to be going well. This is going to be approved as an AR and BP.

d. Planning & Budget – William Nguyen

e. SACTAC – Susan Hoang

f. Guided Pathways – Stephanie Clark

1. Starfish update – Would like to give a presentation in November on Starfish. Starfish offers a lot of opportunities to track student progress and data points. She encourages faculty to utilize early alerts this semester through Starfish. We hope that this tool will allow us, as an institution, to evaluate and improve areas on campus and identify areas of need. Success Teams are also using Starfish to assist with connecting students directly with Tutoring and Centers.

2. Rebecca Ortiz really appreciated that even the students doing well get an email and gives them a morale boost. Rebecca also asked about accelerated courses.

1. Stephanie was not sure if there are different surveys attached to short-term courses, but she will look into this. (Note: after the Senate meeting Stephanie received confirmation from John Steffens that indeed that surveys are associated with weeks in our 16-week semester but are tied to ALL active courses.)

g. Accreditation – Monica Zarske

1. Accreditation narrative is getting done.

2. We have a liaison and an advocate which is a positive change and we appreciate all those that attended Friday's workshop.

3. Hoping for first draft by end of semester.

4. Shout out to Ashley Bootman and Mat Beyersdorf for volunteering to review and edit the draft.

5. Hoping to have in Senate by April, must be at BoT by June for June/July review and is due in August.

h. Outcomes/Assessment – Jarek Janio

1. SLO Office hours every Friday.

2. CPL is also a topic there.

3. Dr. Pacheco will be talking about competency-based learning. Please join us to hear about these topics.

i. Student Success & Equity – Maria Aguilar Beltran

1. Funds available for student emergencies, \$100,000 split between both semesters. They can apply through the equity site. Application is there, and they can submit directly. Please share this opportunity with your students.

2. Currently participating in a monthly eConvening Series about anti-racism through the USC Race & Equity Institute. A handful of people can attend, if you're interested let her know.

j. Faculty Professional Development – Amberly Chamberlain

1. Report was shared.

2. Office hours for Program Review.

3. Purchasing 'Against Common Sense' to assist with creating a book club or other activity.

4. PD can support 10 people to attend a conference provided through the form.

10. **Announcements**

a. Jim Isbell shared that there is a 10am Coffee with FARSCCD, please join!

11. **Adjournment** – adjourned by Roy Shahbazian at 3:31p.