



March 16, 2021 | 3:00 p.m. – 5:00 p.m. | Teleconference*

Attendees: Brandi Bass, Bob Pyle, Brian Palmiter, Cat Prindle, Charlene Schade, Chinazom Iwuaba, Claudia Tornsafer, Corinne Layton, Diana Vera-Alba, Deborah Roth, Elissa Claar, Eric Miller, Ingrid Greenberg, Jessica Varnado-Swall, John Bromma, Jolene Lee, Kathy Campbell, Kim Salerno, Laurie Cozzolino, Lee Thompson, Lisa Cork, Marketa Hancova, Matthew Rivaldi, Megan Leppert, Olivia Flores, Rachel Rose, Richard Gholson, Richard Weinroth, Robin Davee, Sam Phu, Sean Caruana, Sharion Lott, Sharon Hinckley, Shirley Pierson, Stacy Surwilo, Steve Major, Timothy Pawlak, Veleka Iwuaba, Vickie Taylor, Zak Ruvalcaba

1. Approval of Agenda- All R. Weinroth motioned to approve; S. Surwilo 2nd. I.Greenberg: 4d1: update on POCR “Application Process”. Motion to approve Agenda with corrections passed.
2. 02/16/2021 [General AS Minutes](#) - All Action Items R. Weinroth motioned to approve; S. Caruana 2nd. Minutes approved.
 - a. Constitution Committee- Surwilo (**7 minutes**)
 1. Voting Delegate Amendment changes- I. Greenberg motioned to approve revised changes; M. Leppert 2nd. Correct “School” in High School. Approved with corrections.
 1. [AC Delegate Revision with Markers](#)
 2. [AC Delegate Final Revision](#)
 2. Resolution in support of expansion of Community College Baccalaureate Program- Weinroth (**5 minutes**) Richard presented the Resolution of the SDCCE Academic Senate Support of AB 927. SDCCE does not offer “credit” classes however we support the offering of Community College Baccalaureate Degrees to our students. SDCCD does not offer degrees that are offered at the CSU’s. The Community College Baccalaureate Program is not competing with CSU’s. Additionally, we support the expansion of the existing pilot program to not be limited to the current 15 colleges. Motion to support the resolution passed.
 1. [AB 927](#)
 2. [SB 874](#)
 3. [Resolution of the SDCCE Academic Senate Support of AB 927](#)
 3. [A Statement of Solidarity by AFT Local 1931 with our Asian American Pacific Islander \(AAPI\) membership to stand against anti-API racism.](#) - Bromma (**10 minutes**) J. Bromma presented the Statement and discussed that there was no action item. He asked for support from the Academic Senate and Faculty. R. Rose motioned to approve; R. Weinroth 2nd. Motion to support the Statement of Solidarity was approved.
 1. [SDCCE Mission Statement](#)
3. Informational Items and Reports
 - a. Elections- Salerno (**3 minutes**) K. Salerno The elections were extended. 7% of faculty voted. The results were presented: D. West-Roth for Treasurer; D. Vera-Alba for Vice-

President; J. Bromma for President. J. Bromma proposed the following question to the A.S. Body: "Would you prefer an election or appointment of the A.S. Secretary position that will be vacant for the next school year?" I. Greenberg suggested an appointment. R. Weinroth agreed especially due to the immediacy. J. Bromma asked if anyone was interested in the A.S. Secretary position that they please let him know as soon as possible. R. Rose let faculty know that it has been practice to appoint an open position. J. Bromma mentioned that there is 30% release time for faculty in the A.S. Secretary position. If there are multiple faculty that are interested, there will be an election. J. Varnado-Swall expressed her interest in the position of A.S. Secretary.

- b. Email and Internet Usage Survey - Rivaldi (**3 minutes**) A.S. had voted to create an email and internet usage survey. The email survey will be launched around 4/05/21. The survey is based on what A.S. had recommended as a motion. The office of PRIE has been helpful and supportive.
- c. Distance Education Committee (**5 minutes**) A work group was formed. ICOM was the first project for the work group. A survey was sent out to ICOM faculty: 17 responded and provided feedback. Some weaknesses were addressed. The first meeting was held 3/18/21 and the second meeting will be 3/25/21 12:00 pm to 1:00 pm. M. Rivaldi thanked all who provided feedback.
 - 1. [Draft Minutes](#)
 - 2. [Faculty Online Initiatives Workgroup](#) - Rivaldi
- d. Online Faculty Mentor Coordinator- Greenberg (**10 minutes**)
 - 1. Update on [POCR Application Process](#) - Greenberg / Rivaldi I. Greenberg presented the POCR application and updates. This program is open to all faculty who use CANVAS. The deadline to apply is 04/09/21.
 - 1. CVC OEI POCR update meeting 3/16, 10am-12 noon [Registration](#)
 - 2. Cidilabs DesignPlus pilot 2021 update. Motion and [Metrics that support DesignPLUS](#). Funding has been approved for 1 year of Cidilabs Design Plus to be used with CANVAS. I. Greenberg is in the process of creating the process for faculty to participate in the training and use the Design Plus software.
 - 3. DDESC/Online Faculty Mentor Coordinator Report- Greenberg
 - 1. CCCConfer Removal of Zoom Recordings and available [option 1](#) and [option 2](#) Zoom recordings prior to 8/15/2020 will be removed. If you have Evergreen videos, you may want to download those from Zoom.
 - 2. [Netiquette Guidelines](#) Draft OPTION 1: The Netiquette Guidelines have been revised. Included was more vocabulary for students, expression of kindness and professionalism for emails. Some highlights of the discussion included: R. Rose asked: "Is there a mention of smoking or use of substances during online Zoom sessions?" I. Greenberg replied: "Topics of smoking or drinking alcohol are part of Student Code of Conduct." R. Rose asked: "Is this behavior officially against our policy? It should be clear in either Code 3100 or Netiquette Guidelines." I. Greenberg suggested that A.S. Exec. Team bring it up to the Dean. R. Rose: "Teachers are responsible to provide a safe environment to learn." K. Campbell: "In 3100 there is language on interrupting instruction." O.

Flores commented she believed that 3100 was for on-campus behavior. R. Rose commented: Since online classes were being discussed, she believed it should fall under Netiquette Guidelines. I. Greenberg will take this information and discussions to the Netiquette Guidelines Committee. R. Weinroth commented: "There is no definition of what is appropriate. Under 3100 policy, the policy included if you are not on-campus ... to include remote instruction included language on use of alcohol and other substances." J. Bromma will reach out to other A.S. Presidents. OPTION 2 for the next PD Survey: What software do you use or would like to use?

3. Local Software Inventory in addition to District-provided. SDCCD Investment Instructional Software Workgroup has requested report.
4. SDCCD [Distance Education Handbook](#) Updates- Greenberg
- e. Professional Development Committee- Cozzolino (**10 minutes**) L. Cozzolino shared conference information, many with the topic of online teaching. A.S. has money available for conference funding. The June 2021 conference would also be included but it is necessary for faculty to apply for money soon. This year, there have been over 500 workshops. 40% of the workshop have focused on Online learning & teaching. FLEX deadline is 05/14/21. We may not be fully back on campus in the fall 2021. L. Cozzolino will send out the Spring Flex advisory committee meeting.
 1. SDCCE Institutional Conference Update: Spring 2021: Request Funding: [SDCE Academic Senate Resources](#): Submit your paperwork early, to insure funding
 2. **March 22-24, 2021:** Coalition on Adult & Basic Education: [COABE 2021](#) \$450
 3. **April 28-30: NISOD International Conference on Teaching and Learning Excellence \$449 (Early bird)-\$549** <https://elimindset.com/event-type/conference/>
 4. **April 30-May 1, 2021: 22-24, 2022** :2021 [Career & Noncredit Education Institute](#) (CNEI):\$50
 5. **May 3-7, 2021:** NACCE Summit MAKE/SHIFT: [NACCE make/SHIFT](#) \$100-250
 6. **June 7-11, 2021:** National Conference on Race & Ethnicity Annual Conference: [NCORE 2021](#): \$350: Registration Link Coming Soon
 7. **June 22-23:** OTC (Online Teaching Conference): [OTC Conference 2021](#):\$150
 8. 500+ Workshops/Events have been posted in Flex to date.
 9. 5,000+ Hours have been reported by SDCCE faculty.
 10. Deadline for Flex Reporting: Friday May 14, 2021,12 noon
 11. Spring Flex Advisory Committee Meeting: April 28, 2021 3:30-4:30pm. All are invited: Zoom Link TBD
 12. Contact: lcozzoli@sdccd.edu for support
- f. SLO Committee- Foster (**4 minutes**) SLO week is 04/04/21 to 04/09/21
 1. [SLO Assessment Week G'Doc](#)
 2. The SLO Exchange you must be logged into Canvas:
https://sdccd.instructure.com/courses/2406826/discussion_topics/14639298
- g. AFT Updates- Flores (**4 minutes**)
 1. [AFT Guild Union Meeting Minutes](#)

h. [ASCCC OERI Request for Proposals](#) – Rivaldi (**4 minutes**)

4. AS Executive Committee Reports

a. Treasurer- Flores Congratulations to D. Roth for Treasurer. O. Flores mentioned that money is still available for Professional Development. Please submit your application or contact O. Flores for assistance. I. Greenberg: How do we notify the accountant on People Soft issues? O. Flores can direct you to the right people who can assist with these issues.

1. [Treasurer Report](#)

b. Secretary- Vera-Alba (**2 minutes**)

1. [OTAN article Liquid Syllabus](#) The link has been updated.

2. [Sample Liquid Syllabus](#) The link is a sample of D. Vera-Alba's Liquid Syllabus. All items in the syllabus are OER's (Open Educational Resources) so feel free to view, borrow from it, and/or contact her with any questions.

3. DE Mentors Proactive Online Course Design (POCD)

4. Advanced Course to begin in Early April- Date TBD

c. Chair of Program Chairs- Rose (**2 minutes**) S. Lacey-Rivera would like to hear about enrollment issues. She would like to know about the challenges and help create solutions. Email R. Rose and she will make sure that S. Lacey-Rivera receives your information regarding enrollment challenges.

d. Curriculum Chair- Gholson

e. Vice President- Rivaldi Thanked all faculty past and present who have participated in A.S. and Committees.

1. [Shared Governance Committee Descriptions and Vacancies](#)

f. President- Bromma There will be an Acting President assigned to SDCCE relatively quickly. Historically there has been an Interim President that has been active for one year. One of the likely scenarios: we may have an acting President till 07/01, then Interim President while the position is filled. The goal was to have a period where the exiting Chancellor and the new Chancellor work together. I. Greenberg: there was a period where we had a long-serving Interim and CE had a period of instability. J. Bromma agrees that we need permanent leadership sooner than later. R. Rose mentioned that M. Fischthal mentioned that there would not likely be a long period of time without permanent leadership.

For Fall: expand classes that are already on campus, then phase in all the other classes. There are still a lot of unknowns. Union Rep's are aware. Discussions regarding a stipend from CARES Act money for all faculty between \$200-\$500, but the exact amount has not been determined. The Union is negotiating on our behalf. There was discussion on the uncertainties regarding when we will return and at what point/numbers/COVID cases will determine when we will/should return. There are so many factors that need to be considered.

B. Pyle: The Welding Program has been back on campus for 1.5 months. They have been enforcing masks, social distancing, etc. Students have been cooperative. So far, so good. There was a lot of conversation regarding returning to campus on: safety protocols, requirements for instructors returning, student requirements, requesting resources to assist faculty when returning. Per L. Cork: Healthcare has decreased their students on campus to 13 and only 3 hours at a time. The first day on campus, student were required to sign & complete a questionnaire which was different than what student services used. Student services did the check-in temperature check & verbal questionnaire. They had 6 foot markers in the hallways. The bathrooms had been opened with only 2 stalls. Students were provided expectations such as the "do's and don'ts" on campus. All areas were closed except the lab

and bathrooms. PPE-gowns, gloves, face-shields, & mask were used. They kept all copies of the check-in for tracking mechanism in case of any positive cases.

1. 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.

2020-2021 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