



[Educational Cultural Complex](#), Room 186, 4343 Ocean View Blvd, San Diego, CA 92113 |

[César E. Chávez Campus](#), Rooms 316 & 213, 1901 Main St, San Diego, CA 92113 |

Aaron Iffland, Amanda Simons, Anagit Traganza, Becky Wilkins, Carla Grossini-Concha, Carol Basilio, Carolina Gonzalez, Carolyn McGavock, Diana Black-Tucker, Diana Larsen, Diana Vera-Alba, Elissa Claar, Emily Kay, Eric Miller, Esteban Alvarado, Hana Kassas, Ildifonso Carrillo, Ingrid Greenberg, Isabel Cortes, Ivonne Agula Achard, John Bromma, K. Parker, Kirsten Lachenmayr, Leah Gualtieri, Lee Thompson, Marina Monta, Marne Foster, Megan Leppert, Nicole Austria, Reem Putrus, Rosaelena Lopez, Sean Caruana, Shirley Pierson, Steve Major, Tara Gilboy, Vicky Maheu

Call to order at 3:15

1. Land Acknowledgment [Statement](#) | Alvarado
Motion to open meeting with Land Acknowledgment Surwilo 2nd Tornsaufer
2. Approval of Agenda | All
Motion Surwilo 2nd Tornsaufer. All in favor.
3. Approval of May 21, 2024 AS General Meeting [Minutes](#) | All
Motion to accept minutes by Gonzalez 2nd Putrus.
4. Action Items / Training / Discussion / Guests
 - a. Meeting Dates: Senate Executive Committee & General Meetings ([DRAFT](#)) | Weinroth
 - b. Conferences & Travel Academic Senate [Information](#) | Surwilo
Discussion Summary: Move to adopt the updated travel and conference procedures as outlined: requiring faculty to submit travel and conference forms with exact dollar amounts verified by the program chair, capping the budget for individuals at \$1,800, and \$10,000 total per conference, ensuring that all expenses are documented. Recommend updating the travel guidelines website with current GSA per diem rates, revising the travel and conference tab online, and scheduling a flex workshop to ensure all faculty are familiar with the updated procedures
 - c. Tenure Promotion Review Committee ([TPRC](#)) | Weinroth
Discussion Summary: To formally establish the Tenure Promotion Review Committee (TPRC), with Stacy Surwilo as the lead, and to confirm its role in reviewing tenure promotion cases starting in February. The committee will consist of representatives from each discipline and is charged with ensuring fairness in faculty evaluations, particularly in tenure denial cases, in accordance with the tenure review procedure.
 - d. Policy & Procedures [Chart](#): First Reading [AP4102.1](#) Formerly [5102](#) | Gholson
Discussion Summary: Is to initiate a review of the Automotive Policy AP 4102.1 for Career Technical Education Services, with the aim of clarifying the policy's language and considering an extension of the current five-day limit for students working on their vehicles on campus. Additionally, recommend that Richard

Weinroth meet with automotive faculty to gather feedback and present their recommendations at the next meeting

5. Informational Items & Reports

a. Faculty Distance Education Coordinator Report | Greenberg

- a. September [Report](#)
- b. Canvas Single Sign On [Presentation](#)
- c. Zoom Recording Update [CCCCO Memo](#)
- d. Canvas: New Discussion Tools [SDCCD DE Toolkit](#)

Discussion Summary: To acknowledge the implementation of the single sign-on system for student access to Canvas and to recommend providing continuous support at both ECC and Mid-City campuses to ensure smooth adoption and address any issues faced by students or faculty. Support the ongoing efforts led by Jenny Kim to explore the role of AI tools in ESL education, including the development of resources to detect AI-generated student work. Furthermore, recommendation that the institution provide additional training for faculty on how these tools can be used to enhance language learning

b. Technology Committee | Greenberg

c. Diversity, Equity, Inclusion, Antiracism, & Accessibility (DEIAA) Committee | Alvarado

- a. September [Report](#)
- b. Diversity Book Club re-launched

Discussion Summary: To support the relaunch of the Diversity Book Club with Meritocracy Trap as the fall book, set to begin on October 4th, with all meetings conducted via Zoom. Additionally, recommend promoting the book club across the campus community and ensuring that faculty are informed about the availability of flex credit for participation, once the flyer and further details are released.

d. OER ASCCC Liaison | Vera-Alba

- a. September [Report](#)

e. Professional Development Committee | Grossini-Concha

f. AS Constitution Committee | Surwilo

g. AFT Updates | Bromma

Discussion Summary: To acknowledge the AFT update shared by John Bromma regarding the proposed 32-hour workweek for classified professionals. Also encourage faculty and staff to engage with John Bromma for any union-related questions or further clarification on the proposal and its implications.

h. SLO Committee | Foster

Discussion Summary: To support the formation of the SLO Task Force and recommend that each CE program designate a representative to serve on the task force. While the committee is unofficial for now, its full establishment in the Spring should be prioritized to ensure effective participation in student learning outcomes (SLO) initiatives

6. 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
7. Round Table
8. Upcoming Dates:
 - a. SDCCE Academic [Calendar](#)
 - b. SDCCE Master [Calendar](#)
 - c. SDCCE Important Dates 24-25 [Calendar](#)
 - d. SDCCD Board of Trustees Meeting [Calendar](#)
- 9. Meeting was adjourned at 5:00 PM**

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 oaparcio@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](#)
- The Past, Present, and Future of Noncredit Education in California [Report](#)

Academic and Professional Matters (10+1):*

<ol style="list-style-type: none"> 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. 	<ol style="list-style-type: none"> 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.
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	10. Processes for institutional planning and budget development.
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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