

Commonly known as the "Ten Plus One," (as articulated in [Title 5 of the Administrative Code of California, Sections 53200](#)) the following define "Academic and Professional matters.":

- Curriculum including establishing prerequisites and places courses within disciplines
- Degree and certificate requirements
- Grading policies
- Educational program development
- Standards or policies regarding student preparation and success
- District and college governance structures, as related to faculty roles
- Faculty roles and involvement in accreditation processes, including self-study and annual reports
- Policies for faculty professional development activities
- Processes for program review
- Processes for institutional planning and budget development
- Other academic and professional matters as mutually agreed upon between the governing board and the senate

	Agenda Item	Discussion	Action
1.	Call to Order and Roll Call (Sign- In)	Meeting called to order at 3:06 p.m. Sign-in Sheet and Voting Record	
2.	Public Comments on Agenda Items (max. 10 minutes @ 2 minutes each)	None	
3.	Senate President's Report	<ul style="list-style-type: none"> • Applause Cards from December 2021 and January 2022: <ul style="list-style-type: none"> ○ Armando Garcia, Counseling ○ Jeremiah Gilbert x2, Mathematics ○ Brandy Heller, Counseling ○ Tania Laguna, DREAMers Resource Center ○ Dirkson Lee, Writing Center ○ Teresa Orozco, Modern Languages ○ Andre Wooten, Counseling • Board of Trustees written report in December 2021 and verbal report in January 2022. I highlight the great work we're doing. In January I spoke to our opening week and the work we're doing to transition to the online environment. I spoke to the fact that we are becoming more data driven and looking for support in how to make that happen. I spoke a little to the idea that faculty in general are appreciative of 	

		<p>our need to remain safe, but there was also concern in certain areas in terms of what it takes to make that happen in a quick pivot. So I wanted to highlight the struggle we're having as a faculty body right now, yet the resilience we continue to see. At each Board of Trustees meeting there are key indicators and reports shared out, and AB 705 is reported on a regular basis. They are looking at those things and that might be something we want to look at as a Senate body this semester so we are in the know of what's being reported and we are familiar with what those numbers look like. Chancellor Rodriguez shared a little bit on opening day, but Trustee Williams has been inquiring on some topics and prompting some thoughts at Board meetings. They're focusing on what we're doing as a district and as campuses. They also want to focus on how we support our distance education students. They also asked about technology and how we stay current.</p> <ul style="list-style-type: none"> • CCCCO Communications announced the California Volunteers Higher Education Institutions Historic College Service Program. It's a multi-million-dollar grant that has been awarded to a select number of campuses to support students in community service. In a nutshell, students can give two years of community service and, in return, receive \$10,000 in support of that work. We were one of 45 colleges (out of the 116 in California), along with Crafton. Chancellor Rodriguez and I have been talking about this to see what this means for our students. We get \$1.7 million, that's our share. • Voting records – Senators, please make sure you submit your votes after meetings end. We do a verbal vote to have an idea of whether or not something passes, but the electronic vote backs us up. If we don't have enough votes to represent quorum we may have to come back and revisit a motion. We just need you to document the vote you made verbally. • Part-time ASCCC event 	
4.	<p>Committee Reports</p> <ul style="list-style-type: none"> a. <i>Student Services</i> b. <i>CTE</i> c. <i>EEO</i> d. <i>Professional Development</i> e. <i>Elections</i> f. <i>Curriculum</i> g. <i>Program Review</i> 	<p>b.CTE [S. Meyer]: The Strong Work Force funds have been allocated; please start spending. Correspond with A. Campos to spend funds.</p> <p>f. Curriculum [M. Copeland]: The Curriculum Committee had an emergency meeting on 1/18/22. Thanks to the committee members and faculty who attended to approve DE Addendums for this term. Thanks to those who wrote DE Addendums, and to K. Yarborough for all the work she did.</p> <p>g. Program Review [C. Huston]: Needs Assessment is currently in progress. EMP sheets and Needs Requests forms are due by noon on February 2. We have two drop-in workshops on 1/24/22 at 2:30 p.m. and 1/28/22 at 10:30 a.m. Feel free to reach out</p>	

	<ul style="list-style-type: none"> h. Accreditation & Outcomes i. Financial Policy j. Distance Education- k. Personnel Policy l. Legislative m. Ed. Policy n. Guided Pathways 	<p>to me, J. Oxendine, or any member of the committee directly if you cannot make those drop-in times. The committee decided to suspend program efficacy again for spring 2022. This is the last year we can suspend it because it has to be done every six years and we're on a four-year cycle. Anyone who was supposed to do efficacy in spring 2020 can expect to do it in spring 2023, hopefully with a new, updated, revised process that's going to add value to efficacy in what you're doing and what you're getting out of it.</p>	
5.	<p>Additional Reports</p> <ul style="list-style-type: none"> a. CTA 	None	
6.	<p>SBVC President's Report Interim President S. Thayer</p>	<ul style="list-style-type: none"> • Acknowledgement of work that's been done. Could not have asked for a better response from the campus community. • The campus set up information tables for students who did not get the message and who came to campus. Messaging through Canvas is critical for our students. • Students have received text messages, emails, and social media. We're trying to get the information out as broadly as possible. • District sent an email about the \$1.7 million grant. Students can receive up to \$10,000. • Covid Clinic is our testing on campus for those who have an approved exemption. It's in CTS 106 on Tuesdays and Wednesdays from 11:00 – 7:00 p.m. • Our library, food pantry, and bookstore continue to remain open. • As a reminder any student who registers for the spring semester has their books included. They can pick them up at the bookstore. • The governor's budget came out. The budget looks good for community colleges. It's an increase from last year. There'll be a revision in May and the state has until July 1 to officially sign it into law. • Our gala had initially been scheduled for January 22. We postponed it to April 1. • We have been working on providing some debt relief for our students through HERF/CARES dollars. • We are expanding our partnership with 24-hour docs. That service provides telehealth to our students for mental and physical health. • At-home COVID tests are available if you go to www.covidtests.gov; they will be delivered to your home. 	

7.	<p>Consent Agenda</p> <p>a. Approval of the minutes for 12/1/21</p>	<ul style="list-style-type: none"> • Motion 1 • Discussion: None 	<p>Motion 1: Move to approve the minutes. 1st: C. Huston 2nd: S. Meyer 23 responses Aye: 87% (20 votes) Nay: 0% (0 votes) Abstain: 13% (3 votes) Motion passes</p>
8.	<p>Action Agenda</p> <p>a. Confirmation of online meeting format</p>	<p>a. Confirmation of online meeting format [D. Burns-Peters]</p> <ul style="list-style-type: none"> • Basically, we are confirming our decision to continue to meet in an online environment via Zoom. We need to have on record that we identify we are still in a position that qualifies to meet in an online environment and we will continue to do so this semester unless the situation changes to a point that we no longer qualify. • Motion 2 • Discussion <ul style="list-style-type: none"> ○ D. Burns-Peters: Here is a resource as a friendly reminder of the legislation that was signed, AB 361 https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220AB361 ○ C. Huston: Would this motion roll down to the committees of the Senate like Curriculum and Program Review, or should those committees put this motion on their agendas and have their committees vote too? ○ D. Burns-Peters: I think that's a good question; I will open that for discussion. I know we voted on this last semester; we were asked by the Chancellor to provide that vote for this semester if there was ever an inquiry about why we're meeting online and that we actually have a vote on record saying we've all agreed. Would we need an amendment to include committees of the Senate? ○ R. Hamdy: I want to comment on this being something we potentially vote on every semester. As I understand it we voted to meet online until otherwise clear that it's totally safe to be back in full capacity, so I am not in favor of us continuing to vote every semester. I'm in favor of us, given it's before January 1, 2024, then we would motion to end the teleconference situation under this bill. I don't think it's appropriate to motion each semester given that it's obvious. 	

		<ul style="list-style-type: none"> ○ D. Burns-Peters: I agree, that’s how we voted in December, I wanted to do this out of an abundance of caution. ○ R. Hamdy: Just because it’s the start of a new semester, it doesn’t negate the decision we made and the assembly bill is very clear it’s through January 2024. We did talk about it as a senate body, that if the circumstances changed we would vote to come back in person; that’s what I remember the discussion being. I don’t want to set precedent that this comes on the agenda because we have so many more semesters of this. ○ C. Huston: Friendly Amendment that it rolls down to the committees of the Senate, such as Curriculum and Program Review and this vote will stand until rescinded by a vote. ○ T. Allen: I agree to that. 	<p>Motion 2: Move to approve the minutes.</p> <p>1st: C. Huston 2nd: T. Allen 22 responses Aye: 91% (20 votes) Nay: 9% (2 votes) Abstain: 0% (0 votes)</p> <p><u>Motion passes</u></p>
<p>9.</p>	<p>Information Items (max. 25 min.)</p> <ul style="list-style-type: none"> a. Accreditation and Outcomes Committee Report b. Facilities and Safety Committee Charge Update c. Strategic Planning & Educational Master Plan: Establishment of EMP Committee 	<p>a. Accreditation and Outcomes Committee Report [C. Huston]</p> <ul style="list-style-type: none"> ● [View Accreditation and Outcomes Committee Charge (1st read)] ● Our committee reviewed its charge and this is what we came up with. We wanted to get some feedback from the Senate. ● Changes include a name change to the Accreditation Steering Committee. I delegated this charge review to several people on the committee, including B. Tasaka, who developed this charge and it has a much more active voice. It says things like, “The committee is responsible,” instead of, “The committee monitors.” It defines a purpose for the committee. ● It also removes SLOs and outcomes from the committee. The history of how outcomes got to be a part of the committee is we were going to our previous accreditation visit, which would have been in 2014. We had no process and we needed one for accreditation, so the committee kind of just ran with it and rolled out a process and started collecting all the information. Now it seems like it belongs somewhere else; that’s an ongoing conversation in the committee as well. ● We were at one faculty member per division and other interested faculty, staff, administrators, and students. Now we are looking at three Vice Presidents or their designees, one faculty per division, at least two classified from the Classified Senate and CSEA, and one student. There are also ex officio members. Please take time to review this and provide feedback to the Accreditation and Outcomes Committee, as we’re named now, so we can finalize this and roll it out. 	

- B. Tasaka: I'll just mention this was done with a collection of faculty, classified, and managers. It was done very collegially and intentionally. The goal was to make sure that C. Huston, or whomever is in her role in the future, doesn't feel like they have to carry the weight of our entire accreditation process. The intent was to make sure all invested groups like Senate or Curriculum have a say and get to be involved, when appropriate, and that it's not just, "Oh no the accreditation visit is tomorrow." Not that C. Huston does that, but the intent is to support that role as much as possible because historically that person does a lot of heavy lifting.
- D. Burns-Peters: I don't know if it's worth sharing, but you mentioned that outcomes will be moved as part of that recommendation. As we know, B. Tasaka has been our SLO, well Outcomes Faculty Lead, and that committee is also looking at that job description. That role is going to be opening again as well; it opens every three years, so you will hear more about that. So you will be hearing more about where that position and potentially committee come from.
- C. Huston: It will be on the committee's agenda for our first meeting on February 1. We should have a recommendation by the second.

b. Facilities and Safety Committee Charge Update [T. Vasquez]

- [\[View Facilities and Safety Revised Charge \(December 2021\)\]](#)
- D. Burns-Peters: T. Vasquez is the co-chair of Facilities and Safety Committee. There has been a tremendous amount of work to restructure what the committee charge looks like. It's gone to College Council, but thought it was important to share it here and maybe highlight the impetus behind making that change.
- T. Vasquez: The Facilities and Safety Committee had a charge, but when we started back in August we had a meeting as a committee. We realized we weren't really satisfied with the committee because what it stated was misaligned with what we were actually doing and maybe it could do more. So, as members we started to discuss what the charge was. From a quick look, notice it's simple, and it does have specific things about it in terms of who we are. There's still some pieces in here that were unclear to us as members of the committee, so we started working on iterations of it.
- The new charge is longer because it's a substantial effort that will give us a good foundation as to what we're getting into, and this also amplifies the resolution from the Senate on anti-racism; we wanted to introduce that into the charge as well. I highlighted a part in pink that I'm very proud of. We worked really hard to

make sure we had pieces that were really valuable to all, and I hope they are honestly, I mean that's why we're here as senators. I want to see myself in these pieces, whether as a student because that's who we serve, or as staff or faculty. I wanted to hear thoughts, but obviously this is an information item.

- D. Burns-Peters: There are comments of support and gratitude in the chat.
- **Questions/Comments:**
 - L. Cuny: Some of us have been talking about sustainability on campus so I know I'm really interested in working on this committee and with it however I can in terms of how we can improve our sustainability on campus. It speaks a lot I think to our students because it's not just recycle bins, it's how they get to campus, all of those things come into plan.
 - D. Burns-Peters: Maybe you can share the committee meeting time with us in the chat? We will also be looking at our committee assignments again, so that's a good opportunity to join the work.

c. Strategic Planning & Educational Master Plan: Establishment of EMP Committee
[D. Burns-Peters]

- To give you a little background, this is regarding strategic planning and the Educational Master Plan, and the establishment of an EMP Committee. We're in the middle of strategic planning and the creation of our educational master plan so these two items will shape what we do over the next five years or so. I was new faculty the last time, so it was a little distant from me. It's a lot of work during this time period, but it's also an exciting time that we get to have input and feedback on what we believe we want the campus to have established as goals because that drives all the rest of the work we do. It drives how we interact with our students, it drives our program review, it drives a lot of things for us on campus. I'm excited to do it in a thoughtful way; we've had discussion about this in previous senate meetings and I expressed my intent to bring it up when we're down with strategic planning and our EMP.
- We also shared in order to do this efficiently we recognize that our current manpower, the availability of that manpower and the burden that we would have to put on our faculty leads and our executive leadership, it's just a big lift. It's a full time job essentially, so that being said, there was an agreement to hire a consulting group. We do have a consulting group working with us on this project and I see them supporting the district in his process so both campuses will be interacting with our contracting agency. We call them CBT, so you're

		<p>going to hear that come up when we talk about strategic planning and the EMP process. CBT stands for “collective brain trust,” the consulting group that was chosen. They have a very strong educational background, the members of that consulting group, I believe all of them with one exception come from higher education and have a really strong background and knowledge of what we do every day. We are at a stage where everything’s been set, contract is in order, and they’re ready to do their work. You can imagine we don’t want them doing their work in isolation or outside of our system just looking in, nor do they have that intention. The expectation is that there’ll be an ongoing collaborative process and communication between the campus and district, the campus and with them.</p> <ul style="list-style-type: none">• So for our part, they ask we establish a working group in order to guide the development of our 2022 – 2027 educational master plan [view work group list]. So that we have representation across all areas of the college, we can collaboratively with their team, provide input and feedback throughout the process, and support the alignment of the EMP with our college mission, vision, and values. We will be looking at those for sue, keeping our students’ success, equity, and service to the college region at the center of our discussion as we develop this plan. And to exemplify quality employee engagement, advocate for additional internal stakeholder engagement, serve as a communication body to the internal college community. So ensuring voices are heard and to adopt the three p’s: Participation, preparation, and peer communication, so that’s the purpose of this working group. We need to establish that, so I’m presenting it here today. I want you to take this information and provide feedback because now’s the time to do it before we make official committee and assignments to that group. They have also included some requirements here of what they expect to see in that committee and that it looks at all three areas of the college: academic affairs, student services, as well as administrative services. They identified liberal arts, sciences, and CTE, and I said, okay that’s three. So one of my questions is, are these the only three that we want to represent us or should there be more? I’m looking at our diversity, equity, and inclusion representatives; they’re looking at diversity in terms of gender, age, as well as ethnicity, and long term and short term, even those with less than five years’ experience. Oftentimes it’s those that have the longest institutional knowledge and experience that the burden gets placed on because we need that	
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		<p>knowledge, but it's really important to see the lens of somebody who's brand new or newer and maybe doesn't have the experience.</p> <ul style="list-style-type: none">• This came as a recommendation of what that committee might look like. It was modeled after college council because it's one of our most representative entities on campus. So all of the entities should be present in college council and so that was the starting point for this recommendation; this is not confirmed and I want to be very clear that it's a recommendation. This is the feedback we need. Does this make sense for us?• Questions/Comments:<ul style="list-style-type: none">○ R. Hamdy: I shared some of this feedback with J. Oxendine; I'm in the Research and Planning Division. I heard this idea coming up, so I want to share some of my thoughts in College Council we had voted to not call it that name. I was pretty new to the college last time too. We did a strategic plan and an educational master plan and that was problematic because why did we need two plans? And we're paying CBT to do a comprehensive EMP. I really want to recommend moving forward we drop the term strategic master plan or whatever those three words are because it's confusing and really we are only creating one document for us and the educational master plan encompasses strategic planning, obviously we have to be strategic as we move forward in creating and implementing the master plan so I just want to make that strong recommendation that we just use one term going forward so we don't have this linguistics situation that's confusing. The other thing I want to recommend is we have this other terminology that I think is problematic. We call these EMP one sheets so when J. Oxendine first presented this committee to me, I thought we have work to create a committee to do EMP one sheets, that doesn't make sense. Then we got into a conversation about our EMP one sheets and they're not EMP one sheets, so we need to discuss it because if you're telling people we are creating an EMP committee that's the first thing that's triggered in people's minds. It has to do with the one sheet, so we have to move away from calling them that. I know there's plans to restructure how that's done. So again, that dual terminology is super confusing. The last thing I want to do is recommend that instead of creating a new committee we think of creating a workgroup that's based off College Council members. Since College Council meets once a month, what about using that other meeting on the Wednesday where we don't meet and then add additional people? Because my concern about creating a brand new committee is we're not going	
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		<p>to get the representation CBT is asking for, because then it's out of our hands to come up to people and say you would be a really good representative in this ad hoc work group. With an ad hoc committee that expands on College Council representation that already exists, you can be really strategic and get meaningful participants. Once the ad hoc work is done we can dissolve and put it back together whenever that master plan is created again.</p> <ul style="list-style-type: none"> ○ M. Worsley: I'm with R. Hamdy, but also in the spirit of the importance of our EMPs, that EMP development should involve the Senate not just a committee so some sort of involvement beyond approval should be incorporated in the design of a college EMP. The EMP Committee could be directed to work with the Senate President to facilitate that development in the spirit of sharing. I think Senate involvement is really important. ○ D. Burns-Peters: I agree with you. Time is of some essence, but that should never be the impetus for us to just plow through. We have to do what we have to do to make sure we are in agreement with how we're going to approach this, at least in terms of our part in what we're doing. It will come back at the next meeting. ○ R. Hamdy: Could we ask Program Review to change the name of the EMP? Maybe they could talk about that at their next meeting, because again we are creating an Educational Master Plan and we have these Educational Master Plan one sheets and the name is not conducive to what they are. Maybe they can strategize a different name. ○ C. Huston: We can't change it this year; it's already out as EMP for this academic year. I expect it to be something else by next year. 	
10.	Public Comments on Non-Agenda Items-including announcements (max. 10 minutes @ 2minutes each)	<ul style="list-style-type: none"> ● B. Tasaka: The first official meeting of the Asian Pacific Islander Association is Wednesday, January 26, from 1:00 – 2:30 p.m. Fill out the membership form if you're interested. ● L. Cuny: We're looking for panelists for the wolverine con which we plan to be on campus for and livestreaming on our YouTube channel. 	
11.	Adjournment Next Meetings: <ul style="list-style-type: none"> ● 2/2/22 	Meeting adjourned at 4:34 p.m.	

	Upcoming Events <ul style="list-style-type: none">• Spring Plenary April 7-9, 2022		
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Governor Newsom issued Executive Order N-25-20 on March 12, 2020, Executive Order N-29-20 on March 17, 2020, and signed AB 361 into law on September 16, 2021. Portions of these orders and not now relax parts of the Brown Act under specific conditions. In part, the orders allow elected officials to “attend” a meeting via teleconference WITHOUT having to admit members of the public into the location from which they are participating (N-25-20) and orders that “such a body need not make available any physical location from which members of the public may observe the meeting and offer public comment” (N-29-20). EO N-08-21 extended the permissions for Brown Act bodies to meet virtually through September 30, 2021. **The signing of [AB 361](#) into law allows for the above conditions to remain in effect through January 1, 2024 if specific conditions are in place, the main condition being operating under a State of Emergency.**