

## SBVC Academic Senate

### Meeting Minutes

April 51, 2020

[Zoom link](#), 3:00 – 4:30 P.M.

Topic	Discussion	Action
<b>1. Call to Order and Roll Call</b>	<ul style="list-style-type: none"> <li>Meeting called to order at 3:05 p.m. by C. Huston [President]</li> <li>Roll call by B. Tasaka [Secretary] [see <a href="#">Academic Senate Documents</a>]</li> </ul>	
<b>2. Public Comments</b>	<ul style="list-style-type: none"> <li>None.</li> </ul>	
<b>3. Senate President's Report</b> C. Huston	<ul style="list-style-type: none"> <li>Thank you to our DE and Professional Development team for their continued support.</li> <li>Communication is different and information can be interpreted differently in text, so please go to the source, e.g. the ASCCC or SBVC website, for correct and updated information.</li> <li>We will have a special topic on April 29. It looks like DE will be a topic. Exec has not yet made the agenda, but it looks like we will talk about various topics such as curriculum for online delivery, regular and substantive contact, faculty-to-student contact, etc. Please let us know if you have other thoughts that would be centered around DE.             <ul style="list-style-type: none"> <li>[chat] S. Meyer: I have an agenda item for special topics please. I would like to bring up a resolution.</li> <li>C. Huston: We'll talk about that at our next Exec meeting.</li> </ul> </li> <li>There was an email I sent out yesterday from ASCCC. They're seeking faculty to serve on ASCCC committees. It's an interesting way to work on statewide initiatives and issues. They're also looking for faculty representatives to the Board of Governors. Consider applying for that.</li> </ul>	
<b>4. Committee Reports</b>	<p>a. <b>Ed. Policy</b> [B. Tasaka]</p> <ul style="list-style-type: none"> <li>We met earlier this week. We have a list of APs and BPs we're looking at for District Assembly. We're tackling them in smaller portions instead of all at once. This week we looked at AP/BP 4105 and 5030. 4105 is on Distance Education and 5030 is on Fees. The next two we'll look at next Wednesday is 5040: Student Records, Directory Information, and Privacy, as well as 5150 on EOPS. Those are the ones that fall under Senate's purview even though there's several others up at District Assembly. Please let me know if you have feedback.</li> </ul> <p>b. <b>Personnel Policy</b> [J. Notarangelo]</p> <ul style="list-style-type: none"> <li>I would like to read a memo into the minutes [See AIR Memo]</li> </ul> <p>c. <b>Student Services</b> [A. Aguilar-Kitibutr]</p> <ul style="list-style-type: none"> <li>No report</li> </ul> <p>d. <b>CTE</b> [J. Milligan]</p>	<p><b>Motion 1:</b></p> <p>I move that the Academic Senate accept the AIR committee's recommendation that the following senators be awarded Advancement in Rank: Marcia Alfano-Wyatt and Kellie Barnett for (full) professor, and Horace</p>

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<p><b>4. Committee Reports</b>, continued</p>	<ul style="list-style-type: none"> <li>• We're dealing with a lot of the same issues everyone else is with taking everything online. But because of some of our specialized classes, some have been suspended and so we are exploring the new territory of suspended classes. So what it looks like just so everyone knows, the students will be given an incomplete in progress grade by admissions, and that will go on their transcript and we will at some later date continue the class with students. We are continuing to work closely with our students. At some point we need to offer those courses to students. Most of our classes are online like everyone else, so that's good, but we do have a few that are suspended.</li> </ul> <p>e. <b>EEO</b> [R. Hamdy]</p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p>f. <b>Professional Development</b> [R. Hamdy]</p> <ul style="list-style-type: none"> <li>• Just the same new normal. Lots of workshops. You guys get my emails every Sunday. DE is also supporting that effort with new tips and tricks. We're doing webinars on Thursdays and Fridays as well.</li> <li>• Flex Day went really well. Great attendance. Thanks everyone for supporting that.</li> <li>• Continue to reach out to me if you need support.</li> <li>• Please read my emails.</li> <li>• Please continue to submit your flex hours. We're a little behind, but we do have to submit flex to the State Chancellor's office, so keep sending that in.</li> </ul> <p>g. <b>Elections</b> [D. Burns-Peters]</p> <ul style="list-style-type: none"> <li>• The nomination for Outstanding Professors email went out. I've asked that those nominations come in by the first of next week to allow time to get the voting process completed. That way if there is some virtual form of the Spotighting event, we get that information in a timely manner. I do want to point out that all faculty, anyone who holds a faculty position in any form – counseling, library, professional development – are all qualified to be nominated so please be considerate as you go forward.</li> <li>• Also to remind you that we have the opportunity to recommend an adjunct this year. We have some who have been here for many many years.</li> <li>• The other election is for senator positions that are coming up. <ul style="list-style-type: none"> <li>○ Applied Tech: 1 position</li> <li>○ Arts &amp; Humanities: 3 positions</li> <li>○ Math: 1 position</li> <li>○ Science: 1 position</li> <li>○ Counseling: 1 position</li> </ul> </li> <li>• Elections committee members, you will be tasked with getting me nominations by the 28<sup>th</sup> so we can get a ballot out by the 29<sup>th</sup> and share the results at our first Academic Senate meeting on the first of May. Those who would like to continue their term can nominate themselves back in. And as long as your division is okay with that, you just need to share that with me.</li> </ul>	<p><b>Alexander and Michael Lysak for Professor Emeritus.</b>  1<sup>st</sup>: J. Notarangelo  2<sup>nd</sup>: D. Fozouni  <b>Discussion:</b> None  25 Responses  Aye: 100%  Nay: 0%  Abstain: 0%  <b>Motion Passes</b>  <a href="#">[Voting Record]</a></p>

Topic	Discussion	Action
<p><b>4. Committee Reports</b>, continued</p>	<ul style="list-style-type: none"> <li>• C. Huston: There aren't enough awards to go out to all the outstanding professors this year.</li> <li>• D. Burns-Peters: I agree with that. I am getting some nominations. From what I understand from President Rodriguez's update, we have other awards that we will give out this year, so think about how your colleagues fit into those categories. You can also send an applause form. You have a lot of options. Share the love.</li> </ul> <p><b>h. Curriculum</b> [M. Copeland]</p> <ul style="list-style-type: none"> <li>• The Curriculum Committee is working on DE addendums for courses that need to be online in the fall because that process is unclear. We are in the process of approving DE courses online. Last week I sent out the DE addendums and some faculty are already filling it out, so thank you, however, due to updates from the State Chancellor, we had to revise the addendum to fit those updates.</li> <li>• Look for the new addendum in the next couple days. We need to get faculty trained to teach online, but we also need to get our courses approved through our process.</li> <li>• Check your email. If you already submitted the addendum, we'll work with you to get that additional information. If you're working on one, just hang onto it for now until you get the updated addendum.</li> </ul> <p><b>i. Program Review</b> [C. Jones]</p> <ul style="list-style-type: none"> <li>• We are running the team reports for efficacy. Twenty-four full efficacies came in and 18 of those have reports written already. We voted on about half of those, the other nine will be voted on next Friday. We have responses to look over for people who were on continuation and probation, then we should be done with the efficacy cycle.</li> </ul> <p><b>j. Accreditation and Outcomes</b> [C. Huston]</p> <ul style="list-style-type: none"> <li>• We had the Flex Day event online and it went extremely well. We had about 53 attendees at our highest point. It was our best event for accreditation and reviewing the ISER. Everyone went into breakout rooms and had small group discussions, then brought feedback to the larger group.</li> <li>• We are working on getting a full final report out to the campus in very early May.</li> <li>• Just as a reminder, yes you still have to submit SLOs on the SLO Cloud even though we're teaching online.</li> <li>• Feedback I've been getting from webinars that I've been attending is that is trying to be very thorough, this time in your reflections because different things are happening. And so you can get a lot of insight from your SLOs this cycle.</li> </ul>	
<p><b>5. Additional Reports</b></p>	<p><b>a. SBCCD-CTA</b> [K. Lawler]</p> <ul style="list-style-type: none"> <li>• S. Lillard sent an email to all faculty yesterday about negotiation updates highlights. You can refer to her email; there is a link that will take you to the website. It lists which MOUs were signed and which are still pending.</li> <li>• Elections are underway. You can also go on the website and see the candidate statements.</li> </ul> <p><b>b. District Assembly</b> [B. Tasaka]</p> <ul style="list-style-type: none"> <li>• We haven't met yet. If you go to the District's website and scroll down to the very bottom you can see the</li> </ul>	

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<p><b>5. Additional Reports</b>, continued</p>	<p><a href="#">District Assembly website</a>. The agendas are there and if there are any upcoming APs/BPs that are of interest to you, you can provide feedback to me, C. Huston, G. Evans-Perry, or C. Luke. We won't meet again until May 5, so there is time to provide feedback.</p> <p><b>c. Guided Pathways</b> [T. Simpson]</p> <ul style="list-style-type: none"> <li>• We had our standing committee yesterday. I'm actually transcribing the chat.</li> <li>• We're working on mapping. Our goal is to get them out by May 2 to department chairs so they can get them to their departments.</li> <li>• I also wanted to inform on what ASCCC is doing – they decided to do in case of emergency support webinars. They're broken up by subject and they're discussion-based where everyone is sharing about best practices. They're looking for resources to support the field. I did the one for counselors and it was well-attended. I did ask that they extend the cap because they were filled. <ul style="list-style-type: none"> <li>○ R. Hamdy: I sent out a few of those small group emails and people were emailing me almost 10 minutes later to say they couldn't get on.</li> <li>○ T. Simpson: We are currently capped at 25, but I've requested that they open that.</li> <li>○ C. Huston: G. Evans-Perry, didn't you have an inventive way of letting librarians see it even though it was filled?</li> <li>○ G. Evans-Perry: P. Wall and I did it. We used Zoom, I was on Zoom and I shared my screen with her because she couldn't get in.</li> </ul> </li> </ul> <p><b>c. Online Programs Committee</b> [M. Worsley &amp; D. Burns-Peters]</p> <ul style="list-style-type: none"> <li>• D. Burns-Peters: We have a lot going on. Start thinking about design components. We need to move you to different ways to teach in this online environment and helping you think about other opportunities besides Zoom. Thursdays we have an open room from 10 – 2 p.m.</li> <li>• Professional Development has webinars on Thursdays and Friday's we're doing webinars. We did two on Proctorio, and next is substantive interaction.</li> <li>• We're working with Curriculum to get the DE addendums through.</li> <li>• We're keeping our webpage up-to-date. For training sign-ups, you can <a href="#">sign up here</a>. Regular and effective contact page (VERY useful for DE Addendums): <a href="https://www.valleycollege.edu/online-classes/faculty-resources/reg-effective-contact.php">https://www.valleycollege.edu/online-classes/faculty-resources/reg-effective-contact.php</a></li> <li>• Our CTE Pathways grant got extended through December 30.</li> </ul>	
<p><b>6. SBVC President's Report</b> D. Rodriguez</p>	<ul style="list-style-type: none"> <li>• I encourage you to go to the District, county websites for clarification. I'm on the county website often, so we can make decisions based on what's in the best interest of our district.</li> <li>• Thank you to DE for doing an outstanding job. We recognize the need and appreciate it.</li> <li>• What are the ongoing services we're offering at the institution? <ul style="list-style-type: none"> <li>○ Library: Tuesday/Wednesday 10 a.m. – 7p.m.</li> <li>○ High Tech Center: Offering support for our students with disabilities</li> </ul> </li> </ul>	

Topic	Discussion	Action
<p><b>6. SBVC President's Report, continued</b> D. Rodriguez</p>	<ul style="list-style-type: none"> <li>○ Shipping Services</li> <li>○ Mailroom: Open two days a week</li> <li>○ Custodial: Should be finishing up a majority of their work this week</li> <li>○ Same with Maintenance and Operations</li> <li>○ Food pantry is also open on Tuesdays and Wednesdays.</li> <li>● This week we started distributing Chromebooks. We are looking into hot spots for students who don't have access at home.</li> <li>● There also seemed to be confusion around evaluations. Our classified professionals, not faculty, are being evaluated in April.</li> <li>● We are looking for ways to save money during this time. We're going to limit and turn off some of our HVAC systems where buildings aren't being utilized. We're doing this very thoughtfully; some areas require specific temperatures and we have our eyes on that.</li> <li>● Congratulations to the accreditation team for their forum. Thank you all who participated in that.</li> <li>● We are anticipating next year and possibly the following year to be a little rocky in resources. We don't know how COVID-19 will affect the budgets. There's still a lot of uncertainty in that. Chancellor Torres might address some of that.</li> <li>● Summer enrollment is holding strong. Our numbers are holding in comparison to last year. We're in our second day of fall enrollment and things look fine.</li> <li>● A reminder to tune in every other Tuesday in a Zoom meeting at 11:00 a.m. to ask questions, get clarifications, etc.</li> <li>● I want to thank A. Pave as a product of our last all-campus meeting. He gave us some really good examples of organizations that provide virtual commencements. We have some good starting points if we decide to go down that road.</li> <li>● <b>Questions/Comments:</b> <ul style="list-style-type: none"> <li>○ R. Hamdy: We talked about a virtual Spotlighting. Is there more information?</li> <li>○ D. Rodriguez: I don't have additional information about that right now. I do have a meeting with P. Bratulin coming up where we can look at that. You're welcome to be a part of that meeting. It's important that we do something to honor our faculty.</li> <li>○ M. Lawler: You're hoping to get Chromebooks to everyone so we don't have to be on campus. Are resources for students with disabilities still going to be available?</li> <li>○ D. Rodriguez: If there's a need. We do want to be fully remote, but we'll consult with those professionals.</li> <li>○ M. Lawler: You mentioned that the mailroom is open two days/week, do you know the two days?</li> <li>○ D. Humble: Tuesdays and Fridays.</li> <li>○ M. Valdez: Are we going to have Student Health Services available? I had a few students ask me.</li> <li>○ D. Rodriguez: E. Akers can speak much better to that, but I know they have a very robust website.</li> </ul> </li> </ul>	

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<b>6. SBVC President's Report</b> , continued D. Rodriguez	<ul style="list-style-type: none"> <li>○ M. Valdez: We use the Health Services for students to get into the program.</li> <li>○ E. Akers: I'll do it all at once; I'm on the agenda later.</li> <li>○ K. Lawler: Is there any forecast for fall athletics?</li> <li>○ D. Rodriguez: There's not. I was talking to folks last week. We're looking at what the CDC advises and the C2A. I know they're communicating with us every couple weeks. I'll be sure to send any information I get out to the coaches and those in athletics.</li> <li>○ Thanks all, if you have questions, please feel free to email, text or call me on my cell phone (909) 800-6252.</li> </ul>	
<b>7. Consent Agenda</b>	<b>a. Minutes</b> <ul style="list-style-type: none"> <li>● 4/1/20 <ul style="list-style-type: none"> <li>○ <b>Motion 2</b></li> </ul> </li> </ul>	<b>Motion 2: Move to approve the consent agenda.</b> 1 <sup>st</sup> : D. Smith 2 <sup>nd</sup> : L. Cuny <b>Discussion: None</b> 24 Responses Aye: 98.5% [23 votes] Nay: 0% Abstain: 4.2% [1 vote] <b>Motion passes</b> <a href="#">[Voting Record]</a>
<b>8. Action Agenda</b>	<b>a. Chancellor's Update</b> [J. Torres] <ul style="list-style-type: none"> <li>● Thank you for having me with you. I know there has been a lot of uncertainty and a lot of questions due to COVID-19. I think as a district, we have moved so fast with so much effort. Thank you for the teamwork shown across the district. It makes me proud to work with all of you and I appreciate you all. It's been amazing. I've received emails from other districts and we've moved at a fast pace. We moved two complete colleges with about 20,000 students to online in about two weeks. We've been proactive to address issues.</li> <li>● We have reduced interaction of campuses and you hear President Rodriguez say hopefully we will continue to close so that we use the same that we all stay safe for us and our families as well.</li> <li>● We've made partnerships. The Food Assistance Program that you'll be co-hosting with Community Action Partnership. Also partnerships with county superintendent schools with San Bernardino and Riverside County. KVCR made a special update for updates for the Inland Empire. A lot of other updates are for LA or the state, but KVCR made sure to do one for us.</li> <li>● We purchased Chromebooks and facemasks. I know SBVC was one of the first to get hand sanitizer stations.</li> <li>● We already had MOUs with bargaining units. It's the partnerships that came out of this, that's the silver lining.</li> <li>● We have done a lot. We're learning, we're adjusting, we're being flexible. I ask you to continue that and continue working together. Thank you.</li> </ul>	

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<p><b>8. Action Agenda,</b> continued</p>	<ul style="list-style-type: none"> <li>• You may have seen this morning, an email came out of HR. We are considering offering an early retirement incentive. We're evaluating what's feasible. The Board will need to approve this. If you're close to retirement and this is right for you, take advantage of it if you want to. This is not something we do on an annual basis.</li> <li>• President Rodriguez talked a little about budget. We are in times of uncertainty, that I can tell you. My prediction is this upcoming year we might be okay, but we might experience difficult times in 2021-2022. That's when we might experience some lower-level funding. We are recipients of the CARE ACT, which will be kicking in. That will help, but there are certain things that the state is coming up with, calling it a working budget. Historically enrollment increases when the economy is not as great or when there is a high unemployment rate. That's my expectation. We might have some unfunded FTES in upcoming years.</li> <li>• The Chancellor search was extended to the end of October due to COVID-19. The Board wasn't sure if we would get submissions for possible cabinets.</li> <li>• I do want to share some goals from the Board of Trustees. There are five. <ul style="list-style-type: none"> <li>○ Student Success – this is a multi-year goal <ul style="list-style-type: none"> <li>▪ Implementation of Guided Pathways</li> <li>▪ Implementation of AB 705</li> </ul> </li> <li>○ Equity and diversity</li> <li>○ College affordability <ul style="list-style-type: none"> <li>▪ Promise implementation</li> <li>▪ Feasibility of student housing. Some of you might know, we are looking at the swap meet across from the college. If it's possible, we'll look at the feasibility of that.</li> </ul> </li> <li>○ Operational efficiencies <ul style="list-style-type: none"> <li>▪ Inland future foundations – This was put on pause, we already have foundations at SBVC and CHC, and we thought a third was not in the best interest of the district, so it's on pause for now.</li> <li>▪ KVCR – Staffing, revenue, and alignment with communities.</li> <li>▪ EDCT – A big challenge is we need to align with colleges. We don't want to duplicate anything the colleges are doing. We want to complement, not replicate. There are a few grants that provide support for that community. Right now, there's some personnel issues that I cannot go into detail. Once those are addressed, we'll continue on EDCT.</li> </ul> </li> <li>○ Strategic planning – We want to make sure we engage in the strategic planning process.</li> </ul> </li> <li>• We have great momentum in the district. I can tell you that COVID-19 has not stopped us. We will continue to move forward to provide prosperity for our communities.</li> <li>• <b>Questions/Comments</b> <ul style="list-style-type: none"> <li>○ [chat] M. Worsley: Did I hear about hiring freeze?</li> <li>○ J. Torres: Not at all. There is no hiring freeze. We could hire. It's on hold, which is different than a hiring freeze. We put them on hold because there is no way to have committee meetings, pretty much, because</li> </ul> </li> </ul>	

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<p><b>8. Action Agenda,</b> continued</p>	<p>of the social distancing we can't have more than 10 people in one room. So K. Hannon is working on making sure that we have a process in place so we can continue to move those hirings forward.</p> <ul style="list-style-type: none"> <li>○ [chat] A. Avelar: if people retire with the incentive, will the positions be replaced?</li> <li>○ J. Torres: I'm maybe going to ask President Rodriguez to jump in as well. I can tell you we aren't in position to reduce staffing. I'm not going to tell you if there is a position that retires, can we combine it or create a different one that will help us better, I'm thinking more for classified. With faculty, I'm not going to get into who needs positions more than others because we all need positions, I can tell we aren't in positions to eliminate faculty. Two or three years ago, we were using cost-saving techniques, that's not what this is.</li> <li>○ D. Rodriguez: We'll use our campus process to identify replacements.</li> <li>○ [chat] L. Cuny: Suggestion with the show KVCR is producing right now there are great learning opportunities for all students. I'd suggest that Tony Pappa let us know what he's producing with that show.</li> <li>○ J. Torres: Definitely. Thank you, we'll take note of that.</li> <li>○ C. Huston: As far as the Ed To-Go site. We keep hearing it's going to get taken down, but it's not.</li> <li>○ J. Torres: I've looked into that because you mentioned it to me. It's not our website. It's a third-party website that's managed by someone else. It was a partnership that EDCT had with them. We don't have the capacity to take it down.</li> <li>○ C. Huston: They're branded as SBCCD. Is there a way to un-do the partnership?</li> <li>○ J. Torres: We can look into the contract and how long is left.</li> <li>○ [chat] A. Avelar: How will EDCT make sure it doesn't duplicate what the colleges are doing?</li> <li>○ J. Torres: We've had a lot of conversation in the Chancellor's Cabinet. I want to let you know that the leadership is working extremely well together. We're having honest conversations and talking about all possible needs and where the issues are. One thing is we need to learn everything that EDCT is doing as well, and what grants are applied for. We want to apply for grants that make sense.</li> <li>○ R. Hamdy: What does the structure of EDCT look like with some of the changes? If there are grants active and some folks who still work there, what does it look like now?</li> <li>○ J. Torres: They have about six managers and about five or six classified staff. All of them, with the exception of a couple positions are paid for through grants. They're working remotely as well with the exception of a few who comes to the campuses.</li> <li>○ R. Hamdy: So they have a new person who oversees their operations?</li> <li>○ J. Torres: D. Kerebal is overseeing things and she works directly with me at the moment.</li> <li>○ [chat] A. Avelar: We also probably want to make sure what's offered isn't something the colleges should be offered.</li> <li>○ J. Torres: Definitely. Of course.</li> <li>○ R. Hamdy: I just want to say that the District is putting out some great emails to the faculty and staff that really help summarize all the effort. Thank you for the work that you guys are doing.</li> <li>○ J. Torres: Thank you.</li> </ul>	



Topic	Discussion	Action
<p><b>8. Action Agenda,</b> continued</p>	<p><b>b. ACCJC [C. Huston]</b></p> <ul style="list-style-type: none"> <li>● I wanted everybody to be aware of this.</li> <li>● B. Tasaka: It's under Agendas and Minutes on our webpage.</li> <li>● C. Huston: Please review this. We are looking at our Institution-Set Standards. If you have questions or see anything that needs to be corrected. This was kind of an oops we did at our last meeting because we chose to have an open Q&amp;A form and pushed off Senate Business. This should have come to us before it went to ACCJC, so that's our bad. ACCJC does allow corrections.</li> <li>● Class Caps [Mary]</li> <li>● Class caps are as posted on the website for everybody to review.</li> <li>● All the faculty that turned them in – we have their numbers there.</li> <li>● If they did not turn one in, we went with the past semester. So I would like a motion to approve the recommended class caps. <ul style="list-style-type: none"> <li>○ <b>Motion 3</b></li> </ul> </li> </ul> <p><b>c. DE Addendums [M. Copeland]</b></p> <ul style="list-style-type: none"> <li>● Already discussed during the Curriculum Committee's update.</li> <li>● I spoke with the DE leads at length today, we might have a workshop for those who need help with their addendums. Keep your eyes open for that.</li> <li>● C. Huston: I get questions from people about the DE process at the state vs. local level.</li> <li>● M. Copeland: The Curriculum Committee has no purview over who teaches a course, but we will be approving or not approving courses for summer and fall. If a course is not approved it will not be offered.</li> <li>● C. Huston: From the state, it says it needs a plan for local approval to be completed by December.</li> <li>● M. Copeland: Right. We had a lengthy discussion about this. D. Humble will get a list of all courses. Our goal is to look at every course faculty want to offer. We're going to have them all locally approved before fall semester starts. The Committee wants to get those approvals done before the courses are offered.</li> <li>● C. Huston: The language from the state allows for it to happen after the fact.</li> <li>● M. Copeland: Both the DE and Curriculum committees feel they can accomplish it before the semester starts.</li> <li>● C. Huston: I also heard that some faculty think they have to complete training before summer or fall to be able to teach a class online.</li> <li>● D. Burns-Peters: We are encouraging it. I can speak to the fact that there is not a hard and fast deadline in place, however we are ramping up our training availability for those who want to teach in summer or fall. Our local processes don't have a deadline. We haven't set rules like that in place, although we had a long-term goal set by D. Humble and the DE team.</li> <li>● C. Huston: The DE addendum from the state says we're submitting a plan for continuing education.</li> </ul>	<p><b>Motion 3:</b> Move to approve recommended class caps as presented. 1<sup>st</sup>: M. Lawler 2<sup>nd</sup>: T. Allen <b>Discussion:</b> None 23 Responses Aye: 87% [20 votes] Nay: 4.3% [1 vote] Abstain: 8.7% [2 votes] <b>Motion passes</b> <a href="#">[Voting Record]</a></p>

Topic	Discussion	Action
<p><b>8. Action Agenda,</b> continued</p>	<ul style="list-style-type: none"> <li>● D. Humble: Nothing to add. One thing to keep in mind is we're still in a state of emergency. We're still in a crisis situation. Now is not the time to put a hard and fast deadline to the training. What the DE team has done is amazing. We are supporting that. Use this time to go through the trainings and be trained as much as you can. We'll look at a deadline for sometime next year, but right now we're just encouraging those faculty who have not yet been trained to go through the training and sign up.</li> <li>● C. Jones: I did have a question about the fall because it was my understanding that the schedule was already set. So if the instructor or the course is not approved, does that mean we just suspend that class at that point? Before I said we weren't being asked to adjust our fall schedules.</li> <li>● D. Humble: Right now the schedule online that students are registering for is the schedule for fall that the divisions submitted. We have not yet made a decision for fall. We'll continue registration for those courses. We'll reevaluate course offerings at that time. Right now we proceed as scheduled until otherwise notified.</li> <li>● C. Jones: I wonder what will happen to full time faculty who need to make load if they don't have the training for DE.</li> <li>● D. Humble: In that case we'll review and evaluate it on a case-by-case basis. We encourage all full-time faculty and all adjuncts to go through the training.</li> <li>● C. Jones: With Chemistry we can only offer fully 150 online. Is there any exception for hybrids where we offer labs face-to-face, or that's just totally out of the question?</li> <li>● D. Humble: That'll be determined as we go along depending on what type of restrictions are lifted with the stay-at-home orders and through the district.</li> <li>● C. Jones: So, if you can do a hybrid, you should do an addendum to be partially online?</li> <li>● D. Humble: It's up to discipline experts to make that pedagogical decision.</li> <li>● M. Copeland: It's up to the discipline experts, but if you want the option to be online you need the addendum. Where, you know, there is a concern that possibly the state will require us to be fully online, and if you want the option to offer the course in any form online and it does not have that DE approval, then you want to get that addendum filled out.</li> <li>● C. Jones: Even if the class doesn't make sense online?</li> <li>● C. Huston: C. Jones, can you and M. Copeland talk about it offline?</li> <li>● C. Jones: Sure.</li> <li>● D. Burns-Peters: I want to have some additional discussions with you. Let's see if we can help you out.</li> <li>● D. Humble: Just one final comment - the ASCCC has been working really closely with the Chancellor's office. There's been great information. We had a webinar. There's some great models that other colleges are incorporating. Faculty will have some flexibility on how they fill out these approvals.</li> </ul> <p><b>d. Mental Health [E. Akers]</b></p> <ul style="list-style-type: none"> <li>● <a href="#">[Student Health Services website]</a> I'm hearing great things about what faculty are doing with their students and giving them support. This is an opportunity to give support to our students. It's going to take all of us.</li> </ul>	

Topic	Discussion	Action
<b>8. Action Agenda,</b> continued	<ul style="list-style-type: none"> <li>• We started online counseling this week.</li> <li>• At the bottom we have how they can contact us.</li> <li>• We can pick up messages on our regular phone number. They'll be talking to the secretary, clerk, or nurse, and we can guide them through the process of making an appointment and getting the forms they need. We have to re consent everyone because of the virtual environment. For instance, we have to make sure students know what to do if we get cut off so we aren't deserting them in the middle of a session. We also have to be HIPPA compliant, so we're using a more secure Zoom.</li> <li>• We're starting to bring on new clients. We have a waiting list who we're starting to contact. Our independent contractor is calling anyone who is in crisis and walking them through what they need. We aren't really equipped for crisis intervention for a virtual environment.</li> <li>• The crisis text line is really helpful. Suicide Prevention Line. Merrill Center and Windsor Center: still helping current clients. They do a whole person approach. Homeless students can go there as well for showers, laundry, etc.</li> <li>• We have a yellow folder we put together for faculty. It has a lot of decision trees so you can sort out what's going on with a student. It also has a phone number and access for our county crisis suicide team. They'll actually go to a home or campus. They just need to know that the situation is stable and safe, then they'll go do an assessment.</li> <li>• We're doing a "Finding Your Calm" group from 1 -2 on Zoom. That's available to students. Next week it will be widely advertised to students. They don't have to stay the whole time.</li> <li>• We have not figured out how to do lab work and physicals for students in clinicals. We'll probably help students find community resources. I know Fox Medical is one that sees our students for physicals and TB tests and X-rays. We have a lab we work with, so we might have to work out a way to get students to go there directly.</li> <li>• We charge for immunizations and TB. Fox also charges, but they're reduced. I know students can also go to public health to get immunizations. They have to let them know they're in a public health program.</li> <li>• For birth control, we use family pact for most of our students. Students can use their family pact card and go to any of those clinics.</li> <li>• I've been off on FMLA and I just want you to know that our nurse, secretary, clerk, and our whole team have been amazing because I haven't been there to support them. I'm really proud of them. We have an amazing team.</li> <li>• Once we have that yellow folder online, we can make a Zoom for interested faculty to use those resources.</li> </ul>	
<b>9. Public Comments on Non-Agenda Items</b>	<ul style="list-style-type: none"> <li>• A. Avelar: I'm working on chairs for the 2020 – 2021 academic year. I still need volunteers. If you're interested in chairing Personnel (potentially), Legislative (potentially), or EEO (potentially). If I reached out and you didn't have a chance to respond, it's okay to tell me no. My feelings won't be hurt. The chairs do need to be senators, I should have these recommendations for the Senate in the near future.</li> </ul>	

Topic	Discussion	Action
<b>10. Announcements</b>	<ul style="list-style-type: none"> <li>• C. Huston: Reminder that we have a 5<sup>th</sup> Wednesday meeting on April 29. We'll focus on DE. If we need to make any motions, it will give us the opportunity. Because we aren't having finals on campus, it's entirely possible to squeeze one more meeting if we need more time. This would be on May 20<sup>th</sup>.</li> <li>• A. Aguilar-Kitibutr: I would like to recognize the colleagues in the counseling center and student services for the trainings for using student portal, Cranium Café. Kudos to everyone.</li> <li>• D. Burns-Peters: I would like to second that. I don't think people realize the amount of work that had to be done in a short amount of time, that normally happens over a few months.</li> <li>• B. Tasaka: Don't forget to fill out your voting sheets, then all you have to do is hit "send." We only have three motions by my count.</li> <li>• C. Huston: Right, just the three motions. If you weren't here, don't vote.</li> </ul>	
<b>11. Adjournment</b>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 4:51 p.m. <ul style="list-style-type: none"> <li>○ <a href="#">Link to this meeting's Zoom video</a></li> </ul> </li> <li>• Next meeting: April 29, 2020, at 3:00 p.m. via Zoom (link will be shared on our webpage).</li> </ul>	