[Educational Cultural Complex,](#) Room 188, 4343 Ocean View Blvd, San Diego, CA 92113 |

Remote Participants; Cesar Chavez room 316, North City room 1150, MidCity from room 127
Zoom Link available by request a minimum of 72 hours prior to meeting: email Senate Secretary

Aaron Iffland, Amanda Simons, Anagit Traganza, Becky Wilkins, Bob Pyle, Carolina Gonzalez, Carolyn McGavock, Casey Simon, Claudia Tornsaufer Diana Vera-Alba, Emily Kay, Eric Miller, Esteban Alvarado, Ingrid Greenberg, Isabel Cortes, Ivonne Agula Achard, John Bromma, John Louie, Juan Serrano Kenny Parker, Leah Gualtieri, Lee Thompson, Marina Monta, Marne Foster, Megan Leppert, Nicole Austria, Reem Putrus, Rosaelena Lopez, Shirley Pierson, Steve Major, Tara Gilboy, William Olmstead

Called to Order at 3:05
1. Land Acknowledgment [Statement](#) | Alvarado
2. Approval of Agenda | All
   Motion Moved by Surwilo 2nd McGavock. Approved
3. Approval of Sep. 17th, 2024 AS General Meeting [Minutes](#) | All
   Motion Moved by Olmstead 2nd McGavock. Approved
4. Action Items / Training / Discussion / Guests
   a. Manager Screening Committee Composition [AP 4200.6](#)
      Action: The body agreed that program areas or disciplines should be represented by at least two faculty members. The key issue in AP 4200.6 is that the policy currently states "faculty, when appropriate," regarding participation in the hiring of managers. The senate body recommended amending this to state: **"Faculty should be represented by at least two faculty members per program area/discipline for the hiring of managers."** This draft amendment is for our district. Richard will take AP 4200.6 to our 3 sister colleges for their support.
   b. [Equitable Microsoft 365 Resolution](#) | Greenberg
      Discussion Summary: Currently, contract faculty and students are provided with A5 license access to Microsoft 365, while adjunct faculty are limited to A1 licenses, resulting in inequitable access to the platform. Although adjunct faculty can request an upgrade to A5, there is confusion about the availability and process. The group discussed the need for adjunct faculty to be made more aware of their ability to request the A5 upgrade. **The committee decided not to approve automatic A5 licensing for all adjuncts due to cost concerns, but**

recommended streamlining the process to make it easier for adjunct instructors to request the upgrade.

c. [Noncredit Inclusion in California Virtual Campus/ Online Education Initiative Resolution](#) | Greenberg

Discussion Summary: Dr. Greenberg presented on the need for SDCCE's inclusion in the California Virtual Campus (CVC) initiative, as noncredit community colleges, including SDCCE, are currently excluded from the statewide online course exchange. Despite the San Diego Community College District achieving Peer Online Course Review (POCR) certification, noncredit students do not have access to statewide enrollment through the CVC. Dr. Greenberg is advocating for SDCCE's inclusion and is seeking support from the Academic Committee to push for a formal motion recommending that noncredit courses be included in the CVC Exchange. The committee identified residency requirements as a challenge, since SDCCE does not have residency requirements like other colleges in the CVC system.

The Senate recommends that SDCCE collaborate with other noncredit community colleges to develop a collective approach for addressing these challenges and consider revisions to the CVC initiative that accommodate noncredit programs.

d. Adjunct faculty shared governance committee work compensation ([CBA, Update, p.61, 2024, September 3](#)) | Weinroth

Discussion Summary: Richard explained that per the CBA, a single defined amount of money is set aside for adjunct faculty compensation for participatory governance work across the four SDCCD colleges. "The hourly rate available for this compensation will be determined by dividing the total amount of available resources by the number of hours submitted. In no case shall the hourly rate exceed the maximum non-classroom hourly rate of the adjunct/overload salary schedule (CBA)." Faculty asked for clarification if governance service would impact a teacher's workload as the CBA states, "Committee work related to participatory governance shall not increase a unit member's load for the purposes of gaining tenure as delineated in Article 18.5"

5. Informational Items & Reports
   a. Fact on File [Report](#) | Weinroth
   Discussion Summary: Nice breakdown by college with helpful charts and graphs for understanding program structures, demographics, success and completion rates and reporting metrics. Useful reference for discussing student progress, enrollment figures, and academic outcomes in the 2023-2024 reporting year.
   b. Policy & Procedures: Discussion [AP4102.1](#) Formerly [5102](#)|Weinroth

Update: The Auto Body department raised concerns about the proposed policy, stating that the 5-day limit for cars to remain on campus is not sufficient time to professionally complete the work required to finish a car. Additionally, the policy restricts students to working only on the cars of students enrolled in the course. The Auto Body faculty raised concerns that preparation and finishing processes require more time, making the proposed time frame too restrictive for a student learning environment. Richard will arrange meetings with SDCCE Auto Body and Auto tech to consult on this issue prior to the district review.

   c. EE0 Training Schedule Equity | Weinroth

   d. Tech Bars schedule of hours and locations | Weinroth

Discussion Summary: During the meeting, it was discussed that the establishment of a Tech Bar at all seven campuses, as previously promised though not implemented. This initiative is not part of the college's budget. Richard suggested bringing the issue to the district council to ensure the commitment is fulfilled. Stacy proposed a motion to move forward with the request, advocating for Tech Bars to be installed at all campuses, as promised, and to expand their hours into the evening. Discussion included that the absence of a Tech Bar could negatively affect student persistence and retention, as students may lack necessary technical support. **Motion/Action: The motion, proposed by Stacy, is to take the issue to the district council and request the installation of Tech Bars at all seven campuses, with extended evening hours** to **better serve students**.

   e. Resolution Handbook and Process for Local and State Senate.

   f. 2024 Fall ASCCC Resolutions Packet

6. Committee Reports (3 minutes each)
   a. OER ASCCC Liaison| Report Vera-Alba (4:00 PM)
   b. Professional Development Committee |Grossini-Concha
   c. AFT Updates Zoo Day | Bromma
   d. Distance Education Committee | Gualtieri/Varnado-Swall
   e. Diversity, Equity, Inclusion, Antiracism, & Accessibility (DEIAA) Committee Report Alvarado
   f. AS Constitution Committee | Surwilo
   g. SLO Committee | Foster
   h. Faculty Distance Education Coordinator Report | Report Greenberg
   i. Technology Committee | Greenberg

7. AS Executive Committee Reports
   a. Curriculum Chair | Gholson
   b. Secretary | Aparicio
   c. Treasurer | Surwilo
   d. Chair of Program Chairs | McGavock
   e. Vice President | Varnado-Swall

  f. President | Weinroth
8. Round Table
9. Upcoming Dates:
  a. Academic Senate General Meeting Dates
  b. SDCCE Academic Calendar
  c. SDCCE Master Calendar
  d. SDCCE Important Dates 23-24 Calendar
  e. SDCCD Board of Trustees Meeting Calendar

10. Meeting was adjourned at 5:00

To submit an agenda item, please email the agenda item with all necessary documents to both AS President Richard Weinroth rweinroth@sdccd.edu and AS Secretary Oscar Aparicio oaparicio@sdccd.edu at least one week prior to the next SDCCE Academic Senate Meeting.

Academic Senate Priorities
1. Improve Academic Senate and SDCCE communication through transparent and consistent processes
2. Expand faculty voice in the college and district participatory governance structure
3. Increase faculty participation in all participatory committees and processes
4. Academic Senate Constitutional review and reform

Resource links
- Land Acknowledgment Statement Link
- Academic Senate Travel and Conference Forms
- SDCCE Shared Governance Handbook
- Committee Report Template
- Committees List and Membership Directory
- July 2022 – July 2029 SDCCE Strategic Plan
- November 2021 CE Academic Senate Constitution
- CE Re-branding Resources, Zoom backgrounds, and Email Signature (Communications and Creative Services) Webpage
- Faculty Association of California Community Colleges View and Track Legislation
- AFT SDCCD Faculty CBA, 2024 September 3, Update
- The Past, Present, and Future of Noncredit Education in California Report

Academic and Professional Matters (10+1):*

1. Curriculum, including establishing prerequisites. 2. Degree and certificate requirements. 3. Grading policies. 4. Educational program development. 5. Standards or policies regarding student preparation and success.	6. College governance structures, as related to faculty roles. 7. Faculty roles and involvement in accreditation processes. 8. Policies for faculty professional development activities. 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:
Richard Weinroth President \ Jessica Varnado-Swall Vice President \ Carolyn McGavock Chair of Chairs \ Richard Gholson Curriculum Chair \ Stacy Surwilo Treasurer \ Oscar Aparicio 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