

# Santiago Canyon College Academic Senate

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## SENATORS

### **Business and Career Education**

Deeley, Steve 2020  
Salcido, Andrew 2021

### **Continuing Education (OEC)**

Oase, Daniel 2020  
Quimzon, Eden 2021

### **Counseling & Student Services**

Chaidez, Maria 2020  
Crabill, Phil 2020  
Graham, Song Le 2021

### **Humanities and Social Sciences**

Dela-Cusack, Lisa 2021  
Govea, Melissa 2020  
Howell, Scott 2020  
Murphy, Ryan 2021  
Siddiqui, Shereen 2020  
Umali Kopp Christine 2021  
Valdos, Yanina 2020

### **Library**

Sproat, Barbara 2020

### **Mathematics and Sciences**

Cummins, Shawn 2021  
Danova, Veselka 2021  
Johnson, Kim 2020  
Kramer, Jessica 2020  
Scott, Randy 2020

### **Adjunct**

Chavez, Ricardo 2020  
Dahl, Michael 2020

## EXECUTIVE BOARD MEMBERS

### **President**

DeCarbo, Michael 2020

### **Vice President**

Taylor, Mike 2020

### **Secretary/Treasurer**

Mettler, Mary 2020

### **Curriculum Chair**

Diaz, Darlene 2021

Agenda  
3 March 2020  
1:30 – 3:00 p.m.  
Academic Senate Room A-211

## **I Welcome**

## **II Approval of the Minutes**

A 18 February 2020

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

## **IV AS Executive Board Reports (10 minutes)**

## **V ASG Report (5 minutes)**

## **VI Discussion Items**

- A *Signature Programs* (20 minutes) Senators will report back on investigation into Signature Programs and facilitate a discussion about future action.
- B *Student Conduct Posting* (20 minutes) President DeCarbo will review the discussion held at the Senate retreat and seek further direction.
- C *Baccalaureate Program* (15 minutes) President DeCarbo will discuss State efforts to expand the program and solicit feedback.
- D *C.S.U. Fullerton Partnership* (10 minutes) President DeCarbo will discuss efforts to create partnerships with CSUF and ask for ideas.

*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 - DRAFT**  
**February 18, 2020 1:30-3:00, A-211**

**Senators Present**

Maria Chaidez  
Ricardo Chavez  
Phillip Crabill  
Sean Cummins  
Michael Dahl  
Veselka Danova  
Steven Deeley  
Lisa Dela Cusack  
Melissa Govea  
Song Graham  
Scott Howell  
Kim Johnson  
Jessica Kramer  
Ryan Murphy  
Daniel Oase  
Eden Quimzon  
Andy Salcido  
Randy Scott  
Shereen Siddiqui

Barbara Sproat  
Yanina Valdós

**Senate Executive Board Present**

President Michael DeCarbo  
Vice President Mike Taylor  
Secretary/Treasurer Mary Mettler  
CIC Chair Darlene Diaz

**Senators Absent**

Christine Umali Kopp

**ASG Representative**

Aiden Cotter

**Guests**

Marilyn Flores  
Kathy Hall  
Sergio Rodriguez

I. Welcome

II. Approval of Minutes

- A. Approval of the minutes from the December 3, 2019 meeting (Deeley/Valdos). Passed, no dissent.

III. Public Comments

- A. Professor Chavez discussed that the Continuing Education Adjunct Faculty experienced a change in their payroll date without proper notification. Many experienced a hardship due to this unanticipated change; while their pay was not reduced it was moved forward a month without notice; also problematic: only half of the monies for attendance in Professional Development activities was paid out.

IV. AS Executive Board Reports

*President*

- A. At District Council it was discussed that there is an expected \$8 million (approx.) shortfall districtwide since the state is unable to fully fund the Student Centered Funding Formula. The district will have to make cuts in three phases with SCC needing to cut approximately \$700,000 for the first phase. SCC may be getting an additional \$500,000 (approx.) in State funds, so the first phase cut will likely be only \$200,000 (approx.). Concurrently during the cuts, the district is seeking augmentation; both President DeCarbo and Hernandez are arguing against this and asking for reconsideration.
- B. For information about Measure L, please go to [campaignforourcolleges.org](http://campaignforourcolleges.org).
- C. The SCC Art Show opens today.
- D. The Accreditation team meets this Friday, February 21<sup>st</sup>. Please be willing to help with this effort.
- E. A survey will be forthcoming via email regarding faculty desires for safety training.

*Vice President*

**SCC Academic Senate - DRAFT**  
**February 18, 2020 1:30-3:00, A-211**

- A. An email will be going out this week for Senate Executive elections.

*Secretary/Treasurer*

- A. The Senate finances will need to go into a 501c3 for tax purposes. Could you please email Mary Mettler, referrals to a CPA with experience in this area.

*CIC*

- A. This semester CIC will focus on:
  - 1. Creating an administrative regulation for Credit for Prior Learning or revising a current AR to include it.
  - 2. Updating Certificate of Achievement residency in the SCC catalog to align with the CCCCO who has lowered the threshold for the number of units required to achieve a certificate.
- B. Experimental courses now require a Board of Trustees date be entered into the system. So, CIC will discuss maybe going to the board more frequent when we have experimental courses.
- C. Enrollment Management Committee meets tomorrow at 3pm.

V. ASG Report – Aiden Cotter

- A. Upcoming events include:
  - 1. Blood drive on Feb. 26<sup>th</sup>.
  - 2. Black History Month event will occur sometime in February.
  - 3. Club Rush on March 3 & 4.
- B. ASG board meeting on Thursday will focus on non-smoking resolution to align with the SCC Senate’s resolution. They will also discuss future advocacy efforts and events.

VI. Discussion Items

**A. *WebAdvisor No More***

Project Manager Sergio Rodriguez discussed the replacement of WebAdvisor with Self Service.

- 1. Colleague / WebAdvisor no longer available in 2021, so SCC will be changing over to the new Self Service program.
- 2. Self Service has been up and running at SCC for certain modules (i.e., financial aid, education plans). Self Service will be developing modules similar to WebAdvisor with new screens for attendance and grading.
- 3. Self Service for faculty and student screens will be tested this semester, and it will run in parallel with WebAdvisor this summer.
- 4. Sergio previewed some screens in the new system.
- 5. Preferred names and pronouns will be integrated into the system.
- 6. Sergio noted the faculty desire for “hot keys” to speed use within screens.
- 7. Add codes will no longer be needed, adds will originate in the system (more to come).
- 8. Sergio will explore whether email alerts can be sent to instructors when students add or drop a class. There was a desire for this functionality to be turned on/off.
- 9. A suggestion was made for student text/email preference.
- 10. Non-credit waitlist functionality will need to be explored.
- 11. When a student drops, a reason for dropping must be selected.
- 12. Early Alert will be discontinued and will be replaced by Guided Pathways software.
- 13. The custom Excel roster is not available in the new system.

**B. *Learning Communities***

Professor Hall presented opportunities for faculty to participate in learning communities.

**SCC Academic Senate - DRAFT**  
**February 18, 2020 1:30-3:00, A-211**

1. Currently there are a few learning community combination classes. These consist of two classes that complement each other.
2. Departments wishing to develop new learning communities should contact Professor Hall.
3. Data were presented showing increased retention and success rates for learning community classes vs. stand-alone classes.
4. Senators were requested to “spread the word” about learning community success rates and find ways of expanding learning communities.
5. This is a wonderful way to collaborate with colleagues outside of one’s department and increase enrollment.
6. Applications were distributed to senators.

**C. 2020 Celebration**

President DeCarbo solicited feedback regarding the Senate’s role in the 2020 celebration.

1. A picnic for faculty, staff and administration will occur on May 2<sup>nd</sup> at 4pm on Vasquez Promenade.
2. There will be beer and wine sales, as well as games with awards.
3. Bring your own picnic.
4. Senate will consider a \$500-\$1,000 donation to the celebration for supplies.
5. Please share SCC pictures and memorabilia with Esther Odegard.

V. Move to adjourn (Deeley/Crabil). Passed, no dissent.