SBVC Academic Senate Agenda & Minutes

**Wednesday, May 15, 2024**

**3:00-4:30 pm in Library Viewing Room**

Commonly known as the "Ten Plus One‚" (as articulated in [Title 5 of the Administrative Code of California, Sections 53200) the](https://govt.westlaw.com/calregs/Document/I6EED7180D48411DEBC02831C6D6C108E?transitionType=Default&contextData=(sc.Default)) [following define](https://govt.westlaw.com/calregs/Document/I6EED7180D48411DEBC02831C6D6C108E?transitionType=Default&contextData=(sc.Default)) ["Academic and Professional matters](http://www.ccsf.edu/dam/ccsf/images/shared_governance/title5.pdf)."

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| * 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.
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|  | **Agenda Item** | **Discussion** | **Action** |
| **1.** | **Call to Order and Roll Call** | **Call to Order and Roll Call** | **Meeting Call to Order at 3:00 pm****Motion 1: Move to Add Bylaws 310-319 to the Agenda in order to align them with our current executive committee structure and our standing committee structure that was adopted last semester.** (2/3 vote needed to pass) 1st: L. Henkle2nd: J. Banola 20 ResponsesAye: 35% (6 votes)Nay: 65% (11 votes)Abstain: (3 votes)**Motion fails.** |
| **2.** | **Public Comments** | **Public Comments: non-agenda and agenda-related (max. 10 minutes @ 2 minutes each)*** None.
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| **3.** | **SBVC President Report** | **SBVC President Report*** **L. Fontanilla:**
	+ Commencement is on Tuesday at Nine o'clock at the stadium. We had 618 students who RSVP’d.
	+ Your new president, Dr. Gil Contreras, is going to be here on July 1, 2024.
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|  |  | * Books+ will be free through the summer sessions.
* The Flat Fee Book Program is planned to begin in the Fall.
* Vice President Keith Bacon is working on the budget. Hopefully in the next week we will be able to announce the amount of money we'll have for the program review.
* Some faculty are working with staff at the district office to have a guide of best practices to grow our dual enrollment program.
* You are a great group of people to work with. I know how hard you work, and I know how

dedicated you are. I'm going to stop there. |  |
| **4.** | **Senate President Report** | **Senate President Report – Davena Burns-Peters*** **W**hen the information about the book saver plan comes out the faculty needs to dig into it and understand it. Our students are going to come to us to ask what it means, how do we access it, where do we go?
* As we are short on time, the end-of-the year reports will be posted on the Academic Senate website.
* Eight from our campus and two from district went to the ACCJC Accreditation Conference. As the incoming program review chair, I learned a lot about possibilities of how we can integrate accreditation in a way that's maybe a bit more connected with our outcomes and our continual learning processes.
* We had several people go to the ASCCC Non-Credit Institute. Thank you to the college for supporting us in going.
* As I leave this position, I wanted to just take a moment to say my thank you. I want to thank those who have been present for the work through the good times, through the tough times, through the times you didn't understand, through the decisions that you supported and the decisions that you weren't quite sure that you wanted to support. You're still here, you're still present and you're participating. And that's important. Our voice. I've said from day one, our voice is important. We are key to so many inner workings of the campus. It's not just our classroom. So, thank you for being here through all of that.
* Just know that we're strong and we should stay strong. A piece to staying strong is being united and being united on our purview, not on people. We need to stay focused on the task at hand, what our role is, what our responsibilities are, and think through those thoughtfully, considerably with time, energy, get different perspectives, go out to your constituent bodies, continue to get that feedback so that you have more lens to think through things. And if we do that, and if we continue to do that as a body, then we will continue to be successful. I'm proud of the work that we've done.

Celia Huston* I just want to thank Davena on behalf of the executive committee and the Senate for all her hard work. She took over this position six months in her term as vice president in the middle of Covid at the height of everything that was upsetting and frightening and problematic for all of us. And to every meeting she made sure the voice was heard at the campus and the district level as we navigated Covid. And she has been with us since then and served us well. We don't all agree we're a whole room full of people with diverse ideas and opinions, but she has served us well and she has stood up here and stood up for faculty in the Senate. And I think we need to have a huge round of

applause. |  |
| **5.** | **Committee Reports** | **Committee Reports** |  |

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|  |  | 1. Elections – **T. Berry**
	* VP & Secretary Election Results
		+ VP for 2024-2026 Term – Tatiana Vasquez
		+ Secretary 2024-2025 Term – Jamie Herrera
	* Lisa Henkle has chosen to become the ZTC/OER Faculty Lead (Coordinating Tasks) and vacate the Honors Faculty Lead/Chair position.
	* Carol Damgen having the second highest amount of votes during election will become the Honors Faculty Lead/Chair.
2. Policy, Procedure & Legislation – **None**
3. Personnel – **None**
4. Program Review – **None**
5. Curriculum – **None**
6. Accreditation – **None**
7. Outcomes – **T. Berry**
	* Please be aware that outcomes are coming due as grades are coming due. I will be sending out a message today.
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| **6.** | **Additional Reports** | **Additional Reports**1. **CTA – J. Lemieux**
	* The new CTA Executive Board starts July 1, 2024. Some of the officers who are here include Denise Knight as VP, Jamie Herrera as Treasurer/Lead Negotiator, and Jessy Lemieux as Full-Time Rep.
2. **ASCCC – D. Burns-Peters**
	* Leadership Conference is coming. Andrea Hecht, Tatiana Vasquez, Davina Burns-Peters, and

Thomas Berry will be attending. |  |
| **7.** | **Information Items** | **Information Items**1. Executive Committee 2024-2025
	* AS President: Andrea Hecht
	* AS VP: Tatian Vasquez
	* AS Secretary: Jamie Herrera
	* Professional Development: Rania Hamdy
	* Past President & Program Review: Davena Burns-Peters
	* Curriculum Committee Faculty Lead/Char & Outcomes Faculty Lead: Thomas Berry
	* Accreditation: Celia Huston
	* 3 at-large position to be picked up at the beginning of fall 2024 semester.
		+ Full-time at-large instructional
		+ Full-time at-large non-instructional
		+ Part-time/Adjunct at-large
2. Senator Roster: Welcome new Senators
	* D. Burns-Peters presented New Senators and vacant senator positions that need to be filled in fall 2024 under a special election. Farewell to senators that are retiring: Patti Wall.
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|  |  | 1. End of Year Reports – Have been posted on the Academic Senate Agenda & Minutes web page.
	1. Distance Education
	2. Curriculum
	3. Honors
	4. Program Review
	5. Accreditation and Outcomes
2. Program Review: Needs Request Prioritization Recommendations
* D. Graham presented the PROGRAM REVIEW RESOURCE REQUEST RANKINGS 2023-2024.
1. Common Application: Update
	* D. Burns-Peters presented a phase 2 update for the Common Application.
2. Compressed Calendar: Update
	* D. Burns-Peters presented the update for the Compressed Calendar. The calendar now needs to be approved by the state.
3. Student Reasons for Dropping
	* D. Burns-Peters & Joanna Oxendine presented an update concerning Student Reasons for Dropping.
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| **8.** | **Action Agenda** | **Action Agenda**1. Adopt Constitution Amendments
	* Tabled
2. AP 4100: Graduation Requirements for Degrees and Certificates
	* Tabled
3. AP 5075: Course Adds, Drops, and Withdrawals
	* See Motion 2
4. AP 5500: Standards of Student Conduct
	* This was already voted on.
5. Bylaw changes: 203, 204, 206, 208, 302
	* See Motion 3
6. SP24.02 Establishing a Low-Cost Textbook Definition and Parameters
	* See Motions 4, 5, & 6
 | **Motion 2: Move to** |
|  |  | **Support the Changes** |
|  |  | **made to AP 5075 Course** |
|  |  | **Adds, Drops, and** |
|  |  | **Withdrawals which will** |
|  |  | **be implemented in Fall** |
|  |  | **2024.** |
|  |  | 1st: A. Hecht |
|  |  | 2nd: J. Lemieux |
|  |  | 25 Responses |
|  |  | Aye: 100% (25 votes) |
|  |  | Nay: 0% (0 votes) |
|  |  | Abstain: (0 votes) |
|  |  | **Motion passes by** |
|  |  | **Consensus.** |
|  |  | **Motion 3: Move to Adopt** |
|  |  | **the Changes made to** |
|  |  | **Bylaws 203, 204, 205,** |
|  |  | **208, and 302.** |
|  |  | 1st: L. Henkle |
|  |  | 2nd: J. Herrera |
|  |  | 25 Responses |
|  |  | Aye: 91% (21 votes) |
|  |  | Nay: 9% (2 votes) |
|  |  | Abstain: (2 votes) |
|  |  | **Motion passes.** |

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|  |  |  | SP24.02 Establishing a Low-Cost Textbook Definition and Parameters **Motion 4: Move to Support the Amendment to the Third Whereas.**1st: L. Henkle 2nd: D. Hunter 25 ResponsesAye: 100% (23 votes)Nay: 0% (0 votes)Abstain: (2 votes)**Motion passes.****Motion 5: Move to Amend the Second Resolve.**1st: C. Huston 2nd: S. Valle 25 ResponsesAye: 100% (22 votes)Nay: 0% (0 votes)Abstain: (3 votes)**Motion passes.****Motion 6: Move to Support the Perfected Resolution - SP24.02 Establishing a Low-Cost Textbook Definition and Parameters.**1st: A. Garcia 2nd: L. Henkle 25 ResponsesAye: 96% (23 votes)Nay: 4% (1 votes)Abstain: (1 votes)**Motion passes.** |
| **9.** | **Consent Agenda** | **Consent Agenda**1. Approval of the minutes for 5/1/24
	* See Motion 7
2. Close A.S. Bylaws
	* See Motion 7
 | **Motion 7: Move to Approve the Consent Agenda.**25 ResponsesAye: 100% (25 votes) |

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|  |  | 1. Support of Compressed Calendar: proposed SP24
	* Pulled from Consent agenda
2. Close A.S. Constitution
	* See Motion 7
 | Nay: 0% (0 votes)Abstain: (0 votes)**Motion passes by****Consensus.** |
| **10.** | **Administrative Policies** | **Administrative Policies**1. Level 1
2. Level 2
3. Level 3: 10+1, Academic Senate Purview, Feedback Required
	* AP 4100: Graduation Requirements for Degrees and Certificates
	* AP 5075: Course Adds, Drops, and Withdrawals
	* AP 5500: Standards of Student Conduct
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| **11.** | **Announcements** | **Announcements*** None
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| **12.** | **Adjournment** | **Adjournment****Next Meeting: All Faculty Meeting, August 9, 2024.** | **The meeting adjourned at****4:44 pm** |
|  |  | **Approval Date:****Academic Secretary: Thomas Berry (2023-2024) Jamie Salyer (2024-2025)****Academic Secretary Initials:** |  |

