

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 placing 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.	Call to Order and Roll Call	Call to Order and Roll Call	Meeting Call to Order at 3:06 pm
2.	Senate President Report	<p><b>Senate President Report</b></p> <ul style="list-style-type: none"> <li>• <b>D. Burns-Peters</b> <ul style="list-style-type: none"> <li>• Good afternoon, everyone. Good afternoon, everybody. Thank you for being here.</li> <li>• We're having a lot of student public comment happening around the books plus programming. Perhaps not enough messaging has gone to students in terms of it being a temporary program. The program will be ending this year unless there is some other funding located. Textbooks are a real barrier for students, and they are advocating to keep the program by making their voice known at the board of trustees. I'm advocating for ZTC-OER, which we have to move forward with getting some real strong assigned time tied to that work to get it up and off the ground. We need to ensure that students are able to find those programs that support textbook purchases.</li> <li>• Valley Bound has been funded again through a grant from San Manal Indian Tribe. Quite a significant increase in that funding and some will go to the foundation to get more fundraising staff.</li> <li>• Dr. Nathan Gonzalez, as a historian, spotlighted Dorothy Ingram, the author of our alma mater, and her work in honor of Black History Month. He also provided a personal note of thanks to the Academic Senate for Resolution FA23.01.</li> <li>• College Counsel met last week with conversations about the governance committee structure and the budget status.</li> <li>• A point of information for faculty concerning equivalency. Faculty can apply for equivalency for a position, whether they're adjunct or full-time. There is no change in the equivalency structure and or committee, but there are some changes to the form. Too often there are equivalency requests with only a transcript and an application submitted. Sometimes those transcripts are thick and lengthy. The new language on that form asks applicants to identify a degree from an accredited university and outline all the courses required for that</li> </ul> </li> </ul>	


		<p>program. Then identify the courses that are on their transcripts and their training that they believe equivocate to the program from the accredited university. Hopefully will make the equivalency process more objective.</p> <ul style="list-style-type: none"> <li>• The Academic Senate peer evaluation assignments will be out this week. It's a small list this semester.</li> <li>• It is intended that at the next executive committee meeting, there will be work on the resolution for Joel Lamore. If you have any contributions, please send those our way to recognize him for this work and craft a resolution to get to the senate. We want to have that done in time so that his name can be submitted for Professor Emeritus.</li> </ul>	
3.	<b>SBVC President Report</b>	<p><b>SBVC President Report</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
4.	<b>Committee Reports</b>	<p><b>Committee Reports</b></p> <ol style="list-style-type: none"> <li>Elections – <b>None</b></li> <li>Policy, Procedure &amp; Legislation – <b>None</b></li> <li>Personnel – <b>None</b></li> <li>Program Review – <b>None</b></li> <li>Curriculum – <b>None</b></li> <li>Accreditation – <b>None</b></li> <li>Outcomes – <b>T. Berry</b> <ul style="list-style-type: none"> <li>• Fall 2023 Outcome reminder to submit emails will be going out next week.</li> </ul> </li> </ol>	
5.	<b>Additional Reports</b>	<p><b>Additional Reports</b></p> <ol style="list-style-type: none"> <li><b>CTA – Jessy Lemieux</b> <ul style="list-style-type: none"> <li>• CTA Counter Proposal #5 - Article 13: Workload (Lecture, Lab, Clinical Parity) <ul style="list-style-type: none"> <li>• MOU to establish a comprehensive annual “High Intensity Laboratory” application process starting during 2024-25 academic year with application of equal load assignments (15 hours=1.000 load) to lecture for approved labs starting fall 2025.</li> <li>• Provisional acceptance of 18 hours lab=1.000 lab for science labs for 2024-25 academic year while the application process commences.</li> </ul> </li> <li>• CTA Counter Proposal #5 - Article 13: Workload (Class Size) <ul style="list-style-type: none"> <li>• Scaled load assigned to classes based on the percentage above curriculum determined enrollment maximums if over 25% larger, \$1500 stipend for 10-15% larger (reduced load multiplier by 0.05 in each category relative to the last proposal).</li> </ul> </li> <li>• CTA Counter Proposal #3 - Article 10: Wages <ul style="list-style-type: none"> <li>• 4.5% increase for full-time and part-time wages across all columns and steps retroactive to July 1<sup>st</sup>, 2023.</li> <li>• 6% increase to full-time and 10% increase to part-time wages starting for 2024-25 year.</li> <li>• 4.5% increase for full-time and part-time wages for 2025-26 year.</li> </ul> </li> <li>• There is a Union update luncheon next Tuesday, February 27, 2024, in the Sunroom.</li> </ul> </li> <li><b>ASCCC – D. Burns-Peters</b> <ul style="list-style-type: none"> <li>• Spring Plenary will be in April in San Jose, CA.</li> </ul> </li> </ol>	
6.	<b>Public Comments</b>	<p><b>Public Comments: non-agenda and agenda-related (max. 10 minutes @ 2 minutes each)</b></p> <ul style="list-style-type: none"> <li>• A. Hecht</li> </ul>	

- I have been working on Open Education Resources. I was sick during the chair meeting. I was going to go in, and I want to start talking about something easier. We currently have a process which is to fill out a form, but I'm going to be asking you how many do it? None. I am trying to think of other processes. I've been working to with Todd Heibel on that. Maybe there can be a checklist to filter through to get how many professors are teaching it and who really has a zero textbook cost or even a low cost. As well, I am working on the website. Unfortunately, I am not a priority, so I'm at the bottom of the to do list. They said I need to wait when it comes to the website. If anybody wanted help with me on the OER website, I'll love your support.

**A Discussion Ensued:**

- J. Lemiux
  - I just wanted to support Andrea. I'm sure Books Plus is very expensive. The real solution probably is that we make our own materials, however that takes time. I'm not sure formalized ways we can pursue expanding our ability to do that. I think that is the real solution for our students is to having the time for faculty to make those materials from our local environment, finding a way to propose that, and to support that.
- C. Huston
  - Yes, that's like built into the ZTC plan. Once we get it going.
- D. Burns-Peters
  - I think we're going to have to push forward. We've been a little soft on the reassigned time to get that started out of respect of making sure everybody has a role. We need somebody to take the lead and commit time to it. Now is the time. We have funding. It's enough to get some work done.
- A. Hecht
  - There's a lot of resources and open education website start getting in that website. I can add all that. There's a lot out there. We can use some of it because I also did the creative performance bootcamp where you can make your own textbook, you can pull from different areas and you can write your own.
- D. Burns-Peters
  - We become books plus. I think it is sustainable. It's also flexible. It's something that we can adjust as faculty. We become in control of that and to best know what to do for our students and how to support them. So, I agree.
- M. Robles
  - A real quick easy fix, it might be that I've got zero-cost textbooks. I use materials for all my classes for the last five years and I just forget to put in the paperwork every single year. I'm never going to change. I'm always going to do zero cost. If there can just be a standard, so I don't have to continue to remember every single year to put that little symbol.
- C. Huston

		<ul style="list-style-type: none"> <li>• I looked at three years of the published list and compiled a master list. You look at that and it's like social studies doesn't offer as ZTC, really not a lot in humanities either. You know that there are people out there that are using it. We need to find a way to get a better list.</li> <li>▪ D. Burns-Peters <ul style="list-style-type: none"> <li>• I like the idea of you signing in one time and until revoked. A great solution is to have less tracking, and as we move into course dog, is there not a way to just push a button? I'm just saying technology is sometimes our solution.</li> </ul> </li> <li>• T. Berry <ul style="list-style-type: none"> <li>• I just wanted to remind the faculty about the compressed calendar draft. Please fill out the form, which is due in the next two weeks, to provide your feedback</li> </ul> </li> </ul>	
7.	Consent Agenda	<b>Consent Agenda</b> <ol style="list-style-type: none"> <li>a. Approval of the minutes for 2/7/2024</li> <li>b. AP 4222 Remedial Coursework</li> <li>c. AP 5011 Admission and Concurrent Enrollment of High School and Other Young Students</li> <li>d. AP 5030 Fees</li> <li>e. AP 5700 Intercollegiate Athletics</li> </ol>	<b>Motion 1: Move to Approve the Consent Agenda.</b> 1 <sup>st</sup> : D. Graham 2 <sup>nd</sup> : L. Henkle 19 Responses Aye: 100% (19 votes) Nay: 0% (0 votes) Abstain: 0% (0 votes) <b>Motion passes</b>
8.	Action Agenda	<b>Action Agenda</b> <ul style="list-style-type: none"> <li>• None</li> </ul>	
9.	Administrative Policies	<b>Administrative Policies</b> <ol style="list-style-type: none"> <li>a. <b>Level 1</b> <ol style="list-style-type: none"> <li>a. No Pending Level 1 Items</li> </ol> </li> <li>b. <b>Level 2</b> <ol style="list-style-type: none"> <li>a. No Pending Level 2 Items</li> </ol> </li> <li>c. <b>Level 3: 10+1, A.S. purview, feedback required.</b> <ol style="list-style-type: none"> <li>a. 4222 Remedial Coursework (A.S. 2<sup>nd</sup> Read)</li> <li>b. 2410 Board Policies &amp; Administrative Procedures (A.S. 1<sup>st</sup> Feedback)</li> <li>c. 5011 Admission and Concurrent Enrollment of High School and Other Young Students (A.S. 2<sup>nd</sup> Read)</li> <li>d. 5030 Fees (A.S. 2<sup>nd</sup> Read) <ol style="list-style-type: none"> <li>a. 5700 Intercollegiate Athletics (A.S. 2<sup>nd</sup> Read)</li> </ol> </li> <li>e. 5050 Student Success and Support Program (A.S. 1<sup>st</sup> Feedback)</li> </ol> </li> </ol>	
10.	Information Items	<b>Information Items</b> <ol style="list-style-type: none"> <li>a. Civil Engagement Taskforce: Lisa Henkle <ul style="list-style-type: none"> <li>• A presentation concerning the Civil Engagement Taskforce was made by Lisa Henkle where voting and voter registration were highlighted through assistance located in the library and through events on campus. <a href="#">SBVC Votes</a></li> </ul> </li> <li>b. Senate Standing Committees: Final membership, meeting pattern – D. Burns-Peters</li> </ol>	<b>Motion 2: Move to table agenda items 10.c. and 10.d.</b> 1 <sup>st</sup> : T. Vasquez 2 <sup>nd</sup> : L. Henkle 19 Responses

		<ul style="list-style-type: none"> <li>If you haven't signed up for a standing committee, please fill out the <a href="#">Senate Subcommittee form</a>. Please watch for invitations to work with your subcommittee forthcoming.</li> </ul> <p>c. FW Grade</p> <ul style="list-style-type: none"> <li>Motion 2</li> </ul> <p>d. Senate Exec and Standing Committees: finalized structure and election process.</p> <ul style="list-style-type: none"> <li>Motion 2</li> </ul> <p>e. MAPS/CPL: Next Steps</p> <ul style="list-style-type: none"> <li>A presentation and Q/A session was made by Dr. S. Lewis concerning MAPS/CPL: Next Steps was made; the MAPS/CPL team was introduced.</li> </ul>	<p>Aye: 100% (19 votes)  Nay: 0% (0 votes)  Abstain: 0% (0 votes)  <b>Motion passes by consensus.</b></p>
11.	New Business	<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>Future actionable agenda items</li> <li>None</li> </ul>	
12.	Announcements	<p><b>Announcements</b></p> <ul style="list-style-type: none"> <li><a href="#">Dual Enrollment Regional Meeting-South</a>: February 24, 2024, 9:30 am, Santa Ana College, Free Registration</li> <li><a href="#">Curriculum Regional Meeting-South</a>: February 24, 2024, 9:30 am, Santa Ana College, Free Registration</li> </ul>	
13.	Adjournment	<p><b>Adjournment</b>  Next Meeting: March 6, 2024, B100</p>	<p>The meeting adjourned at 4:38 pm</p>
		<p>Approval Date: 3/6/24  Academic Secretary: Thomas Berry  Academic Secretary Initials: </p>	