SAN DIEGO CONTINUING EDUCATION

*Due to the COVID-19 campus closures, the SDCE Academic Senate will be held as an audio/visual/web-based teleconference using Zoom Video Conferencing. While this is an open and public meeting, all attendees must register and identify themselves to be allowed to join the meeting. New to teleconference, click here to learn how to join a Zoom meeting. Click this link to join the meeting on April 21, 2020 at 3:00 p.m. until 3:15 p.m.:

ATTENDEES: Audrey Nasoff, Bob Pyle*, Carolina Gonzalez, Cat Prindle*, Claudia Tornsaufer*, Corinne Layton*, David Holden, Diana Vera-Alba, Elissa Claar*, Ellen Zelniker, Ingrid Greenberg, Bromma*, John Louie*, Jolene Lee*, Joy Cole, Kim Salerno*, Laurie Cozzolino, Leah Gualtieri, Lee Blackmore, Lisa Carulli, Linda Osborn*, Lisa Cork*, Matthew Rivaldi*, Margaret Jones, Margaret Posner, Marne Foster, Megan Leppert*, Melissa Hough, Neill Kovrig, Olivia Flores*, Rachel Rose, Richard Gholson*, Richard Weinroth, Roma Weaver, Sean Caruana*, Shirley Pierson*, Stacy Surwilo*, Stephen Flores, Timothy Pawlak*, Veleka Iwuaba.*Indicates voting member.

1. Approval of Agenda ....All
   a. Prindle moved to approve agenda. Flores 2nd. Approved unanimously
2. Approval of 3/24/2020 Minutes ....All
   a. Gholson moved to approve. Tornsaufer 2nd. Approved unanimously.
3. Action Items
   a. Professional Advancement SDCCD DE Certification ....Bromma
      i. Flex and Professional Advancement is available for faculty taking SDCCD DE Certification. Contact John Bromma for details. ACTION: LC and JB to email and post to website for faculty to review.
   b. Distance Education Recommendations on ISO draft documents for online template form descriptions on instructor contact to follow the Title 5 language. ....Rivaldi/Tornsaufer
      i. Tornsaufer moved the AS accepts the current version of the Online Template presented by the AS DE committee as the official and operational document to be used across all SDCE campuses and programs for the purpose of calculating FTES of a DE course and FTEF of an online instructor. Greenberg 2nd. Approved unanimously.
   c. Distance Education Recommendations on ISO draft documents for online template form template to consider simplifying format, color code input fields, instructions that follow Title 5, and creating a descriptive text field for onsite registration. ISO Draft 4/15/2020 ....Rivaldi/Tornsaufer
      i. Tornsaufer moved the AS accepts the current version of the Online Template Form presented by the AS DE committee as the official and operational document to be used across all SDCE campuses and programs for the

> > purpose of calculating FTES of a DE course and FTEF of an online instructor. Leppert 2nd. Approved unanimously.
> > > ii. ACTION: JB to bring notice to EGC.
> > d. AS Constitution Amendment (Word or PDF) ....Surwilo
> > > i. Rivaldi moved to have a straw poll. Bromma 2nd. Abstain: Foster
> > > ii. Pawlak moved to approve the amendment. Flores 2nd. Approved unanimously.

4. Informational Items and Reports
   a. Kudos Award Nominations Request ....Bromma/Kovrig
      i. Send nominations to Bromma or Kovrig to be considered for a Kudos Award.
   b. AFT Report ....Claar
      i. Slides on Major Change to Unemployment Benefts from AFT April Meeting
   c. Curriculum Committee ....Gholson
   d. Distance Education Committee Report ....Rivaldi/Tornsaufer
   e. Distance Education Training Report ....Greenberg
   f. Elections Update and Candidate Statements ....Salerno/Surwilo
      i. Greenberg moved to reorder agenda to be before 4c. Flores 2nd. Approved unanimously.
      ii. Vice President: John Louie. Timothy Pawlak. Matthew Rivaldi. Katie Serbian.
      iii. Secretary: Diana Vera-Alba.
   g. SLO Report ....Foster

5. AS Executive Committee Reports
   a. Treasurer Report ....Flores
   b. Secretary ....Rivaldi
   c. Chair of Program Chairs ....Pawlak
   d. Curriculum Chair ....Gholson
   e. Vice President ....Louie
   f. President ....Bromma

6. Upcoming Dates:
   a. Professional Development Updates and Events
   b. Mon, 4/20/20 4-6 p.m. Scholarship Event. TBD
   c. Thu, 4/23/20. 2-4 p.m. SDCE Faculty Appreciation TBD
   d. Wed, 6/3/20 3:30-7 p.m. Commencement & Reception. TBD
   e. Meeting Calendars: AS, BOT, SDCE

SDCE AS General Meeting **Calendar** (generally 3rd Tuesday of the month) and SDCE Master Calendar
To submit an agenda item, please click here to email the agenda item with all necessary documents to both jbromma@sdccd.edu and mrivaldi@sdccd.edu one week prior to the next SDCE Academic Senate Meeting.

2019-2020 Academic Senate Priorities

- Improve Academic Senate communication through transparent and consistent processes
- Academic Senate Constitutional reform
- Expand faculty voice in the SDCCD participatory governance structure

Resource links
- Academic Senate Travel and Conference Forms
- SDCE Shared Governance Handbook
- SDCE Strategic Plan Fall, 2016 - Spring, 2021
- CE Academic Senate Constitution
- The Past, Present, and Future of Noncredit Education in California
- Committees List and Membership
- Committee Report Template
- View and Track Legislation

Academic and Professional Matters (10+1):*

1. Curriculum, including establishing prerequisites.	6. College governance structures, as related to faculty roles.
2. Degree and certificate requirements.	7. Faculty roles and involvement in accreditation processes.
3. Grading policies.	8. Policies for faculty professional development activities.
4. Educational program development.	9. Processes for program review.
5. Standards or policies regarding student preparation and success.	10. Processes for institutional planning and budget development.

11. Other academic and professional matters as mutually agreed upon.

(*)SDCCD Board of Trustees Policy AP 2510 ~ The Board shall rely primarily on advice of the Academic Senate as the representative of the faculty body on matters 2-7 & 10, and reach mutual agreement on matters 1, 8, 9, and 11.

Academic Senate Executive Committee:
John Bromma President \ John Louie Vice President \ Timothy Pawlak Chair of Chairs
Richard Gholson Curriculum Chair \ Olivia Flores Treasurer \ Matthew Rivaldi Secretary

Acronyms: AFT = American Federation of Teachers; APC = Assistance Program Chair; AS = Academic Senate; CE or SDCE = San Diego Continuing Education; DE = Distance Education; DGC = District Governance Council; EGC = Executive Governance Council; EXEC = Academic Senate Executive Committee; M/S/P = Motioned, Seconded, and Passed; PC = Program Chair; SDCCD = San Diego Community College District; VP = Vice President