

## SCC Academic Senate

April 21, 2020 1:30pm-3:00, Remote

### Senators Present

Maria Chaidez  
Phillip Crabill  
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  
Christine Umali Kopp  
Yanina Valdos

### Senate Executive Board Present

President Michael DeCarbo

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

### Senators Absent

Ricardo Chavez  
Shawn Cummins

### ASG Representative

Aidan Kato

### Guests

Leonor Aguilar  
Emma Breeden  
Marilyn Flores  
Tiffany Gause  
Beth Hoffman  
Scott James  
Loretta Jordan  
Narges Rabii Rankin  
Janis Perry  
Syed Rizvi  
Mark Smith

#### I. Welcome

#### II. Public Comments

- A. Professor Govea requested that a decision for online fall classes should be made as soon as possible and communicated to students imminently.
- B. Professor Smith indicated that division deans are requesting class times for summer's second four-week classes should online asynchronous classes be moved to in-person classes.
- C. Professor James indicated that Zoom classes that are recorded can be transcribed. However, should an instructor use the recording in the future, the class must have closed captions for ADA accessibility and legal purposes. The Zoom transcription is not the same as closed captioning. Please contact Professor James or Amanda Carpenter so they can guide you to the 3C Media Solutions grant for closed captioning.

#### III. Approval of Minutes

- A. Approval of the minutes from the March 3, 2020 meeting with the insertion of a comment regarding the Bond measure. (Sproat/Govea). Passed, no dissent.
- B. Approval of the minutes from the March 17, 2020 meeting (Howell/Sproat). Passed with one abstention from Diaz.
- C. Approval of the minutes from the March 30, 2020 meeting (Taylor/Deeley). Passed, with abstentions from Scott, Danova and Kramer.

#### IV. AS Executive Board Reports

##### *President*

- A. Since the COVID-19 pandemic started the district has spent \$500,000 on laptops and \$50,000 on advertising for summer classes.

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- B. The CARES act has resulted in \$5.5 Million going to SCC. Of that, \$2.8 Million will be used to support SCC students in need as a result of the COVID-19 pandemic for items such as housing, utilities, healthcare, and food.
- C. SCC is exploring FEMA grants for any monetary losses related to the COVID-19 pandemic.
- D. Federal monies are earmarked for citizens, permanent residents and legal immigrants.
  - o Governor Newsome is looking for monies to support others, including DACA students.
- E. The community colleges have requested to maintain current year funding levels for the upcoming academic year.
- F. California's May revise will not occur until August due to postponement of tax filing.
- G. SCC is exploring a prorated parking refund for students.
- H. SCC's healthcare fees will not be refunded since services are ongoing.
- I. SCC is exploring alternatives to the traditional commencement ceremony and students being surveyed for their commencement desires.
- J. SCC has loaned students 268 laptops, and now has 83 remaining. Should SCC run out of laptops, more may be ordered.
- K. SCC is exploring opening of Parking Lot 6 for students to park and use the college's Wi-Fi. No restrooms or other facilities will be open.
- L. The district has placed a hold on hiring committees. SCC's Arts and Humanities will not have a permanent dean during the freeze; however, Deans Armstrong and Stringer will be sharing the division's duties.
- M. There will be a bust of Eleanor Roosevelt added to SCC's statue collection. Scott Sakamoto and Facilities Committee are requesting input as to where it should be located.

### *Vice President*

- A. Division senator elections are upcoming. Ongoing division senators were asked to run the election. Mike Taylor asked to have the results emailed to him by Tuesday, May 12<sup>th</sup>. All results will be made public at the May 19<sup>th</sup> senate meeting.

### *Secretary/Treasurer*

- A. The SAC Senate proposed and voted on the Pass/No Pass deadline for spring classes to be June 25<sup>th</sup>.

### *CIC*

- A. SAC's Reading Proficiency has changed. SCC's CIC will develop a workgroup to re-evaluate SCC's Reading Proficiency. SCC and SAC may have different Reading Proficiencies and each will be discussed next Monday at the District CIC meeting.

## V. ASG Report

- A. ASG will email students regarding the spring Town Hall.

## VI. Action Items

### First Reading

#### **A. *Resolution S2020.02 – Adoption of the Emergency Schedule Course Descriptions (Taylor/Mettler)***

- Comments regarding the resolution included:
  - o The second Whereas is not relevant to this resolution.
    - Move to remove the 2<sup>nd</sup> whereas (Mettler/Sproat). Passed without dissent.
  - o Why was this resolution created?
    - To prepare the summer and fall schedule so that students have knowledge of the method of instruction
    - FARSCCD is creating a new MOU with the district and requested that both colleges define some terms used for online instruction.
- Comments regarding the definitions included:
  - o Why are these definitions needed?

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- Temporary Remote Instruction ends at the end of spring semester.
- Starting with the summer session Distance Education (DE) is to resume. Therefore, Title 5 DE standards must be implemented. Specifically, an asynchronous class must meet ADA accessibility requirements and regular and effective student contact. Otherwise, a course is considered to be a correspondence course which SCC doesn't offer.
- This resolution with clear definitions will help prepare faculty to teach online.
- Professor James modified the definitions to be consistent with DE practices, and these definitions will be included in the resolution. See Appendix A.
- Comments regarding DE instruction included:
  - Summer DE face to face (F2F) teaching is synchronous and training is necessary.
    - Fall F2F may also be converted to DE classes if needed.
  - VP Flores emailed faculty on Monday, April 20<sup>th</sup> indicating that online classes can be synchronous or asynchronous.
    - VP Flores clarified that summer is all online and there needs to be a local decision as to what training will be required.
    - If the Blanket DE Addendum is passed then it will direct the elements required for Title 5 compliance.
    - Accreditation requires that all instructors who teach online must have DE training.
  - What does SCC do if an instructor wants a portion of their class asynchronous but has not gone through DE training?
    - Asynchronous instruction requires instructors to be in compliance with ADA and meet regular and effective contact.
  - CIC has determined that all courses will have emergency DE addendum.
    - The DE Blanket Addendum will allow for all emergencies, not just COVID-19.
    - CIC will indicate an emergency DE addendum (EDEA) in Elumen for all courses.
  - District has waived the requirement for DE certification during the COVID-19 pandemic.
    - The level of training for non-DE certified instructors is to be determined.
  - SAC is going to address these definitions during their upcoming senate meeting.

### B. ***Resolution S2020.03 – Direction to the Santiago Canyon College Curriculum and Instruction Council to Create a Temporary Blanket Distance Education Addendum (DEA) (Diaz/Mettler)***

Comments Included:

- Each course that does not have DE addendum will have an emergency DEA added.
- All courses would have an Emergency DEA to be used for this COVID-19 pandemic and any future emergency situations (i.e., fires, earthquakes)
- Move to waive the 2<sup>nd</sup> reading (Diaz/ Scott). Passed, no dissent.
  - Last Whereas was a typo due to a cut and paste error
  - Passed, no dissent.

## VII. Discussion Items

### A. ***Student Conduct Posting***

President DeCarbo requested faculty to read BP5500 and select the most salient points for discussion at the next Senate meeting.

### B. ***Pass and No Pass Options***

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Articulation Officer Aguilar provided updates regarding the Chancellor's memo regarding Pass/No Pass (P/NP) during the COVID-19 pandemic.

- Cal States are now allowing P/NP for the Golden Four.
- UCs are allowing P/NP for certain courses.
  - The 14 unit maximum is being waived for classes taken during 2020 Winter, Spring, and Summer.
  - Each UC will determine whether or not P/NP will be allowed for departments for major prep.
- Admitted students can retake a course in summer if the spring class wasn't passed (CSU), was cancelled (UC)
- A Pass (P) at SCC is considered a C or better.
- SAC included allowing major classes to be taken P/NP.
- SCC is exploring if P/NP is petitioned now, could a grade be returned at a future time if the student needs it for transfer or graduate school.

### **C. Continuing Education Temporary Remote Instruction**

Professors Oase and Quimzon discuss potential harms of how temporary remote instruction (TRI) is being offered in Continuing Education.

- TRI offered during regularly scheduled times has 50-60% of students absent.
- Moving classes to 100% asynchronous may improve student access.
- As of now, only 50% of the Continuing Education faculty are trained for online classes.
- Thank you to Professor James and Amanda Carpenter for their assistance and training of faculty.

### **D. Signature Programs Process**

President DeCarbo was directed to move the oversight of Signature Programs to College Council for discussion.

Move to adjourn (Deeley/Sproat).

Appendix A

Emergency Schedule Distance Education Course Descriptions  
Proposed 4/21/2020

***Distance education*** means instruction in which the instructor and student are separated by distance and interact through the assistance of communication technology.

**Online classes** are distance education classes that meet 100% online. Students will be required to log in to Canvas and complete work regularly throughout the week. Other technologies may be required to complete coursework. Please see the course description for details.

**Scheduled Remote Instruction (SRI) classes** are distance education classes. They primarily meet in a remote classroom at regularly scheduled times throughout the term. Some flexible in-class work may be completed outside of the normally scheduled class meeting times throughout the term.

**Combined Online Instruction** are online classes with some regularly scheduled meeting days and times in a remote classroom. Students will be expected to log in and be present during these times. A class with scheduled proctored exams or a live orientation is considered a combination class. Please check the course description for live attendance expectations.