

# Santiago Canyon College Academic Senate

8045 East Chapman  
Orange, CA 92869

(714) 628-4831  
academic\_senate@sccollege.edu

## SENATORS

### **Business and Career Education**

Gates, Alana 2022  
Salcido, Andrew 2021

### **Continuing Education (OEC)**

Oase, Daniel 2022  
VanDyke-Kao, Rita 2021

### **Counseling & Student Services**

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### **Adjunct**

Chavez, Ricardo 2021  
Dahl, Michael 2021

## EXECUTIVE BOARD MEMBERS

### **President**

Rutan, Craig 2022

### **Vice President**

Taylor, Michael 2022

### **Secretary/Treasurer**

Scott, Randy 2022

### **Curriculum Chair**

Evet, Corinna 2021

Agenda  
7 July 2020  
1:30 – 3:00 p.m.  
Academic Senate Zoom

## I Welcome

## II Public Comments (2-minute limit per person)

## III Approval of the Minutes

A 16 June 2020

## IV AS Executive Board Reports (15 minutes)

## V ASG Report (5 minutes)

## VI Discussion Items

- A *Extension of P/NP Deadlines and granting EW refunds for Summer and Fall 2020* (30 minutes) Discussion about whether the deadlines for students to change from a letter grade to P/NP and to grant students a refund if they are granted an EW will be discussed.

## VII Action Items

### *First Reading*

- A **Resolution Su2020.01 - Adoption of the Temporary Modifications to AR 4232 and Santiago Canyon College Catalog Section on Pass/No Pass for Summer 2020**
- B **Resolution Su2020.02 Adoption of the Temporary Modifications to AR 4232 and Santiago Canyon College Catalog Section on Pass/No Pass for Fall 2020**

## **BP 2410 Board Policies and Administrative Regulations**

*Reference: Education Code Section 70902;*

*ACCJC Accreditation Standards IV.C.7, IV.D.4, I.B.7, and I.C.5 (formerly IV.B.1.b & e)*

The Board may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to District activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board may be adopted, revised, added to, or amended at any regular board meeting by a majority vote. Any adoption and/or approval of new Board policies or changes to existing Board policies must take place as part of a two meeting approval process. The first meeting will be considered the "**FIRST READING, INFORMATION ONLY**" of the policy or change to existing policy for the purpose of review, questions and answers, and other considerations of the recommendation. At the second meeting, it will be considered the "**SECOND READING, ACTION ITEM.**" The Board will consider the item for action, which may have been modified at either the first or second reading. If the modification at the second reading is major, as determined by the Board, such a reading will be termed a first reading and introduced at a subsequent Board meeting as a second reading. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission.

The RSCCD Board of Trustees believes that a major trustee role is to set policy for the District. In setting policy, the Board wants to create and work within a participatory environment with respect for students and all employee groups. For developing policies regarding the academic and professional matters numbered 1, 2, 3, 5, and 8, the Board will consult collegially with the faculty by relying primarily on the advice and judgment of the Academic Senate (per previous agreement with the Senate).\*

For developing policy regarding the other five academic and professional matters, the Board will consult with the faculty through the mutual agreement process previously agreed upon. At RSCCD, the mutual agreement process is the use of the shared governance structure consisting of councils, committees, and the District Council. Further, representatives of staff and student groups are encouraged to work within the established processes to address the issues of the District.

The Board of Trustees values consensus building; however, it realizes its legal responsibility to make final decisions regarding policy.

**\*For the following items the Board of Trustees will rely primarily upon the advice of the Academic Senate:**

- 1) *Curriculum, including establishing prerequisites and placing courses within disciplines;*
- 2) *Degree and certificate requirements;*
- 3) *Grading policies;*
- 5) *Standard or policies regarding student preparation and success;*
- 8) *Policies for faculty professional development activities;*

**For the following items, the Board of Trustees will come to mutual agreement with the Academic Senate:**

- 4) *Educational program development;*
- 6) *District and college governance structures, as related to faculty roles;*
- 7) *Faculty roles and involvement in accreditation processes, including self study and annual reports;*
- 9) *Processes for program review;*
- 10) *Processes for institutional planning and budget development.*

Administrative regulations are to be issued by the Chancellor as statements of method to be used in implementing Board Policy. Such administrative regulations shall be consistent with the intent of Board Policy. Administrative regulations may be revised as deemed necessary by the Chancellor. The Board reserves the right to direct revisions of the administrative regulations should they, in the Board's judgment, be inconsistent with the Board's own policies.

Copies of all board policies and administrative regulations shall be readily available to District employees through the District website.

*Revised and Retitled: June 15, 2015 (Previously BP9001 and BP9023)*

**SCC Academic Senate - DRAFT**  
**June 16, 2020 1:30pm-3:00, Zoom**

**Senators Present**

Maria Chaidez  
Ricardo Chavez  
Shawn Cummins  
Veselka Danova  
Lisa Dela Cusack  
Song Graham  
Kim Johnson  
Jessica Kramer  
Ryan Murphy  
Randy Scott  
Barbara Sproat  
Yanina Valdos

**Senators Absent**

Phillip Crabill  
Michael Dahl  
Steven Deeley  
Melissa Govea  
Scott Howell  
Daniel Oase  
Eden Quimzon  
Andy Salcido  
Shereen Siddiqui  
Christine Umali Kopp

**Senate Executive Board Present**

President Michael DeCarbo  
Vice President Mike Taylor  
Secretary/Treasurer Mary Mettler

**Senate Executive Board Absent**

CIC Chair Darlene Diaz

**ASG Representative**

Umaimah Memon

**Guests**

Thurman Brown  
Marilyn Flores  
Alana Gates  
Beth Hoffman  
Scott James  
Janis Perry  
Maureen Roe  
Craig Rutan  
Mark Smith  
Roberta Tragarz

I. Welcome

II. Public Comments - None

A. None

III. Approval of Minutes

A. Approval of the minutes from the June 2, 2020 meeting (Valdos/Johnson). Passed, no dissent.

IV. AS Executive Board Reports

*President*

- A. Vice Chancellor Hardash reported a \$54 billion deficit from state.
- B. The Board of Trustees passed Resolution 20-10 "*Resolution Affirming RSCCD's Commitment to Actively Strategize and Take Action Against Structural Racism.*"
- C. Security is reviewing procedure and practice in light of the current social environment.
- D. The same is being done at the Sherriff's Academy.

*Vice President*

- A. The Self Service add process has some issues that faculty would like to address. Three issues are noted below, and if faculty have any additional suggestions, please email them to VP Taylor.
  - Rosters are alphabetical by first name, rather than last name.
  - Waitlists are sorted by day in alphabetical order, not order of registration time.
  - Could Self Service email the student after an add authorization is approved, rather than having the instructor email each student?

**SCC Academic Senate - DRAFT**  
**June 16, 2020 1:30pm-3:00, Zoom**

*Secretary/Treasurer*

- A. Secretary/Treasurer Mettler will follow up with Kenneth Bridges, CPA to start the process developing a 501c3 for the Senate monies.

*CIC*

- A. No Report

V. ASG Report

- A. Newly elected ASG VP Memon will be joining SCC Senate Meetings.

VI. Discussion Items

**A. Guided Pathways Program**

Professors Danova and Valdos shared the Guided Pathways (GP) Academic Group final proposal and next steps. Highlights included:

- Pathway names are meant to be inclusive.
- Apprenticeship paths are in Workforce Training.
- Student focus groups will examine the pathways online.
- Implementation date is scheduled for spring of 2021.
- The GP Academic Group will next create a template for program mapping.
- The English department is concerned about their pathway placement.
  - Can English be co-listed under language and teaching?
  - Other departments (i.e., communication, math, anthropology) have a similar issue where the department can fit in multiple areas.
- Services that particularly assist that field of study will be tied to the unique pathways; this influenced placement of departments.
- Discipline faculty should be consulted about any advertising regarding department majors.

**B. Student Conduct Posting**

President DeCarbo discussed the next steps in creation of the student conduct posting.

- Faculty examined two proposed signs and chose the sign that includes the expanded computer policy.
- The sign will be 11" x 17".
- Minor edits can be made for punctuation, but grammatical errors cannot be edited since the document is written in legalese.
- VP Flores suggested that the posting go to the Conduct Committee prior to going to Management Council; President DeCarbo pointed out that the Conduct Committee reports to the Senate, not the other way around. Further that this was a decision by the faculty, to protect the faculty and students.

**C. Fall 2020**

- Descriptions for fall class delivery styles were reviewed.
  - Descriptions will be posted in the pdf version in the schedule as well as within each course listed in WebAdvisor.
- Updates to WebAdvisor courses will be uploaded this week.
- Students will be informed of changes to their registered fall classes during the week of June 22<sup>nd</sup> via email and text.
- A counselor noted an error with an English class that was listed as Remote Blended, but no hours were listed for the synchronous part of the class.
- A Hybrid class is not the same as a Remote Blended course.
- Courses with lab sections are now being called Remote Blended.

**SCC Academic Senate - DRAFT**  
**June 16, 2020 1:30pm-3:00, Zoom**

- Most classes that were face-to-face will be offered in an online format.

VII. Additional Non-Agendized Comments

- A. Incoming Senate President Rutan has planned the fall Senate Retreat on the Wednesday of Professional Development Week.
- B. VP Flores thanked the Senate for allowing her to attend meetings. She recommended that VP Stringer also attend.
- C. Professor Rutan thanked President DeCarbo for four years as Senate president.

Move to adjourn (Murphy/ Scott). Passed, no dissent.

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## Resolution Su2020.01

### Adoption of the Temporary Modifications to AR 4232 and Santiago Canyon College Catalog Section on Pass/No Pass for Summer 2020

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##### **Curriculum Chair**

Evelt, Corinna 2021

#### Moved:

#### Seconded:

Whereas, The COVID-19 State of Emergency necessitated public health measures such as mandated social distancing that substantially disrupted instruction at Rancho Santiago Community College District; and

Whereas, Santiago Canyon College will continue to convert on-campus classroom-base instruction to online instruction, and students may continue to experience online learning for the first time; and

Whereas, Students may find hardship adapting to the new instructional method; or experience difficulty balancing education with other situations or obligations that have changed as a result of the COVID-19 crisis; and

Whereas, Students may want to consider the option to select a Pass/No Pass grading option;

Resolved, that the Academic Senate of Santiago Canyon College adopt the Pass/No Pass deadline extension of **July 31, 2020** and the temporary modifications to AR 4232 and SCC Catalog section on Pass/No Pass for the session of Summer 2020 affected by the COVID-19 State of Emergency.

#### Date Presented:

#### Date Passed:

*Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging. (Approved 12/05/17)*

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Evvett, Corinna 2021

## Resolution Su2020.02

### **Adoption of the Temporary Modifications to AR 4232 and Santiago Canyon College Catalog Section on Pass/No Pass for Fall 2020**

#### **Moved:**

#### **Seconded:**

Whereas, The COVID-19 State of Emergency necessitated public health measures such as mandated social distancing that substantially disrupted instruction at Rancho Santiago Community College District; and

Whereas, Santiago Canyon College will continue to convert on-campus classroom-base instruction to online instruction, and students may continue to experience online learning for the first time; and

Whereas, Students may find hardship adapting to the new instructional method; or experience difficulty balancing education with other situations or obligations that have changed as a result of the COVID-19 crisis; and

Whereas, Students may want to consider the option to select a Pass/No Pass grading option;

Resolved, that the Academic Senate of Santiago Canyon College adopt the Pass/No Pass deadline extension of **December 4, 2020** and the temporary modifications to AR 4232 and SCC Catalog section on Pass/No Pass for the session of Fall 2020 affected by the COVID-19 State of Emergency.

#### **Date Presented:**

#### **Date Passed:**

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