ATTENDEES: Bernie Rodriguez, Bob Pyle*, Cat Prindle*, Chinazom Iwuaba, Claudia Tornsaufer*, Corinne Layton*, David Holden, Elissa Claar*, Ingrid Greenberg, John Bromma*, John Louie*, Jolene Lee*, Juan Serrano, Laurie Cozzolino, Linda Osborn*, Lisa Cork*, Matthew Rivaldi*, Marne Foster, Megan Leppert*, Rachel Rose, Richard Gholson*, Richard Weinroth*, Sean Caruana*, Shirley Pierson*, Stacy Surwilo*, Timothy Pawlak*, Veleka Iwauba. *Indicates voting member.

1. Approval of Agenda ....All
   a. Rivaldi moved to add item 3(e) as an urgent item. Claar 2nd. Approved with Caruana opposing.
2. Approval of 12/17/2019 Minutes ....All
   a. Pyle moved to approve. Pierson 2nd. Approved unanimously.
3. Action Items
   a. Governance Handbook update - review of 12/17/19 draft changes . 1/21/2020 Draft & Tracked. 2nd reading...............................Bromma
      i. Gholson moved to approve handbook. Leppert 2nd. Approved unanimously.
      ii. ==ACTION==: MR/JB Determine if any faculty member can make a motion and report back.
   b. Consideration of Distance Education Draft Resolution ....Rivaldi/Tornsaufer
   c. Consideration to apply to join CVC-OEI program and Resolution Template OEI Rubric for Online Courses. 2nd Reading. ....Greenberg
      i. ==ACTION==: IG/MR Bring back to DE Committee. Update resolution, adding SDCE and changing "program" to "process." Determine resources required.
   d. Consideration of AS Constitution Amendment (Draft, Page 14-15) .....Rivaldi
   e. URGENT ITEM: Unicheck Plagiarism Prevention Software Districtwide Implementation DE Report Item D(a) ....Greenberg
      i. Rose moved to approve. Cork 2nd. Approved unanimously.
4. Informational Items and Reports
   a. AS Officer Nominations and election update ....Bromma
      i. Rose moved to extend to next AS General Meeting, February 18. Osborn 2nd. Approved unanimously.
   b. Distance Education Report ....Rivaldi/Tornsaufer
      i. Online Template Form update
      ii. ASCCC Online Ed Committee Meeting 1/14/2020 Update ....Greenberg
   c. Thu/Fri, 1/23-24/2020. Flex Days Schedule ....Cozzolino
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

Meeting adjourned at 4:45 pm

6. Upcoming Dates:
    a. Thu/Fri, 1/23-24/2020. CE Spring Convocation and P.D. Flex Days - Schedule
    b. Sat, 2/1/2020 2 p.m. Emeritus Program Fundraiser Concert
    c. Sat, 3/7/2020 11:30 a.m. A Gospel Brunch Fundraiser
    d. Mon, 4/20/20 4-6 p.m. Scholarship Event. TBD
    e. Thu, 4/23/20. 2-4 p.m. SDCE Faculty Appreciation ECC Foyer
    f. Wed, 6/3/20 3:30-7 p.m. Commencement & Reception. Balboa Park
    g. 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.