Brian Palmiter, Carolina Gonzalez, Cat Prindle, Charlene Schade, Chinazom Iwuaba, Claudia Tornsaufer, Corinne Layton, Debbie Flores, Diana Vera-Alba, Deborah Roth, Donna Eckstein, Elissa Claar, Eric Miller, Ingrid Greenberg, Jane Cranston, Jessica Varnado-Swall, John Bromma, Jolene Lee, Katie Serbian, Kim Salerno, Laurie Cozzolino, Lee Thompson, Lisa Cork, Lydia Hammett, Marisa Gonzalez, Marne Foster, Matthew Rivaldi, Megan Leppert, Michelle Madrid Novak, Olivia Flores, Rachel Rose, Richard Gholson, Richard Weinroth, Sean Caruana, Shirley Pierson, Stacy Surwilo, Star Rivera Lacey, Steve Major, Tai Hong, Tanya Howe Aeria, Vicki Maheu.

1. Approval of Agenda- All
    1. Weinroth moved to approve. Pierson 2nd. Approved.
2. 03/16/2021 General AS Minutes - All
    1. Weinroth moved to approve. Tornsaufer 2nd. Weinroth suggested updating item 2b to identify "We". Will send updated text. Item. 3.1. Change date to 8/15/2020. Approved.
3. Action Items
    a. Netiquette and Discipline Guidelines- Rivera-Lacey (**15 minutes**)
        1. Netiquette SDCCE site for students
        2. Presented Netiquette Guidelines. Recommended using district's language in syllabus and being consistent with all students.
    b. Distance Education Committee Online Initiatives Workgroup Recommendations .- Rivaldi (**15 minutes**)
        1. The document was presented. Faculty helped revise and update the slides that were presented. R. Gholson moved to approve the slides with revisions. I. Greenberg 2nd. Discussion for further revisions. "SDCCE Academic Senate supports recommendations from the AS DE Committee to future iterations of ICOM implementation. Recommend an immediate redirection of budget proposal from a 3rd party vendor towards in-house online resources, develop a long-term institution wide distance education strategic plan that includes Academic Senate participation, development and review, and provide to the AS for review any existing and future distance education endeavors and/or plans." Approved.
    c. CVC-OEI Consortium Resolution Consideration- Rivaldi (**5 minutes**)
        1. The document was presented. Rivaldi went through the "Steps to join CVC-OEI". A problem was identified that it is not clear what the obligations are from faculty and resources needed to be able to fulfill the obligations.
        2. Is Admin being requested to present on CVC-OEI? (Yes) Who initiated the request for CVC-OEI? Admin & faculty jointly requested to participate. The goal is that we serve more of our California students through California Virtual Campus

CVC.edu (CVC Exchange). It can be a huge opportunity for SDCCE to be the leaders in Continuing Ed CVC-OEI as long as long as we have enough resources.

   3. The motion: "Allocate $200,000 of funding resources to support administration, classified, and faculty to support implementation and ongoing CVC-OEI Consortium member obligations. Request SDCCE Administration examine and present to the Academic Senate, with faculty contribution, short and long-term benefits and resources required for institution and faculty requirements to maintain CVC-OEI agreement at next SDCCE AS Meeting." L. Cozzolino motioned, R. Weinroth 2nd. Approved.

   d. Replacement for Secretary position- Bromma (**5 minutes**)
      1. We have a Secretary vacancy for a 1-year term. The Academic Senate Exec Council recommended an appointment vs. Election. I. Greenberg made a motion for the AS Executive Council to appoint the Secretary for a one-year term for 2021-2022. Approved.

4. Informational Items and Reports
   a. Distance Education Committee Draft Minutes - Rivaldi/Tornsaufer (**2 minutes**)
      1. Elections for DE Chair and Co-Chair are coming up. Please let Rivaldi or Tornsaufer know if you are interested.
   b. Higher Education Emergency Relief Fund (HEERF) II – Bromma (**5 minutes**)
      1. SDCCE has more plans than the funding we are receiving. Please review the document and let J. Bromma know if there are any items that need to be included so that he can carry it forward to the EGC. Questions on differences between requests and funding. In Category 1, there is approx. $4.2 million in spending requests, however funding is under $3.8 million. I. Greenberg had a question regarding DE Mentors requesting equipment. Is this where the equipment should be requested? J. Bromma asked Greenberg to send requests to him.
   c. Re-Opening document – Bromma (**5 minutes**)
      1. J. Bromma briefly discussed the document. What we currently know is that only select classes will be returning in Fall 2021. O. Flores per AFT President J. Malher send questions to him.
   d. Surveys Bromma (**5 minutes**) Please complete both surveys with your real situational answers. Complete the survey from the link that was sent to your email.
      1. Internet Usage & Email (See 4/5/2021 email from Jesus Rivas for link)
         1. If you have any technical difficulties responding to the survey, please contact Jesus Rivas, SDCCE Office of Planning, Research, and Institutional Effectiveness, at **jrivas@sdccd.edu**
      2. Police experience
   e. Strategic Planning Conversation Sessions - Bromma (**5 minutes**)
   f. Constitution Committee- Surwilo (**10 minutes**)
      1. Constitution Committee created a preliminary formula to increase more voting delegates to each department. The formula is based on FTES. There was

discussion for clarification on how students were counted. For this to be equitable, data should be considered.

2. Question: How would this formula apply to the Counseling department? Possibilities include counseling department FTES. Surwilo welcomes feedback due to the fact that this formula is very preliminary.

g. Online Faculty Mentor Coordinator Report- Greenberg/Rivaldi (**10 minutes**) Thanked the 44 faculty who completed the DE survey. Please complete the survey regardless of your level of technology. The survey is for ALL faculty, including non-instructional faculty and counselors. The data gathered informs the DE planning and budget.

1. [DE Handbook](#) Draft
2. [Feb. 2021 Progress Report: ACCE Non Credit Online Course Design Rubric Development Workgroup](#)
3. [Netiquette](#) for Students
4. ConferZoom Storage update
5. 2021 Faculty [Survey](#)
6. [DesignPLUS Slides](#) & Presentation

h. Professional Development Committee- Cozzolino (**2 minutes**)

1. [SDCCE Professional Development updates](#)
2. Contact: lcozzoli@sdccd.edu for support

i. AFT Updates- Flores (**2 minutes**)

1. [Minutes](#)

j. SLO Committee- Foster (**5 minutes**)

1. [SLO/Program Review Report](#)
2. SLO process on website
3. Anthology SLO Tracking System training 04/30/21

k. Marketing and Outreach Subcommittee- Pierson (**7 minutes**) ***Tabled for 5/18/21 meeting.**

1. [MOS Questionairre](#)

l. Technology Committee

m. SDCCE Work-Based Learning (WBL)- Weinroth (**3 minutes**) Please review the links below. Please complete the survey under #1 "Interested in Work Based Learning?". The second link is a flyer about the WBL Team.

1. [Interested in Work Based Learning?](#)
2. [WBL Team](#)
3. [2021 Career Noncredit Education Institute](#)
- Deadline to Register/Application Deadline:
- Saturday, April 24, 2021 - 5:00pm
- WHEN: April 30 - May 1, 2021 ***Dates Subject to Change***
- WHERE: Pathable Virtual Event Platform
- Registration Deadline: April 24, 2021
- ASCCC Career and Technical Education Leadership (CTELC) and Noncredit Committees are pleased to announce the 2021 Career and Noncredit Education Institute (CNEI) designed for all faculty, liaisons, academic senates, student services professionals, administrators, and system partners. The California Community College system is

5. AS Executive Committee Reports
6. Treasurer- Flores (**2 minutes**)
   a. [4/2021 Report](#)
   b. Secretary- Vera-Alba
      a. Prior [Agendas & Approved Minutes](#) posted on SDCCE site.
   c. Chair of Program Chairs- Rose
   d. Curriculum Chair- Gholson
   e. Vice President- Rivaldi
      a. [Shared Governance Committee Descriptions and Vacancies](#)
   f. President- Bromma (**2 minutes**)
      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.

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](#)

<center>Academic and Professional Matters (10+1):*</center>

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.	

5. Standards or policies regarding student preparation and success.	9. Processes for program review. 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