

# Santiago Canyon College Academic Senate

8045 East Chapman  
Orange, CA 92869

(714) 628-4831  
academic\_senate@sccollege.edu

## SENATORS

### ***Business & Career Education***

Gates, Alana 2022  
Salcido, Andrew 2023

### ***Continuing Education***

Oase, Daniel 2022  
VanDyke-Kao, Rita 2023

### ***Counseling & Student Services***

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Crabil, Philip 2022  
Graham, Song Le 2023

### ***Humanities & Social Sciences***

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Gonzalez, Sara 2022  
Govea, Melissa 2022  
Howell, Scott 2023  
Murphy, Ryan 2023  
Valdos, Yanina 2022

### ***Library***

James, Scott 2022

### ***Mathematics & Sciences***

Cummins, Shawn 2023  
Frost, Alicia 2023  
Henry, Amanda 2022  
Johnson, Kimberly 2022  
Kramer, Jessica 2022

### ***Adjunct***

Chavez, Ricardo 2022  
Snow, Margie 2022

## Officers

### ***President***

Rutan, Craig 2022

### ***Vice President***

Taylor, Michael 2022

### ***Secretary/Treasurer***

Kubicka-Miller, Tara 2022

### ***Curriculum Chair***

Diaz, Darlene 2024

## Agenda

16 November 2021

1:30 p.m. – 3:15 p.m.

Academic Senate Zoom

<https://cccconfer.zoom.us/j/92625017271>

## I Welcome

## II Approval of Agenda

## III Public Comments (2-minute limit per person)

## IV Approval of Minutes

A 02 November 2021

## VII Reports (25 minutes)

A President

B Vice President

C Secretary/Treasurer

D CIC Chair

F Santa Ana College

E Associated Student Government

## VIII Summary Reports

## IX Action Items

### *First Reading*

A **Resolution F2021.12** – Support Addition of Personal Exemption to BP 5215

B **Resolution F2021.13** – Creation of Faculty Hiring Prioritization Process Task Force

## VII Discussion Items

A **SCC Website and Technology Update** – Thurman Brown will discuss the upcoming transition to a new college website and possible changes to office technology for faculty, classified professionals, and administrators.

*Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate, and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging. (Approved 12/05/17)*

## **BP 2410 Board Policies and Administrative Regulations**

*Reference: Education Code Section 70902;*

*ACCJC Accreditation Standards IV.C.7, IV.D.4, I.B.7, and I.C.5 (formerly IV.B.1.b & e)*

The Board may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to District activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board may be adopted, revised, added to, or amended at any regular board meeting by a majority vote. Any adoption and/or approval of new Board policies or changes to existing Board policies must take place as part of a two meeting approval process. The first meeting will be considered the "**FIRST READING, INFORMATION ONLY**" of the policy or change to existing policy for the purpose of review, questions and answers, and other considerations of the recommendation. At the second meeting, it will be considered the "**SECOND READING, ACTION ITEM.**" The Board will consider the item for action, which may have been modified at either the first or second reading. If the modification at the second reading is major, as determined by the Board, such a reading will be termed a first reading and introduced at a subsequent Board meeting as a second reading. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission.

The RSCCD Board of Trustees believes that a major trustee role is to set policy for the District. In setting policy, the Board wants to create and work within a participatory environment with respect for students and all employee groups. For developing policies regarding the academic and professional matters numbered 1, 2, 3, 5, and 8, the Board will consult collegially with the faculty by relying primarily on the advice and judgment of the Academic Senate (per previous agreement with the Senate).\*

For developing policy regarding the other five academic and professional matters, the Board will consult with the faculty through the mutual agreement process previously agreed upon. At RSCCD, the mutual agreement process is the use of the shared governance structure consisting of councils, committees, and the District Council. Further, representatives of staff and student groups are encouraged to work within the established processes to address the issues of the District.

The Board of Trustees values consensus building; however, it realizes its legal responsibility to make final decisions regarding policy.

**\*For the following items the Board of Trustees will rely primarily upon the advice of the Academic Senate:**

- 1) *Curriculum, including establishing prerequisites and placing courses within disciplines;*
- 2) *Degree and certificate requirements;*
- 3) *Grading policies;*
- 5) *Standard or policies regarding student preparation and success;*
- 8) *Policies for faculty professional development activities;*

**For the following items, the Board of Trustees will come to mutual agreement with the Academic Senate:**

- 4) *Educational program development;*
- 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;*
- 9) *Processes for program review;*
- 10) *Processes for institutional planning and budget development.*

Administrative regulations are to be issued by the Chancellor as statements of method to be used in implementing Board Policy. Such administrative regulations shall be consistent with the intent of Board Policy. Administrative regulations may be revised as deemed necessary by the Chancellor. The Board reserves the right to direct revisions of the administrative regulations should they, in the Board's judgment, be inconsistent with the Board's own policies.

Copies of all board policies and administrative regulations shall be readily available to District employees through the District website.

*Revised and Retitled: June 15, 2015 (Previously BP9001 and BP9023)*

# SCC Academic Senate Business Meeting Minutes (Draft)– November 2, 2021, 1:30pm-3:15pm, ConferZoom

## **Senators Present**

Aguilera, Leonor  
Castellanos, Ralph  
Chavez, Ricardo  
Crabill, Phillip  
Cummins, Shawn  
Frost, Alicia  
Gates, Alana  
Gonzalez, Sara  
Govea, Melissa  
Graham, Song Le  
Henry, Amanda  
Howell, Scott  
James, Scott  
Johnson, Kimberly  
Kramer, Jessica  
Murphy, Ryan  
Oase, Daniel  
Salcido, Andrew  
Snow, Margie  
Valdos, Yanina  
Van Dyke-Kao, Rita

## **SAC Representative**

Shahbazian, Roy

## **Guests**

Cossio-Muniz, Ruth  
DeCarbo, Michael  
Hernandez, Zeke  
Wagner, Joyce

## **SCC-AS Executive Board Present**

Rutan, Craig, President  
Taylor, Mike, Vice President  
Kubicka-Miller, Tara, Secretary/Treasurer  
Diaz, Darlene, CIC Chair

### **I. Welcome**

- A. Santiago Canyon College Academic Senate (SCC-AS) President Craig Rutan called the meeting to order at 1:31pm on Tuesday, November 2, 2021

### **II. Approval of Agenda**

- 2 November 2021 agenda approved unanimously (Moved by A. Gates, Seconded by L. Aguilera)

### **III. Public Comments (2-minute limit per person)**

**A. M. DeCarbo -**

1. Board Policy 5500 on student conduct is being redrafted and most changes are structural rather than substantive. There will be an overarching Board Policy that will refer to AR5500 which will have all the standards by which we evaluate student conduct and a new AR5520 which outlines how discipline will be enforced. District Council will be voting on this at the next meeting in December.
2. A choir showcase will be in Strenger Plaza this Saturday.

**IV. Maxient Video Presentation and Discussion**

M. DeCarbo presented the first draft of the Maxient reporting video for feedback on substantive content.

**Senator's Feedback**

- The links need to be listed consistently in the video.
- Are grade grievances included? M. DeCarbo responded that content is directly from the website and as we find more use this may be added. This video is the shell, and the committee envisions a training video for each type of report.
- Will this be set up for ADA accessibility? M. DeCarbo clarified it would be transcribed.

**V. Trustee Zeke Hernandez**

Trustee Hernandez provided background of his tenure on the board and congratulated Leonor Aguilar on her award. He introduced three areas of importance for our senate.

- Enrollment - We need to do more to improve outreach.
- Online and on-campus instruction - How do we create instruction where the community at large is interested in our courses? There are not many students on campus, and this gives reason for us to examine on-campus classes and on-campus activities that will invite student participation.
- Vaccinations - Trustee Hernandez did not support a 100% vaccine mandate for faculty and staff because he wanted the district to have a clear plan. The personal exemption is of the most significant concern to determine guidelines. A districtwide plan is needed to provide safety for anyone that comes on the campus.

Senator request for Trustee Hernandez- update on whether classrooms could be locked from the inside. Trustee Hernandez is not aware of an update and will let us know through AS President Rutan also mentioning that under the board's newer committee structure there is less opportunity for discussion on items such as these.

Trustee Hernandez offered a final comment on a situation from the past where he was informed that Trustees should not be attending senate meetings and was thankful that trustees were invited to our meetings stating the more communication the better our district will be. AS President Rutan stated that it is important for senators to understand the work of the Trustees as well as it is important for the Trustees to understand the roll of the Academic Senate.

## **VI. Approval of Minutes**

19 October 2021 minutes approved unanimously. (Moved by A. Gates, Seconded by S. Gonzalez) Abstentions: R. Murphy and A. Henry

Discussion - remove senator names from the minutes and not include them in future minutes.

## **VII. SCC-AS Executive Board Reports**

### **A. SCC-AS President Rutan**

1. President Ralston announced the positions that will be flown. If more funding becomes available, we may be able to hire additional positions in spring. Library is being flown ASAP the other two positions will be flown by December.
2. The Board of Trustees met at SCC on October 25 and presented Leonor Aguilera with a certificate of recognition.
3. The Associate Degrees for Transfer (ADTs) are referred to as a "degree with a guarantee" however they do not actually offer a guarantee, nor do they guarantee any preference for students in the local transfer area. With the signing of AB928 greater scrutiny has been placed on what these degrees offer to students.
4. The Board Policy Committee will be meeting tomorrow (November 3) at 4pm in the district office board room. They will be looking at a revision to BP7235, to remove the personal exemption that has been recommended by the Chancellor, as well as the student vaccine mandate (BP5215). President Rutan further stated that it is essential for faculty to return to campus for our success and he communicated this to the Board. Many faculty are not comfortable coming back without a student vaccine mandate.
  - a) Guest comment - questions as to how the policy would be enforced was brought up to the student conduct committee and is being discussed.
5. President Rutan is looking into how to adjust mask policy requirements to not require faculty to be responsible for policing hallways etc.
6. The resolution on enrollment dates was taken forward and is being examined.
7. The Board has hired a consultant to poll about the possibility for a new RSCCD bond measure. Further examination on creating a bond district that is more likely to approve the bond is underway. There is concern that the community will continue vote against a bond that would allow SCC to complete the campus master plan. The last bond for SCC was approved in 2002 (Measure E).

### **B. SCC-AS Vice President Taylor**

1. Collegial Governance Task Force is updating membership and when complete the first meeting will take place.

### **C. SCC-AS Secretary/Treasurer Kubicka-Miller SCC Tech Report-**

1. Mid-semester disruption with single sign-on was discussed. It is one of those things where we weren't ready over the summer and then not a good idea during registration and other projects were on hold until this was completed. So, there was no good time, and the thinking was better to just do it as soon as we can. Unfortunately, then the vendor fell through on completing the process.
2. With clarification from senators - Budget refresh will be coming, and the tech committee is requesting an increase until we can get a total that we need to replace all our technology. The tech committee is considering a virtual desktop and computer standardization where we will switch from regular desktop PCs to a virtual standardization where something like a Chromebook will provide access to all our windows through a web browser. As part of that standardization, discussion is taking place on eliminating all non-instructional MACs.

#### **SAC Senate Report**

1. In a discussion about students who perform on stage - they are potentially changing the audience number limitations and the mask rules to allow for a negative covid test instead so they can perform without a mask.
2. Starting over intersession SAC will be offering a 3rd hybrid modality of on campus virtual instruction.

#### **D. CIC Chair Diaz**

1. District CIC meeting confirmed for November 24<sup>th</sup>.
2. If your department is launching a revision to a shared course, please contact your counterpart at SAC to make sure conversations are happening.
3. The STEM group will be presenting on Plan D at the next CIC meeting.
4. Many courses are getting stuck at different approval levels.
5. When submitting course changes, especially if it is under the quinquennial review, please examine all parts carefully and not to fill out the class capacity.
6. EMC needs an at-large faculty member.

**E. Associated Student Government** - No ASG Representative was in attendance.

**F. SAC Academic Senate Representative** - No report

### **VIII. Summary Reports**

#### **IX. Action Items**

##### *First Reading*

**A. Resolution F2021.11 - Authorization for Teleconference Meetings During State of Emergency** (Moved by M. Taylor, Seconded by A. Gates)

This resolution gives us 30 days to extend remote meetings to be compliant with AB 361.

Motion to wave a second reading and pass resolution as presented unanimously approved.  
(Moved by S. Gonzalez, Seconded by R. Castellanos)

## **X. Discussion items**

### **A. Guided Pathways**

Dr. J. Wagner presented an update on Guided Pathways, the creation of success teams for programs outside of STEM, and a new plan for Convocation. Please refer to the presentation slides attachment.

Discussion -

- CIC Chair Diaz communicated her positive experience and encouraged senators to participate.
- Approximately eight faculty are on a success team, but representation should be at the discretion of each team.
- Recommendations for which students participate on the student panel at convocation include having a variety of students regarding various needs as well as including some of the STEM students who have already had some success.
- AS President Rutan took responsibility for the idea of the new convocation schedule with the main reason being the significant need for Guided Pathways integration crossing more programs.

### **B. Fall Plenary Resolutions**

AS President Rutan reminded senate he will be voting on resolutions at the Fall Plenary this Saturday and requested feedback/concerns by Friday afternoon.

Our recently retired colleague Janis Perry should have a resolution for Senator Emeritus.

**Meeting adjourned, 3:08 pm.** (Moved by A. Gates, Seconded by R. Castellanos)

## Summary Reports

### **Committee: Facilities and Safety**

**Date: 11/1/21**

#### **1 Discussion items:**

- FMP update: Evaluation criteria
- FMP update: Solutions to current project list (new builds or utilize existing space)
- Public Safety: Access control to S in the works with D and H next
- F&S group will review solution options for prioritization at 12/6 meeting
- Directional Kiosks will be discussed at future meetings.

#### **2 Duties met:**

- Review and update the Facilities Master Plan and forward ~~any~~ recommendations to *appropriate committees/councils (including to College Council)* for approval
- *Review and* address general issues related to custodial service, building maintenance, and utility usage

#### **3 Actions proposed:**

- F&S will evaluate solution options to FMP project list

#### **4 Events Planned: N/A**

#### **5 Resources needed/acquired/allocated: N/A**



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Diaz, Darlene 2024

## Resolution F2021.12

### Support Inclusion of Personal Exemption in BP 5215

#### Moved:

#### Seconded:

Whereas, The Academic Senate of Santiago Canyon College overwhelmingly supported the adoption of a COVID-19 vaccination requirement with the adoption of Resolution F2021.02 on October 5, 2021;

Whereas, The version of BP5215 supported with Resolution F2021.02 only included medical and religious exemptions which is not consistent with the adopted vaccination policy for employees that includes a personal exemption; and

Whereas, The Board Policy Committee forwarded a version of BP5215 on November 3, 2021 that included three exemptions, medical, religious, and personal;

Resolved, The Academic Senate of Santiago Canyon College support the inclusion of a personal exemption in BP5215; and

Resolved, The Academic Senate of Santiago Canyon College direct the Senate President to inform the Board of Trustees of this support at the Board Policy Committee meeting on December 1, 2021 and at the Board of Trustees meeting on December 13, 2021.

#### Date Presented:

#### Date Passed:

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## Resolution F2021.13

### Creation of Faculty Hiring Prioritization Process Task Force

#### Moved:

#### Seconded:

Whereas, The Academic Senate of Santiago Canyon College completed the annual faculty hiring prioritization process on October 19, 2021;

Whereas, The current process was adopted in 2017 and all processes should be reviewed on a regular basis; and

Whereas, Some senators expressed concerns about the current process including a lack of clear direction about how to evaluate each of the proposals to ensure all proposals are evaluated objectively by all senators and that the evaluation process can be clearly communicated to new senators when they are elected;

Resolved, The Academic Senate of Santiago Canyon College create a task force to review the current faculty prioritization process that will be chaired by the Secretary/Treasurer and will include one senator from each division; and

Resolved, The Academic Senate of Santiago Canyon College request that the task force submit their recommendations to the Academic Senate by March 2022 to ensure adoption and distribution to the campus community prior to the end of the spring semester.

#### Date Presented:

#### Date Passed:

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