

SBVC Academic Senate

Meeting Minutes

August 15, 2018

AS/SS 207 3:00 – 4:30 P.M.

Topic	Discussion	Action
1. Call to Order and Roll Call	<ul style="list-style-type: none"> • Meeting called to order at 3:03 p.m. • Roll call via sign-in sheet [attached at the end of the minutes]. 	
2. Public Comments	<ul style="list-style-type: none"> • None 	
3. Senate President's Report [R. Hamdy, Vice President, as proxy]	<p>*See attachment to these minutes for a copy of the president's written report. The president or other senators made additional comments about the following items:</p> <ul style="list-style-type: none"> • 2 Coordinator positions available. C. Huston emailed them to the campus earlier today. <ul style="list-style-type: none"> ○ Distance Education Coordinator: <ul style="list-style-type: none"> ▪ J. Notarangelo: We are proud of what was accomplished in the last year: the online committee was formed, we were invited into the OEI, and we have a 5-year plan in place. The committee is very experienced and helpful. ▪ R. Hamdy: This is a great opportunity to be on the forefront of upcoming changes. ▪ T. Long: There are 2 40% stipends available for 16 weeks. The letter of interest is due by noon on August 27th. ○ Guided Pathways: <ul style="list-style-type: none"> ▪ T. Long: 2 people for the fall (one instructional, one student services); 50% stipend. ▪ R. Hamdy: We are just starting out and there is a lot of exciting work to be done. ▪ A. Aguilar-Kitibutr: Is there any conversation about a researcher for Guided Pathways? ▪ T. Long: We can look at the plan we submitted to the state. We could potentially redistribute money to that. ▪ R. Hamdy: These are both initiatives that must be faculty led. Administrators can help, but we need to have a faculty voice in these positions. There is also a Guided Pathways one-day seminar. Email C. Huston if you are interested. 	
4. Committee Reports	<p>a. Ed Policy [P. Ferri-Milligan]</p> <ul style="list-style-type: none"> • No report. 	

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<p>4. Committee Reports, continued</p>	<p>b. Legislative [vacant]</p> <ul style="list-style-type: none"> No report. <p>c. Financial Policy [vacant]</p> <ul style="list-style-type: none"> No report. <p>d. Personnel Policy [J. Notarangelo]</p> <ul style="list-style-type: none"> We need personnel for our positions. <p>e. Student Services [A. Aguilar-Kitibutr]</p> <ul style="list-style-type: none"> No report. <p>f. Vocational [K. Melancon]</p> <ul style="list-style-type: none"> We will have a job fair in October, date and time TBD. The CTE classes have low student count, but we are talking to our high schools about trying to fill that void. <p>g. EEO [R. Hamdy]</p> <ul style="list-style-type: none"> The name of this committee was changed to align with the District's committee. <p>h. Elections [vacant]</p> <ul style="list-style-type: none"> No report. <p>i. Curriculum [L Hector]</p> <ul style="list-style-type: none"> Sitting in for M. Copeland this semester while she is on sabbatical. Much discussion on AB 705. We will start discussing what direction we are taking. Distributed the Curriculum Calendar [see handout]. Deadline to be launched into CurricUNET is October 2. <ul style="list-style-type: none"> Note that courses that need articulation with the UC schools has an August submission date. If it hasn't already gone through the process by this time, you will be working hard this year to make sure it gets into the 2020 academic year catalogue. <p>j. Program Review [P. Ferri-Milligan]</p> <ul style="list-style-type: none"> We will be meeting on Friday. Remember that needs assessment happens on October 22. EMPs are really important. They will be due to division deans on October 1. Additional data date will be September 21. Efficacy is quite a ways away, but keep in mind that curriculum from instructional needs to be up to date. <ul style="list-style-type: none"> The curriculum committee will also be responsible for SLO/SAO assessment. <p>k. Accreditation & SLOs [T. Long]</p> <ul style="list-style-type: none"> We have a lot of work. 	

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4. Committee Reports, continued	<ul style="list-style-type: none"> • First meeting on September 13th. • We have a timeline for different standards. We are starting to identify needs for those standards and collecting data for them. • We were assigned a person from ACCJC to our campus- they will be able to help us through the process. <p>I. Professional Development [R. Hamdy]</p> <ul style="list-style-type: none"> • I sent out a couple of workshop announcements. We are trying to do more one-on-one appointments. We want to accommodate the fact that everyone is at a different place. • Please read the email from D.E. Education or T. Glasatov. It's a long email, but read the whole thing and call if you need help. <ul style="list-style-type: none"> ○ J. Smith: For those who came to our campus and community meeting, it was good. Attendance was good. Spring semester is going to be our survey semester. We will select about 100 sections to survey [of 1400 total]. It may affect you. We can only notify you at the beginning of the semester because we have to select courses that are fully enrolled. A range of courses need to be included in the process so you may be asked to participate. We may want volunteers if anyone likes administering surveys. It really helps us identify where the need is so we can look for grant opportunities based on data from our stakeholders. 	
5. Additional Reports	<p>a. SBCCD-CTA [none]</p> <ul style="list-style-type: none"> • The new contract is up on the CTA website: sbccdcta.org <p>b. District Assembly [R. Hamdy]</p> <ul style="list-style-type: none"> • Will first meet on September 4th. 	
6. Consent Agenda	<p>a. Minutes</p> <ul style="list-style-type: none"> • Approve minutes from 5/16/18 • Motion 1 	<p>Motion 1: Approve the minutes for 5/16/18. 1st: Joe 2nd: David Smith Approved: Unanimously Abstentions: J. Murillo</p>
7. Old Business	<ul style="list-style-type: none"> • None 	
8. New Business	<p>a. Senator Responsibilities & Meeting Norms [R. Hamdy]</p> <ul style="list-style-type: none"> • [see handout] Remember that senator responsibilities include reporting back to our divisions. We don't always give thorough updates to our divisions so there is a disconnect between what happens here and what the full-time faculty know. • K. Weiss: Also remember that we need you to report to the whole division, not 	

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<p>8. New Business, continued</p>	<p>just your department.</p> <ul style="list-style-type: none"> • R. Hamdy: One idea is that A. Avelar sends out an update after each Senate meeting. She also encourages her division to apply for various upcoming positions, such as the D.E. Coordinator. Remember that we have a total of 160 full-time faculty and there are only about 20 people in this room. • T. Long: Can I ask that the division deans put a standing item for senators to share during division meetings? • R. Hamdy: Many do, but sometimes it's hard to make a full report because so much time passed. • Y. Beebe: It would be nice to have a summary. • D. Burns-Peters: You mentioned the idea of a lead senator in a division. I've thought about that idea. Amongst my division, I'm not sure who should take the lead. • R. Hamdy: Maybe the first step is to have senators from one division to communicate with each other to decide how information will be disseminated. We want to encourage engagement and for the Senate to be active and use their powerful voice. <p>b. Senate Standing Committees [R. Hamdy]</p> <ul style="list-style-type: none"> • Whoever is chairing the committees should call a meeting to discuss the committee's charge. • Please report recommendations to the Senate at the September 19th meeting. <p>c. Starfish Update [Y. Carter]</p> <ul style="list-style-type: none"> • We saw an uptake in Starfish usage when I sent out an email in the middle of last semester. • There is a feature where you can set up a threshold for students; if they reach that threshold the student will be sent an alert. • We have open labs for instructors who want to work on Starfish [see handout]. • There is another handout you can use to answer your frequently asked questions [see handout]. • This is only our third semester using Starfish and we are excited to see what happens. <ul style="list-style-type: none"> ○ D. Burns-Peters: Are we going to have the ability to do progress reports? ○ Y. Carter: That is what you do for EOPS, Tumaini, etc. They will be electronic. ○ D. Burns-Peters: I would really encourage you to use Starfish- students love getting kudos. I usually send them right about midterm time, right before the withdrawal date, etc. I want to support the fact that it really works. 	

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<p>8. New Business, continued</p>	<ul style="list-style-type: none"> ○ M. Worsley: I want to give it props as well. When I posted my office hour on Starfish, students actually came in. ○ Y. Carter: Last semester 20% of faculty were using it. ○ R. Hamdy: B. Andrews from Crafton Hills College will be at the Starfish labs we scheduled. <p>d. BP/AP 2410 [R. Hamdy]</p> <ul style="list-style-type: none"> • If you remember we did some revisions to AP/BP 2410, so did Crafton. • In June, the Board decided to approve language that wasn't approved by the Senates. It was really disheartening because it didn't go through the collegial consultation process. • What we hope to do is have some conversation with Board members. More updates to come. • Please look up AP/BP 2410 and read it. <p>e. AB 705 Update [P. Ferri-Milligan]</p> <ul style="list-style-type: none"> • A group has been working on this for the English department. • English 914 went away. It also looks like English 015 will be going away, but there should be an update soon. D. Hunter, the department chair, will let your department chairs know. • L. Hector: I spoke with Dr. Long to see how we can get those mass changes to courses affected by those classes with prerequisites. Changes will not be made without telling your first. • R. Hamdy: Senators from the math department, do you have any updates to share? • B. Tasaka: We are currently working on fast-track classes to absorb the developmental math classes. Students can take the fast-track classes to get to college-level math within the time period. • T. Long: We will have updates after the chairs meeting on Friday. Nothing will change this year. It all needs to go to Curriculum and Board. Additionally, as you heard L. Hector say, the articulation due date to get approved by the UCs is August 27th. We will be working along with the Curriculum Committee to try to streamline as much as possible. <p>f. Academic Senate Retreat [R. Hamdy]</p> <ul style="list-style-type: none"> • We usually have a Senate retreat before the semester starts. • This semester it's happening on August 29th. We are planning to do it off-site. I'm working with Ezry in Redlands. They have a beautiful campus. More information to come. 	

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9. SBVC President's Report D. Rodriguez [T. Long as proxy]	<ul style="list-style-type: none"> • President Rodriguez is at a budget meeting with Vice Presidents S. Stark and S. Thayer. • They will learn about the new funding formula. We can have more information for you at a future senate meeting. It really is a point system. We need to be aware of how we can earn points so that our funding can increase. • Enrollment reports- we had trouble with the add codes. Enrollment is down based on the numbers from day one. We may have conversations on late start classes. We may see a tick up if the add codes come through. 	
10. Announcements	<ul style="list-style-type: none"> • D. Fouzini is a new father! [applause] • K. Weiss: September 7th is the faculty concert in the auditorium. <i>In the Heights</i> is the play we are putting on this semester in December- auditions are right now. It's by the same person who wrote <i>Hamilton! An American Musical</i>. • R. Hamdy: I sent out the slides from Dr. Wood's presentation on Opening Day. Please watch them. 	
11. Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 4:24 p.m. 	