

Santa Monica College Academic Senate Executive Committee Retreat

Meeting Agenda

August 22, 2023

9:00AM – 2:00PM

SSC 396

[Zoom](#)

8:30AM – 9:00AM

Breakfast and Socializing

9:00AM – 9:30AM

Call to order/Approval of Agenda

- a. Introductions and Ice Breaker
- b. Approval of [11/29/22](#) and [5/30/23](#) Minutes

9:30AM – 10:00AM

Senate Logistics (J. London, T. Phillips)

- a. On-ground Meeting
- b. Committee Memberships
- c. EOY Reports
- d. Other

10:00AM – 10:30AM

DPAC (J. London)

- a. [Action Plans](#)
- b. Budget: [Action Plan 1](#) and [Action Plan 2](#)

10:30AM – 11:00AM

Enrollment Discussion and Update (J. London, E. Meyer)

- a. [August BoT Meeting Podcast](#) (start at 20 mins to 01:40)

11:00AM – 11:15AM

Break

11:15AM – 12:15PM

Resolutions and Development Timeline (J. London, E. Meyer)

- a. [SEM Plan](#)
- b. [College Redesign](#)
- c. Other

12:15PM-

Lunch Served (working lunch)

12:15PM – 12:45PM

Legislation (J. London)

- a. [AB 928](#)
- b. [AB 1111](#)
- c. [AB 1705](#)

12:45PM – 1:30PM

Senate Goals (J. London)

2:00PM

Adjournment

For all documents, visit www.academicssenate.com

Next scheduled meeting: September 5th

Santa Monica College Academic Senate Executive Committee

Meeting Minutes

August 22, 2023

9:00AM – 2:00PM

SSC 396/Zoom

I. Call to Order/Approval of Agenda

M/S: C. Matheson/S. Anderson

Passed 9:15AM

II. Approval of 11/29/22 and 5/30/23 Minutes

M/S: S. Anderson/K. Metzler

Abstain: K. Lui-Martinez

Passed 9:18AM

III. Information Items

a. Senate Logistics (J. London/T. Phillips)

i. On-Ground Meetings

Beginning September 2023, Senate, Executive and Committee meetings will be held on-ground in accordance with the Brown Act. While Zoom is available, only senators/chairs present at on-ground meetings will be counted towards quorum and permitted to vote. There is concern that the shift to on-ground attendance will negatively impact adjunct faculty's ability to participate on voting committee. Executive meetings will be held in the Senate Office (HSS 261) which is now equipped to include Zoom. Senate Meetings will be held in BUS 144 which has been converted to a hybrid space. To reserve the Senate Office for committee meeting, contact T. Phillips.

ii. Web Access and Agenda Items

New committee chairs should contact T. Phillips to request editing access to their committee's webpage.

All agenda items for Senate and Exec meetings are due by 5pm Thursday. For items requiring a vote (Action Items or Consent Agenda), please include a copy of the item to be voted on so there is ample time for it to be reviewed by senators/chairs prior to the meeting.

b. Committee Memberships

The Committee Appointments form will be sent to chairs via email and should be returned by the end of September if possible. Adjunct faculty can serve as it doesn't count against maximum. Currently, Distance Education and OER are in need of chairs while Student Instructional Support will not be meeting at this time.

c. End of Year Reports

The 2022-23 Committee End of Year Reports have been compiled for review. It should be noting that there are a few remaining report left to be added before the document is complete.

d. Accreditation Visiting Team

The Accreditation Team will visit SMC from September 25th to September 27th. The team will have opportunities to engage during our September 26th Senate Meeting. The team will hold interviews with J. Beardsley and possibly S. Veas, E. Tovar and J. London.

e. Mission Statement Editing

Senate will meet on Master Plan and Mission Statement adding equity piece to the Mission Statement. There is a question as to how the committee can receive input from different college constituencies and it should be noted that without Senate approval, neither document can move forward to the Board.

IV. Discussion Items

a. DPAC (J. London)

Annual Action Plan 1: Develop a Master Plan for Education -- Faculty members are much needed for this committee to support one another and avoid isolation. There is a stipend included with participation which should be for approximately one year. The committee will also include participation from an external consulting group. Once a Master Plan has been drafted the administration will present it to the Senate who may or may not choose to accept/endorse it.

Annual Action Plan 2: Launch the Epi-Minded Equity Centered Professional Innovation Center – New faculty has been supported through EPI and one of this year's goals is funding for new faculty to attend NCORE. They are also funding mentors from outside their department and a group in the spring that will provide classroom observations. Funding for part-time faculty mentors/mentees is for Fall or Spring while funding for full-time faculty mentors/mentees will be year-long. Goal funding has been received each year as institutionalized from the DPAC Action Plan.

Support of EGC version 2.0 (third cohort). Senior management will receive equity training from an outside agency and train to trainer model.

LGBTQ Intersectional: S. Anderson will speak during Professional Development Day regarding campus restroom availability.

b. Enrollment Discussion and Update (J. London, E. Meyer)

- i. It is recommended that chairs listen to the August BoT Meeting podcast as it contains a significant amount of useful information regarding enrollment.
 - ii. Winter is going to be cut to help build classes back. It was initially cut 20% and now will cut an additional 23%. Spring will also have cuts which will mostly impact adjunct as well as smaller departments. It should be noted that enrollment is up compared to last fall 2.5%; though this increase does not distinguish between online and on-ground. Most chairs have informed faculty of the enrollment situation and intentional planning is requested moving forward. A Strategic Management Workshop will be held on Professional Development Day. Ad Astra® was used to identify which Winter classes should be cut and some of the chairs will pilot it in fall for spring or in spring for the following fall.
 - iii. Full-Time Equivalent Students (FTES) mean revenue which translates into weekly teacher hours which 100% efficiency is not a realistic possibility. Performance based measurement may favor those who are best prepared to be successful. We are following reduced offerings versus pathways to success with a budget that shows a 5% reserve. After the Budget committee met and agreed that a 100% efficiency goal was not possible and with no faculty endorsing it either, the number was amended to 92% which means a re-adjusted balance.

There is a dispute between the administration and the FA as to whether the administration can cancel any class whenever they want regardless of whether the class has met or exceeded the minimum enrollment number (18) for a class to remain open which is specified in the FA contract. Attorneys for both parties will be in discussion in the fall. There will be Budget Committee meeting August 23rd to express concerns about cancelling classes and the impact on students' ability to find an equivalent class of interest or necessity.
- c. Resolutions and Development Timeline (J. London, E. Meyer)
 - i. SEM Plan (2022-2027)

The Resolutions of Concern regarding Strategic Enrollment: (Whereas statement provided). The improvements desired in SEM include a stop to the shrinkage of the college, more involvement by faculty, planning and accountability ensured, a vision of an equity institution, the addition of benchmarks such as certificates to be added, targeting of non-transfer student if that is an area of growth, transparency, and enrollment management as a crucial part of funding programs.
 - ii. College Redesign

As Redesign needs a reset, it's requested that the plan be removed from the Senate Webpage. In addition, our Resolution in Opposition of Current Pathways College Efforts is being drafted. We want to be able to choose our own representatives in the Redesign process. AS needs a central role in the development of all elements of guided pathways. If the process continues in the same manner the Senate will not be involved. We also need to address our goals at an institutional level to make an impact as a senate.
 - d. Legislation (K. Lui-Martinez)

- i. AB 928: 2021 Cal-GETC
The Cal-GETC creates a single pathway to UC and CSU for transfer. Global Citizenship is likely to disappear.
- ii. AB 111: 2021 Common Course Numbering (CCN)
The CCN is to be completed and ready to go into effect by 7/1/24, but that is not likely to happen as the goal is to assign the same CCN to comparable courses across the CCC and requires the identification of COR elements and optional elements to determine if certain course objectives are shared.
- iii. AB 1705: 2023 Equitable Placement (Implemental Goal)
Students would be automatically enrolled in transfer level English and Math courses. The courses must meet the student's intended goal (certificate/AS/transfer). Instructors can't recommend to students that they take a course lower than their placement. Compliance should be by 7/1/25.
It is important to provide data showing the success of prep course as student may opt out of classes that would be helpful in succeeding in the course they're initially placed in. There is a campus concern that AB 1705 will affect enrollment and retention.
- iv. AB 811: 2023 Credit Course Repeatability
This is pending legislation that is supported by ASCCC and FACCC. Each CC district would establish policies allowing students to retake courses--five times for a substandard grade and 3 times for a satisfactory grade. AB 811 would require repeated transfer level Math or English, the CC informs the student of concurrent support. Additionally, some monies from 1705 would go towards more tutoring.
- e. 2023-24 Senate Goals
Pushed for time

V. Adjournment

M/S: C. Matheson/L. Hald

Adjourned: 2:05PM

For all documents, visit www.academicssenate.com

Next scheduled meeting: September 5th

8/22/23

SANTA MONICA COLLEGE ACADEMIC SENATE

Executive Committee Attendance
2023-2024

| PRESENT | Name | Voting Status | Committee Chair |
|---------|-----------------------|--------------------|--|
| | Adams, Joelle | | Committee Chair: Distance Education |
| | Amerian, Stephanie | Sabbatical | Committee Chair: Program Review |
| SA | Anderon, Steph | | Committee Chair: Equity & Diversity |
| A | Arrizon, Vicenta | | Committee Chair: Personnel Policies |
| MALB | Bober, Mary | | Officer: Recording Secretary |
| WB | Borgardt, Marianne | Shared | Committee Co-Chair: Adjunct |
| DB | Broccard, Delphine | | Committee Chair: Global Council Citizenship Committee |
| Present | Cue, Erin | | Committee Chair: New Faculty |
| A | Davison, George | | Committee Chair: Sabbaticals & Fellowships |
| BSD | Driscoll, Brian | Interim | Committee Chair: Professional Development |
| A | Hald, Lea | | Committee Chair: Professional Development |
| Present | Herbert, Shannon | | Committee Chair: Decolonizing the Academy |
| A | Inabu, Tiffany | PRESENT | Officer: Parliamentarian |
| A | Khalil, Nathan | | Committee Chair: Honor Council |
| A | Lee, Sue | | Committee Chair: Social |
| Present | London, Jamar | Tie Breaker | Officer: President (2024) |
| KM | Lui-Martinez, Kristin | | Committee Chair: Institutional Effectiveness |
| Present | Magallon, Beatriz | | Committee Chair: Student Affairs |
| CM | Matheson, Catherine | Shared | Committee Co-Chair: Adjunct |
| KM | Metzler, Kas | | Committee Chair: Elections and Rules |
| CM | Meyer, Elisa | | Committee Chair: Department Chairs |
| PAD | Morse, Peter | | Committee Chair: Faculty Association Liaison |
| MA | Perret, Debbie | | Committee Chair: Career Education |
| A | Rajski, Brian | | Committee Chair: Professional Ethics & Responsibilities |
| A | Schwartz, Alex | | Committee Chair: Environmental Affairs |
| | TBD | | Committee Chair: Personnel Policies |
| | TBD | | Committee Chair: Legislative |
| | TBD | | Officer: Treasurer |
| | TBD | | Committee Chair: Student Instructional Support |
| Present | TBD | | Committee Chair: Information Services |
| | Veas, Sal | | Committee Chair: Curriculum |

SANTA MONICA COLLEGE
ACADEMIC
SENATE

Executive Committee Voting
2023-2024

| | Time | 9:15AM | 9:18AM | 9:18AM | 2:05PM |
|-----------------------|----------------------|---------|--|---|-------------|
| Name | Voting Status | CTO/APA | Action Item: Approval of 11/29/22 Minutes | Action Item: Approval of 5/30/23 Adjournment | Adjournment |
| Amerian, Stephanie | Sabbatical | | | | |
| Anderson, Steph | | S | M | M | Y |
| Arrizon, Vicenta | | Y | Y | Y | Y |
| Bober, Mary | | Y | Y | Y | Y |
| Borgardt, Marianne | Shared | N/A | N/A | N/A | N/A |
| Broccard, Delphine | | Y | Y | Y | Y |
| Cue, Erin | | Y | Y | Y | Y |
| Davison, George | | NP | NP | NP | NP |
| Driscoll, Brian | Interim - PRC | Y | Y | Y | Y |
| Hald, Lea | | Y | Y | Y | S |
| Herbert, Shannon | Online | N/A | N/A | N/A | N/A |
| Inabu, Tiffany | | Y | Y | Y | Y |
| Khalil, Nathan | Non - Voting | N/A | | | N/A |
| Lee, Sue | | NP | NP | NP | NP |
| London, Jamar | Tie Breaker | N/A | | | N/A |
| Lui-Martinez, Kristin | | Y | A | A | Y |
| Magallon, Beatriz | Online | N/A | N/A | N/A | N/A |
| Matheson, Catherine | Shared | M | Y | Y | M |
| Metzler, Kas | | Y | S | S | Y |
| Meyer, Elisa | | Y | Y | Y | Y |
| Morse, Peter | | Y | Y | Y | Y |
| Perret, Debbie | | Y | Y | Y | Y |
| Rajski, Brian | | NP | NP | NP | NP |
| Schwartz, Alex | | NP | NP | NP | NP |
| Veas, Sal | | Y | Y | Y | Y |
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