

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

	<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>
1.	<b>Call to Order and Roll Call (Sign- In)</b>	Meeting called to order at 3:03 p.m. <a href="#">Sign-in Sheet and Voting Record</a>	
2.	<b>Public Comments on Agenda Items (max. 10 minutes @ 2 minutes each)</b>	None	
3.	<b>Senate President's Report</b>	<ul style="list-style-type: none"> <li>• Policy &amp; Procedures advisory committee:               <ul style="list-style-type: none"> <li>○ AP 2410 went to Board of Trustees and <a href="#">AP 2510</a> is going to Board</li> <li>○ Working on <a href="#">AP 7210/AP 7210a</a></li> <li>○ Working on 10+1 Chapter ownership</li> <li>○ Approved a seat for Asian Pacific Islander Association, discussed the need to "ask" for a seat</li> </ul> </li> <li>• Winter rostrum</li> <li>• Webinar from CCCCO regarding accessibility</li> <li>• Area D meeting on March 19, 10 – 3:00 p.m.</li> <li>• Plenary, April 7 – 9, in Burbank. We will check how many people we can send. The cost is raising.</li> <li>• Crafton's Academic Senate President, B. Bailes, and I met with A. Rodriguez from the District Office to discuss College Core. if you recall that's \$10,000 for students to participate in this core and that includes volunteer work, you may have seen it in the news. We were one of a limited number of districts that were chosen to participate.</li> <li>• Academic Senate scholarship: We already have 22 applicants.</li> </ul>	
4.	<b>Committee Reports</b>  a. <i>Student Services</i> b. <i>CTE</i>	<b>e. Elections</b> [M. Worsley]: Looking for an ad hoc committee to review letters of interest for Curriculum Chair. Please <a href="#">complete the form</a> to join the group. You need to be signed into Office 365 to access the form.	

	<ul style="list-style-type: none"> <li>c. EEO</li> <li>d. Professional Development</li> <li>e. Elections</li> <li>f. Curriculum</li> <li>g. Program Review</li> <li>h. Accreditation &amp; Outcomes</li> <li>i. Financial Policy</li> <li>j. Distance Education</li> <li>k. Personnel Policy</li> <li>l. Legislative</li> <li>m. Ed. Policy</li> <li>n. Guided Pathways</li> </ul>	<p><b>h. Accreditation &amp; Outcomes</b> [C. Huston]:</p> <ul style="list-style-type: none"> <li>• <a href="#">[View Accreditation and Outcomes Charge and Membership approved 2.15.22]</a></li> <li>• The Accreditation and Outcomes Committee made some changes to the charge and membership since it was last at Senate. Main changes include the formation of an Outcomes Committee in the future; in the meantime, outcomes will continue to live under this committee. <ul style="list-style-type: none"> <li>○ <b>Motion 1</b></li> <li>○ <b>Discussion:</b> None</li> </ul> </li> <li>• B. Tasaka: I would add that emails were sent to those who did not submit SLOs in fall 2021. This is really important for accreditation and compliance. If I emailed you, please take care of that.</li> </ul>	<p><b>Motion 1:</b> Move to support the new Accreditation Steering Committee charge and membership.  1st: M. Copeland  2nd: A. Aguilar-Kitibutr  20 responses  Aye: 85% (17 votes)  Nay: 0% (0 votes)  Abstain: 15% (3 votes)  <a href="#">Motion passes</a></p>
5.	<b>Additional Reports</b>	<ul style="list-style-type: none"> <li>• SBCCDTA [B. Tasaka]: There is a non-members event coming up on March 12<sup>th</sup> at Escape Brewery. Please check your email or the <a href="#">SBCCDTA website</a> for more information.</li> </ul>	
6.	<b>SBVC President's Report</b>	None	
7.	<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>a. Approval of the minutes for 2/16/22</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Motion 2</b></li> <li>• <b>Discussion:</b> None</li> </ul>	<p><b>Motion 2:</b> Move to approve the consent agenda.  1st: M. Worsley  2nd: K. Barnett  19 responses  Aye: 100% (19 votes)  Nay: 0% (0 votes)  Abstain: 0% (0 votes)  <a href="#">Motion passes</a></p>
8.	<b>Action Agenda</b>	None	
9.	<p><b>Information Items (max. 25 min.)</b></p> <ul style="list-style-type: none"> <li>a. AP 7210- Davena Burns-Peters</li> <li>b. 7210a- Rania Hamdy, Kristina Hannon, Cory Elmore</li> <li>c. Curriculum Faculty Lead: Review of Job Description-Mary Copeland</li> <li>d. Strategic Planning &amp;</li> </ul>	<p><b>a. AP 7210</b> [D. Burns-Peters]</p> <ul style="list-style-type: none"> <li>• <a href="#">[View AP 7210: Review for edits and recommendations]</a></li> <li>• AP 7210 went through the process last year. Some items were omitted in those changes, and they need to be returned. It's been opened up to make those changes.</li> <li>• AP 7210 has to do with hiring of full-time faculty, tenure track faculty, and recruitment process, and the Senate's involvement in those processes. Equivalency used to be in AP 7210, but it's been moved to AP 7211. We are really looking at representation in the faculty hiring process.</li> <li>• Pay particular attention to the procedures component and the screening committee section. [Under membership] One issue is the process of how the hiring committee is made up – do the deans make up that list and give it to the Academic Senate President? Or should the Academic Senate President make the assignments for those committees with input from deans with the understanding that the President may make selections outside of that list?</li> </ul>	

Educational  
Master Plan:  
Review of  
Campus Mission  
and Vision-  
Joanna Oxendine  
and Rania Hamdy

- The language also ensures that the Senate President be involved in the second level interviews, and that component was removed.
  - K. Hannon: Crafton is also doing this work. Once we get feedback from the senates, we will discuss it at the EEO committee, which represents both campuses, then we will send it back to the senates to review and get a motion of support, then go back to the Policies and Procedures Advisory Committee (PPAC). We are still on track to get that done by the end of the semester. We are also creating a handbook for the committee. We hope that provides a clear delineation of the process and everything that's in the AP. The handbook will go through an approval process and we are committed to not making changes until it at least goes through PPAC and EEO.
- b. 7210a** [R. Hamdy, K. Hannon, C. Elmore]
- [\[View AP 7210a: Adjunct Hiring – Review for edits and recommendations\]](#)
  - D. Burns-Peters: 7210a will address hiring our adjunct faculty.
  - R. Hamdy: We first started looking at 7210 in the EEO committee and we addressed the non-process process for hiring adjuncts. That's where someone said we need to set something up for adjunct faculty. HR recognizes that in every department at both colleges it's done a multitude of different ways. That's why AP 7210 was birthed. I did also send the presentation to all the senators via email. Put your feedback in the form. We'll probably have another forum too.
  - C. Elmore: Presented on the flowchart that was created to represent the process visually. This is what it looks like from HR's perspective, but we know certain departments are doing it differently. The goal is to standardize this as much as possible while still giving flexibility to areas. Hopefully departments are given everything they need to start the pre-employment process.
  - R. Hamdy: I know there's some varied terminology that we use. Again, 7210a is in draft form. That's being sent to everyone, so we want you to go through and give feedback.
  - K. Hannon: Once we gather feedback we will also create a similar document to the screening committee handbook we're creating for full-time faculty. Originally we thought about having one document with both full- and part-time faculty, but I think it gets too complicated because we're dealing with two very different types of processes. So part-time will have their own handbook with all the processes and paperwork needed to help align everyone and be consistent in our practices. We will be one of the first community colleges with a codified process for hiring adjunct faculty. We want to make sure we are doing what's needed for us locally, not just what's required in Ed Code or Title V. This allows us to be more equitable.
  - R. Hamdy: Check your email for that feedback form. We're also asking our adjunct faculty for feedback.
  - K. Hannon: I also want to address equivalency. It was pulled out of AP 7210. When the district-wide equivalency committee was established we've run into some additional roadblocks that we need to make sure we get back into the AP. We want to look at the changes, especially in CTE areas. We will also update 7211 to ensure equivalency is looked at.
  - **Questions/Comments:**
    - D. Burns-Peters: I think the struggle from the equivalency committee standpoint is at what point is equivalency checked? Does the chair or dean make that verification? By the time

		<p>they get to HR maybe somebody already signed hiring paperwork and it just get's sticky. Maybe the chart can include a very clear stopping point for equivalency.</p> <ul style="list-style-type: none"> <li>○ A. Aguilar-Kitibutr: For counseling faculty is there a certain point where you would ask for clearance from the tech department or TESS?</li> <li>○ K. Hannon: We've had that discussion internally regarding what happens when someone is cleared. It's an objective of the district to be more prepared and proactive when someone starts. There is a process where the hiring manager selects the appropriate access that the hired person is getting. Then it goes through a check and balance system, and we're learning there may be some confusion in that flow. We are looking at that and will address it. We are trying to be a little more proactive, specific to counselors.</li> <li>○ M. Worsley: By when do you need feedback?</li> <li>○ R. Hamdy: In the next couple of weeks, but really if you could get us something before spring break that would be idea. We hope to have another forum in early April.</li> </ul> <p><b>c. Curriculum Faculty Lead: Review of Job Description</b> [Mary Copeland]</p> <ul style="list-style-type: none"> <li>• [View <a href="#">Curriculum Faculty Chair Description</a>]</li> <li>• M. Copeland: It seemed like we lacked an actual duties description of the chair; we looked and couldn't seem to find one. So I reached out to some other schools and this is something we will put in our Curriculum Handbook. The Curriculum Committee already voted on it. This is what D. Burns-Peters sent out to all faculty. It's not meant to frighten anyone off; it's meant to be comprehensive.</li> </ul> <p><b>d. Strategic Planning &amp; Educational Master Plan: Review of Campus Mission and Vision</b> [Joanna Oxendine and Rania Hamdy]</p> <ul style="list-style-type: none"> <li>• R. Hamdy: There is a student forum being held a couple weeks from now. So far we gathered some EOPS students and ASG students. We are reaching out to other students in categorical programs. It will be in the evening when students can make it. We're really trying to do targeted outreach; we wanted to create a focus group environment.</li> <li>• We already got a lot of good feedback. There's almost 200 people there. I'll send the link with the updated documentation so people can provide feedback. We're trying to cast a wide net.</li> </ul>	
10.	<p><b>Public Comments on Non-Agenda Items-including announcements (max. 10 minutes @ 2minutes each)</b></p>	<ul style="list-style-type: none"> <li>• D. Burns-Peters: There's two big things happening. One is Women's History Month. Any way you can support it and make space to talk about women's history, especially in some of the areas that do not traditionally have a lot of women in those fields, to highlight those who are successful. The other is what's going on with Ukraine. I know there are horrific things happening in a completely unprovoked war. Recognize we have students being affected by the news. Social media feeds are filled with this kind of information. Students are processing their own day-to-day struggles and they may have ties to Ukraine with family members, etc. Touch base with your students and check in with them.</li> <li>• We also have a few new faculty who have been sitting in on our Academic Senate meetings and they will soon be deciding if they want to join our processes. If you're one of those new faculty sitting here today, it can be overwhelming, but I encourage you to ask questions. You can reach out to me or any of your senators. R. Hamdy is available.</li> <li>• B. Tasaka: There are two ASCCC caucus meetings coming up in the next couple of weeks: <ul style="list-style-type: none"> <li>○ Latinx Caucus: Thursday, March 3, from 6 – 7 p.m.</li> </ul> </li> </ul>	

		<ul style="list-style-type: none"> <li>○ Asian Pacific Islander Caucus: Monday, March 14, from 4:30 – 6 p.m., and we will also be doing a book club meeting for <i>Minor Feelings: An Asian American Reckoning</i> on Thursday, March 24, from 4:30 – 6 p.m. It’s a great book and all are welcome to join us.</li> <li>○ Email <a href="mailto:btasaka@valleycollege.edu">btasaka@valleycollege.edu</a> if you want the Zoom links or more information.</li> <li>● Additionally, our local API Association is meeting next Wednesday from 1 – 2:30 p.m. You’re all welcome to join and we would love to have you there.</li> <li>● L. Cuny: <a href="#">Wolverine Con</a></li> </ul>	
11.	<p><b>Adjournment</b></p> <p><b>Next Meetings:</b></p> <ul style="list-style-type: none"> <li>● <b>3/16/22</b></li> </ul> <p><b>Upcoming Events</b></p> <ul style="list-style-type: none"> <li>● <a href="#">Area D Meeting: March 19, 2022 10:00 am-3:00 pm</a></li> <li>● <a href="#">Spring Plenary April 7-9, 2022</a></li> </ul>	Meeting adjourned at 4:27 p.m.	

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 as long as specific conditions are in place, the main condition being operating under a State of Emergency.**