

TAFT COLLEGE SENATE-OF-THE-WHOLE
MINUTES
MONDAY, DECEMBER 2, 2019
12:00PM TO 1:00PM
COUGAR ROOM

Senators present:

Becky Colaw, Kristi Richards, Chris Flachmann, Mike Jiles, Tori Furman, Geoffrey Dyer, Vicki Jacobi, Diane Jones, Michelle Beasley, Janis Mendenhall, Ruby Payne, Carly Flowers, Greg Golling, Amar Abbott, Joy Reynolds, Joe'll Chaidez, Mariza Martinez, Shelley Getty, Jennifer Altenhofel, Deb Rodenhauer, Darcy Bogle, Jason Page, Nathan Cahoon, Lori Travis, Mike Mayfield, Wendy Berry, David Mitchell, Paul Blake, Tina Mendoza, Kelly Kulzer-Reyes

Guests:

Brandy Young, Severo Balason, Leslie Minor, Heather del Rosario, Xiaohong Li,

Call to Order: 12:14 pm

Public Commentary:

None

Action Items

1. Approval November 4, 2019 Minutes (3 minutes) **ACTION**
1st Jones, 2nd Altenhofel
Accepted by acclamation without change
2. Superintendent/President update (5 minutes) **INFORMATION**
Dr. Daniels was not present. No update provided/
3. Student Equity Achievement – Program Report (S. Balason, 5 minutes) **INFORMATION**
Upcoming required report on progress of Taft College for scaling of the Guided Pathways adoption activities. Notification of this required report was received last week. The timeline for reporting will not allow the completed report to come to the Senate Council before going to the Senate-of-the-Whole. This is notice that the report will be an action item on the next Senate-of-the-Whole agenda.
Action requested: NONE.
Chancellor's office sent request two weeks ago for the updated report. This is a progress report only. There is no need for AS President signature.
According to VPSS Balason:
11-26-2019 CSSOs received memo from Chancellor's office update received. SEAP Report due in January 2020. The report was on last year's spending and this year's projected spending. In FY 2018-2019 TC expended \$1,612,760. The balance, ~20K, was moved forward to FY 19-20. 3% basic needs were added into the forecast for the upcoming year's budget including the COLA of 3.26%. Senate Bill 943 allows SEAP money to provide financial assistance to students. Additional money was budgeted for tutoring.

We are required to report on two of five disproportionately impacted groups:

- 1) Black/African-American male completion of transfer level English and math in first year. (required reporting group)
- 2) Hispanic male (required reporting)
- 3) White male (optional reporting)
- 4) Foster youth (optional reporting)
- 5) Disabled students

Eveland: We will invite VPSS Balason back in January 2020 to report on the progress of the SEAP report.

4. Administrative Procedure 7120 Recruitment and Hiring Procedure draft (10 minutes) **ACTION**

AP 7120 has been modified through the participatory governance and collegial consultation processes to address Academic Senate and other concerns. The Senate Council has moved AP 7120 forward following a series of meetings between Academic Senate President, VP of Human Resources, and Superintendent/President in which the concerns expressed in Senate Council meetings were addressed.

Action requested: Review and approval of AP 7120 as revised.

Discussion:

There was concern voiced about hiring discrimination based on allowing people to choose mode of interview. TC does not force students to come to campus; we offer multiple modalities. We should do the same for faculty interviews. Additional concern was voiced about HR creating questions for interviews. Response from HR(del Rosario): HR does not create the questions. They simplify and edit questions.

Committee chair – There were questions about consultation with the faculty/division chair. Section C of AP 7120 – screening for minimum qualifications should be the faculty division chair, not HR.

Within the sub-sections of AP 7120, there are language discrepancies about faculty and adjuncts and minimum qualifications screening (Payne)

There were suggested edits in Section E. Add decision about MQE.

About AP 7120

There were multiple concerns mentioned about Part A.b. in AP 7120.

There was a request to faculty to also look at the 2nd Minimum Qualification: applicants possessing sensitivity to our students' diversity.(Dyer)

There was a recommendation to remove the name of the current HR software (Newton) from the AP to avoid future needs for revision and editing.

Consider changing the term "Incumbent" to "final candidate"

First page: Clarity for different pieces of the same process to name the screening committee members – Golling Dyer- clarified that as AS President, he only appointed AS members to non-faculty position committees. During his time as AS president, division chairs selected their representation, and he appointed them to the committees.

There is an interest in communicating faculty preferences and to get this procedure right.

There was a request to confirm that the current division chair on the hiring committees within their divisions.

There is a need to clarify HR policy – define how and when someone has been hired.

HR RESPONSE: This has been reflected in the minutes of the most recent "Ask An Administrator" session.

Discussion ensued about when people are hired and when they leave, as well as how this is communicated to the campus.

Motion to table until February meeting: Jiles

Second: Deb Rodenhauser

Discussion – Question about whether AP 7120 will be adjusted prior to further AS discussion.

Motion passes unanimously.

5. Guided Pathways Scale of Adoption Report (V. Jacobi, 10 minutes)

ACTION

Report on progress of Taft College for scaling of the Guided Pathways adoption activities.

Action requested: Approval of general report content.

The Guided Pathways Scale of Adoption Report is due in March 2020.

The Scale of Adoption form from the Chancellor's office was recently modified. This report is happening with Guided Pathways.

Chancellor's office increased the space to include narrative report up to 10,000 words.

Student Services: Meta-majors

Four pillars of Guided Pathways

1) On-boarding students

Employment opportunities- have counselors looked at the field?

Critical courses and milestones – identify the courses where students struggle to move forward

Prototype CAPP – Get focused stay focused class.

2) Counselor monitors each program – DegreeWorks does not currently allow us to track. Students should be able to see this information, but they cannot do so currently.

3) Ensuring students are learning: Student Learning Outcomes

Project-based learning

Work-based learning

Enough hands-on training

Apply learning to career

The report is due March 1, 2020 and must go through the Academic Senate. The Board of Trustees will have two readings prior to the March submission deadline. Jacobi has received positive draft feedback from Chancellor's Office.

Please review the report and send feedback to V. Jacobi.

Motion to approve in concept: J. Altenhofel.

Second: T. Furman

Unanimously approved

6. Charters for Approval of Revisions (10 minutes)

ACTION

Charters have been submitted with proposed revisions. Review the proposed revisions in light the purpose of the committee and 10 +1 expectations.

Action requested: Approve with revisions or return to committee with recommendations.

Many charters have come through. Many committees are looking at how they align with 10+1.

- Dual Enrollment
- Curriculum and General Education
- Distance Learning and Education Committee (new name to avoid acronym confusion)

Motion to approve the charters: Ruby Payne

Second: Darcy Bogle

Abstained: Tori Furman

Open Forum for Announcements (5 minutes)

NO ACTION

A reminder that email chains can create Brown Act violations. Emails to the Academic Senate which result in the discussion of items on the agenda might be construed as a serial meeting.

Adjournment

Next Meeting: January 17, 2019 *SUBJECT TO CHANGE

Michelle Beasley is taking care of lunch.

January – Rank new position requests.

1 pm – Reynolds and Jiles Adjourn

Respectfully submitted,

Kelly Kulzer-Reyes

AS Secretary