



ACADEMIC SENATE

SANTA ANA COLLEGE MISSION STATEMENT

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

SENATE BUSINESS MEETING MINUTES

Date: **Tuesday, May 28, 2019**
Time: **1:30 p.m. to 3:30 p.m.**
Location: **I-102**

<u>Members Present</u>		<u>Absent</u>	<u>Guests</u>
Maria Aguilar Beltran	Amit Mishal	Stacey Littlejohn	Mary Huebsch
Michael Buechler	Alejandro Moreno	Jane Mathis	Megan Lange
Stephanie Clark*	Tim Murphy	Breanna Ceja	Fernando Ortiz
Ed Fosmire*	Leo Pastrana	(ASG)	Theodore Moreno (ASG)
Rocio – Gonzalez Santillan	Mila Paunovic	Osiel Madrigal	John Zarske
Louise Janus	Cara Pierce	Sarah Mathot	
Ali Kowsari	Luis Pedroza	Chuck Ramshaw	
Chantal Lamourelle	Marty Rudd*		
Flo Luppani	Roy Shabbazian*		
Josh Mandir	Brian Sos*		
Krystal Meier	Tommy Strong		
	Michelle Vasquez		
	Monica Zarske*		

- I. **Call to Order**
 - a. Meeting called to order by President Monica Zarske at 1:38pm.
- II. **Approval of Additions or Corrections in Agenda**
 - a. Roy Shahbazian moved to approve agenda and Tommy Strong seconded. Agenda approved unanimously.
- III. **Public Comments (Three-minute time limit)**
 - a. Ed Fosmire commented on the parking lot states, specifically large pot holes. Parking lots 5 & 6.
 - b. Ed also thanked Monica for leading us in a professional way through her service with Senate.
- IV. **Approval of Minutes**
 - a. Flo Luppani moved to approve; Louise Janus seconded the minutes. Approved unanimously without comment
- V. **Action Item - Draft Student Equity Plan– Monica Zarske and Dr. Jeffrey Lamb**
 - a. This document is in a draft state. NOVA and reporting requirements have stalled the process.

- b. Monica would like to bring some recommendations back to the equity committee.
- c. Mary Huebsch said Janice Love has helped with the research component for the Equity plan, which the state kept changing.
- d. June 30th is the due date for the final report.
- e. Monica would like permission for the Executive Committee to review and approve this document in its final form, as it is currently in the draft state and no additional Senate meetings are scheduled prior to the report deadline.
- f. Cara Pierce asked who the Equity Coordinator is, as it is mentioned in the report. This position used to exist, then it was removed, but it will be flown again and will most likely be an internal hire.
- g. Monica would like clarification of who the 'executive team' is as referenced in the document. She would also like to see a clearer description within the "How will your college ensure coordination..."
- h. Monica expressed concern about a strategic plan that has not been formalized, developed or been approved by the Senate body.
- i. She requests more specificity needed under the 'Revise Existing programs...' portion of the plan.
- j. Anyone in the Senate can send submissions, comments or questions to Stephanie Clark by the end of the week clark_stephanie@sac.edu regarding the Equity Plan.
- k. Monica is requesting a motion to approve her request that the Senate Executive Committee be given the power to approve the Equity Plan in its final format. Louise Janus moved to approve this motion, and Cara Pierce seconded. No objections and no abstentions to this motion.

VI. Reports

- a. ASG Representative – Teddy Moreno in lieu of Breanna Ceja
 - i. ASG has experienced success in their events. Recently held a Memorial Day event, 6-9pm last Thursday, though movie was cut short due to lack of participation.
 - ii. BELT event held outside on campus: Business, Engineering, Legal and Technology. Event had a good turnout. Waba Grill food was passed out as well as print materials promoting the affiliated programs.
 - iii. 9-12a and 3-5p donuts for finals weeks distributed to students today. Office of student life has donuts available. They are also passing out pens and scantrons for students.
 - iv. BOT, Theo will be at the BOT meeting tonight, and today is the last legislative branch meeting for the student government. Senator of Technology has been renamed Senator of Career Technology Education.
 - v. 4 proposals up for a vote before the school year ends, this includes the budget, which has been cut by the Chancellor's office in Sacramento, stipends have helped

with the budget issues. There is a proposed amendment to by-laws that will offer more powers to judicial members, including first-choice on student conduct hearings. The other proposal is to make the classroom presentations mandatory by the legislative branch representatives. Last proposal is to change election code, almost all candidates broke code, so they had to restate that a candidate can now endorse another candidate under any condition. The exception is with the current sitting student trustee.

b. President – Monica Zarske

- i. Board of Trustees meeting will be reviewing our participatory governance structure. Normally there is a retreat, but it was overlooked this year. There are changes that need to be made. Alignment of participatory governance with Guided Pathways is essential, including Student Success & Equity, as well as rebirth of an Institutional Effectiveness Committee, which will report to our new Outcomes & Assessment Committee which would be tied program review committee and IE&A.
- ii. College council will review this issue of committee structure in June and changes will be proposed or addressed this coming Fall.
- iii. Hiring updates –
 1. Lots of hiring. Faculty hiring in Auto Tech. is moving forward to board. Eleven out of nineteen, 2 in Psych., Health and Wellness, Counselor in H&W, ASL got their faculty plus one, 2 in Communication Studies, Library Science, Chemistry.
 2. Still awaiting Nursing, CJ Fitness, Counseling, Auto Diesel, Occupational Studies. Physics, OTA, Fire Tech and Culinary.
 3. Dr. Rose made an executive decision regarding the ASL hiring.
 4. Hoping to meet our FON due to failed searches.
 5. 5 Deans coming on board. F&PA is board-approved, Math Science & Health Science is in progress. Up and coming are the Human Services & Technology and Humanities & Social Sciences.
- iv. College Council is reviewing a grant form that seems confusing, so made a recommendation that the form go back to Planning & Budget to review the form and provide clarity.
- v. Monica's final report. She wanted to remind the room that it is a privilege to have a say in our institution, and she thanked everyone for volunteering on Senate. It has been an enlightening experience and good work.

c. Secretary/Treasurer – Stephanie Clark – no report

d. Curriculum – Brian Sos

- i. Brian Thanked Monica for her service!
- ii. Brian recommended that faculty keep work in Curricunet Meta if you are working through a DE Form.

- iii. Any curriculum for next year, feel free and are encouraged to work on it but do not 'send it forward'. Do your work in your queue and leave it there. There are some technical problems in the workflow chart. Until these are finalized, we are recommending you don't send it forward.
- iv. Most issues with Meta have been IT issues, programming issues. This should be user friendly, V 2.0 to Meta was suppose to convert as part of the contract. John Steffens has the ear of the Curricunet CEO, as well as a 'stop pay' order until the programming is complete and right. Continuously pushing launch dates back.
- v. There is a BP proposed by SCC for awarding honorary degrees, including Posthumous degrees for those that pass away in the last semester for a degree. This is a nice way to honor a student, but there are questions about reporting.
- vi. AR is also attached to the BP.
- e. Planning & Budget – Ed Fosmire – last report from Ed, no report
- f. Facilities – Marty Rudd – no report
 - i. One issue is with skateboarders and bikes, there's a push by Campus Safety to post regulations.
 - ii. Locker room security is a concern, possibly keys for access.
 - iii. Concerned about props in the Theater building, real guns/fake guns?
 - iv. Discussion regarding hand-driers/paper towels
 - v. New procedure on 'Special Parking Permits'.
 - vi. Monica asked questions about re-keying of campus. Faculty continue to express concerns about being able to lock a door from the inside.
 - vii. Monica reminded the room that facilities meetings are the 3rd Tuesdays of the month, 1:30 in the board room.
 - viii. Still openings in Planning & Budget committee.
 - ix. Questions about safety issues are ongoing.
 - x. Still talking about card slide lock system across campus.
- g. SACTAC –
- h. Guided Pathways – Fernando Ortiz (presentation attached)
 - i. Announcement for new GP Faculty Coordinator. 9 LHE assignment.
 - ii. Brochures & marketing information need to be submitted to Stephanie Clark.
 - iii. Thank you, Fernando! His last report before hiring the coordinator.
- i. Student Equity & Success – Maria Aguilar Beltran

- i. Held the last meeting last week, concerned about how to re-invision the Student Success & Equity committee. Meeting to occur today.
 - ii. Maria also coordinated the AB 705 efforts.
 - j. Basic Skills/Faculty Development – Mary Huebsch
 - i. Survey on Professional Development for Faculty. Please respond, we based Professional Development on what people need.
 - ii. Information Competency is the focus of Professional Development Week.
 - iii. Seeking proposals for PD week.
 - iv. Workshops:
 - 1. Dual enrollment workshop on June 13th.
 - 2. Dashboard training on June 14th.
 - 3. Speaking with Confidence workshops. Not being forced to speak in front of an audience.
 - 4. Accessibility training through DE.
 - v. Professional Development Committee has recommended implementation of Cornerstone for tracking PD.
 - vi. Mentorship is an ongoing plan.
 - vii. Flex year is July 1-June 30. Must let Dean know if you are attending conferences/training during June/July.
 - k. SCC Senate Secretary/Treasurer– Mary Mettler
- VII. **Faculty Updates - none**
- VIII. **Other – none**
- a. Teddy (ASG) – Major is Anthropology, dedicated to middle-eastern art and archaeology. Will be attending 5 week excavation trip this summer.
 - b. Teddy has not met an archaeology or anthropology major, and it's difficult to find peers. Students often feel limited by their choice of studies. Consider Near-eastern Art, Anthropology and Archaeology as a major.
 - c. He requests thoughts and prayers for his trip to Peru.
 - d. Reminded us to treat every day at work like it's your last, but also like it is your first.
 - e. Monica and Stephanie Clark announced that Senate rosters are being prepared for next year. Roster will be sent out for everyone's review.
- IX. **Adjourn –**
- a. Meeting adjourned at 2:44