



December 15, 2020 | 3:00 p.m. – 5:00 p.m. | Teleconference*

Attendees:

Alessandra Moctezuma, America Martinez, Bob Pyle, Brian Palmiter, Carl Luster, Cat Prindle, Charlene Schade, Claudia Tornsaufner, Clemente Ayala, Corinne Layton, Diana Vera-Alba, Donna Namdar, Edith Quintero, Elissa Claar, Enrique Davalos, Eric Miller, Francisco Manzano, Ingrid Greenberg, Jennifer Frost Moreno, Jessica Varnado-Swall, Jo Hart-Lloyd, John Bromma, John Louie, Joyce Almario, Justin Akers Chacon, Kim Salerno, Hoang Lo, Laurie Cozzolino, Lee Thompson, Lisa Cork, Marketa Hancova, Marne Foster, Matthew Rivaldi, Matthew Zobin, Megan Leppert, Olivia Flores, Rachel Rose, Richard Gholson, Richard Weinroth, Sany Ramirez, Sean Caruana, Sharon Hinckley, Sheyla Castillo, Shirley Pierson, Stacy Surwilo, Steve Major, Timothy Pawlak, Veleka Iwuaba, Vickie Taylor, Vicki Maheu, Yaneth Escobosa

1. Approval of Agenda- All – Richard G. moved to approve, Claudia T. 2nd - [Motion to approve the Agenda was approved.](#)
2. 11/17/2020 Minutes - All Richard G- moved to approve, 2nd- Richard W. change BOD to BOT 2nd page. [Motion to approve the minutes with corrections was approved.](#)
3. Action Items
 - a. San Diego Continuing Education Peer Online Course Review (POCR) Team Proposal- Rivaldi **(10 minutes)**
 1. [Draft LINK](#) – [Presentation LINK](#). Rubrics to review content: ongoing funding needed, faculty trained, courses to go through peer online review process. Rachel R. motioned to approve, Stacy S. 2nd. Richard W. questions: Will faculty be paid? Yes, there is a provision for payment for training and going through the process. How will faculty be chosen? There should be a member from each discipline, preferably non-DE leaders. How will it effect on approval process of courses? There was a motion to support developing a Peer Online Course Review (POCR) proposal to fund faculty training and evaluating a pilot number of courses, with expectation of ongoing funding to support POCR requirements.
 2. [Call for vote: Motion passed.](#)
 - b. Distance Education Committee- Rivaldi **(10 minutes)**
 1. Impact of email communication challenges on SDCE instruction
 1. [Presentation LINK](#). Impact of email communication on SDCE instruction. We need to address that there are issues with email communication and Internet. When we cannot access District email, or our storage is too low, or blocked we end up using our own. There is a huge impact on instruction and enrollment. Motion to support the effort of the survey: Cat P. motioned to recommend a SDCE-wide survey to gain situational awareness of current email and communication use (or lack thereof), effectiveness, required features, and blocking issues. Present findings and required resources to district, Lisa C. 2nd. [Call for vote: Motion passed.](#)
 2. Internet during COVID
 1. [Presentation LINK](#). Impact of required internet access on SDCE instruction during Campus Closure. We need to let Administration revisit the 9/15/20 and report back on a solution to provide adequate internet access to

the next A Motion to carry this recommendation to Administration: Richard G. moved to recommend a SDCE-wide survey to gain situational awareness of current email and communication use (or lack thereof), effectiveness, required features, and blocking issues. Present findings and required resources to district. Olivia F. 2nd. Call for vote: Motion passed.

3. Long term internet.

1. Presentation LINK. Impact of internet access on SDCE instruction on long-term strategic planning. Even when we return back to campus, we need to look at the internet access to make sure the quality of internet access in our infrastructure is adequate. Olivia F. motioned to recommend a SDCE-wide survey to gain situational awareness of long-term quality internet access for instruction both on campus and for online courses. Present findings and required resources to district. Claudia T. 2nd. Question: Richard W. Equitable access for ALL stakeholders, since we are a public institution this could be defined as “all of San Diego”. If it’s too open, there could be a delay. Richard G. define stakeholders. Matthew R. added “Institutional stakeholders.” Call for vote: Motion passed.

c. Online Faculty Mentor/Coordinator– Greenberg (5 minutes)

1. Draft Camera Guidelines The Draft is currently under revisions. Please review the draft, especially #'s 4, 5, 6. Please email any revisions or feedback to Ingrid G. so that she can take it back to the DE Committee and Dean Brian Weston. Richard W. can FERPA be added to #8? Ingrid G. will make a note on the FERPA and email Brian Weston. Corinne L.: Students were told they had to be on camera for proctoring of tests. How is GED testing being handled? Contact your Dean and send it up to Michelle Fischthal.

d. AFT – Foster/Castillo

1. AFT endorsed letter: Institutionalize Dreamer Resource (20 minutes) Has endorsement from several of our colleges. The letter was read by Sheyla C. Motion to move the letter forward. Richard W. moved, Cat P. 2nd. John B. requests that the AS support this letter. There was discussion and rationale from various faculty in support of the letter. John B. called the vote for a motion to support the letter. Call for vote. Motion passed: passed 45-1.

2. Statement for Defunding Police Positions (20 minutes) The letter was read by Sheyla C. Several faculty members commented on and gave their rationale and support. Some highlights included: Valeka I. supports retraining and refocusing the police as opposed to defunding. Marne F. stated that Valeka I. defined what defunding the police means. It means to refocus, retrain, and redistribute how funding occurs, but not eliminating the police. Justin C. from City college stated that colleges are safe places; most crime that happens occurs from the outside in. Funding has increased for police, but education has had significant cuts. Stacy S. agreed that “defunding” is a problematic word. Across the board it is the language that is being used. Defunding does not mean taking away the policy, it means redistributing funding within the police force to support change, retraining, etc. John B. request that we use the participants function to vote “Yes” or “No” and use the hands-up to abstain. Call for questions: none. Call for vote. Motion passed: 22 Yes, 2 no, 5 abstentions.

4. Informational Items and Reports

- a. Cares Act Funding Summary (20 minutes) John B. went over the summary chart and funding breakdown from CARES Act and other funding sources. There will be a second round

of funding. John B. has discussed with President Cortez that he include faculty in the decision-making process of the second CARES Act funding.

1. Questions for Administration

- a. Now that more than 210 faculty have completed SDCCD Online Faculty Certification Program, how can SDCE faculty receive funding for online course production?
- b. How does the AS participate in the decision-making process for CARES Act funding? The AS was not part of the past decision-making process, but John B. has requested that the AS be part of the process for future CARES Act funding decision-making.
- c. John B. noted that the chart implies that some of the money has not been encumbered or expended and has asked if this is clarified.
- d. What do the line items mean?
- e. Did the AS Leadership play a role in the decision-making process of the CARES Act money? It does not sound like it was folded into the shared governance discussion.
- f. **Motion:** Current and future COVID relief funds shall be discussed in shared governance committees, including Academic Senate and classified senate. Ingrid G. motioned, Richard G. 2nd. **Call for vote: Motion passed.**

b. Online Faculty Mentor/Coordinator- Greenberg (**5 minutes**) Reviewed 4B: The Rich Content Editor will change in Canvas. Please review the links below. For questions or mentoring please contact Ingrid G.

1. [Report](#)
2. Online Faculty Mentors provide training [GSlides](#)
3. Online Course Design [FAQs](#)
4. Canvas Rich Content Editor Resources
 - a. <http://sdcccdolvid.org/all-posts/workshop-archives/>
 - b. <http://canvas.georgetown.edu/faculty-resources/faq/newrce#notable>
 - c. <https://community.canvaslms.com/t5/Video-Guide/New-Rich-Content-Editor/ta-p/383140>
 - d. ASCCC Plenary [Report](#)

c. Constitution Committee- *Surwilo

1. [Report](#)
2. [Constitution](#)- updated

d. [Technology Committee Report](#)- *Iffland

e. Distance Education Committee- Rivaldi (**3 minutes**)

1. [Draft Minutes](#)
2. Equipment resource request form the form was simplified for faculty. Use your same Outlook email credentials to access the Microsoft form. The form will be moved to administrators: web cams, laptops are still available. Click on the link and sign-up for online equipment needs.

f. Program Review/SLO – Foster (**5 minutes**) Please review the attached links.

1. [Accreditation Action Plan](#)
2. [AIP-SLO Update](#)
3. 2 'Professional Advancement & Sabbatical Information Sessions'

g. [Union Minutes- Talking Points Dec. 2020](#) *Flores/Foster

h. Prof. Advancement & Sabbatical Info Sessions- Cozzolino (**5 minutes**)

1. Libbier Bakit will be holding 2 sessions:

- a. Session 1: Thursday, December 10th 10:30am – 11:30am; CE Flex# 16317

- b. Tuesday, December 15th 1:45pm – 2:45pm; CE Flex# 16318
<https://cccconfer.zoom.us/meeting/register/tJAlfuisqT0uH9C6QU9T9Fj8prWfqRWGdJOn>
- c. The Prof. Advancement & Sabbatical Info session was held today. The session was recorded, and the LINK will be sent out by Libbier Bakit.
- d. Laurie C. is currently working on **Spring Flex** which will take place on **01/28/21 & 01/29/21**

g. AS Executive Committee Reports

- a. Treasurer Flores
- b. Secretary Vera-Alba
- c. Chair of Program Chairs Rose
- d. Curriculum Chair Gholson
- e. Vice President Rivaldi
 - a. [Shared Governance Committee Descriptions and Vacancies](#)
- f. President Bromma
 - a. [ARCC Members](#)

6. Upcoming Dates:

- a. [Professional Development Updates and Events](#)
- b. List of AS Dates [Academic Calendar](#)
- c. 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 <mailto:jbromma@sdccd.edu> dveraalb@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 \ Matthew Rivaldi Vice President \ Rachel Rose Chair of Chairs

Richard Gholson Curriculum Chair \ Olivia Flores Treasurer \ Diana Vera-Alba 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