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Roll call voting is required in meetings conducted through Zoom.
Zoom etiquette for this meeting: Raise hand and wait for acknowledgement to avoid talking over others.
State your name when making motions and seconds as those speaking may not be seen on all attendees’ monitors. Remember this is a public forum meeting under the Brown Act.

Call to Order
12:10 pm
Attendees:
Guest: A. Bledsoe
Public Commentary
No members of the public

Approval of the Minutes
1. Approval March 17, 2021 Minutes (3 minutes) ACTION

Accept by unanimous consent

Informational Items:
2. Required activities associated with Standing Committees of the Academic Senate
INFORMATION Standing committees fall under the Brown Act: Agendas posted publicly at least 72-hours before meeting (on Standing Committee webpage & front window of Admin building); Opportunity for public comment on agenda items Minutes of past meetings posted on standing committee webpage following approvalRecommendations to Senate-of-the-Whole Reports/requests to Senate-of-the-Whole on topics, issues, and concerns associated with 10+1 and/or effective functioning of the standing committee

Reminder that Academic Senate and subcommittees of the Academic Senate fall under the Brown Act.

Updates:
3. ASCCC 2021 Spring Plenary – Virtual, April 15-17 (5 minutes) DISCUSSION
Dyer: Decolonizing our Institutions was the theme. Decolonizing Distance Education was a great session. The adopted resolutions are up.
Jacobi: Dyer’s resolution approved, and Eveland’s amendment approved, as well.

Work Session:

4. Ensuring faculty pools for hiring committees, grievance hearing committees, and other limited term work requiring faculty representation (i.e. review of RFPs) (10 minutes)

WORK SESSION Senate and Faculty responsibility... but difficult to get faculty to serve. Have been relying on a few who will serve if no one else volunteers. So those faculty are ‘over it’. How do we make this happen?

A number of activities that happen on campus that are not regular committees. Classified screening committees are an area where few faculty volunteer to serve. Student grievance hearing committees are also hard to get faculty to volunteer. How do we ensure the academic senate has representation?

Dyer used to reach out to targeted parts of the campus. Perhaps emails are going to clutter. Bandy suggested using division chairs.

Altenhofel asked if the union has been consulted on this, and if they would encourage faculty to participate. Golling mentioned that this is not a bargaining issue, but a professional one. There was a time when some people were volunteering often, but this wasn’t leading to as diverse a group.

Barriers include the software system and the treatment of faculty by HR

Old Business: Assignment of Responsibility for Development and/or Recommendation to Senate of the Whole for Action

5. Ensuring faculty pools for hiring committees, grievance hearing committees, and other limited term work requiring faculty representation (i.e. review of RFPs) (3 minutes)

ACTION Requesting recommendations/directions for ensuring on-going, broad-based representation for service on unlimited-term work groups/committees. (non-faculty screening committees; Grievance Hearing Committees; other committees as identified in APs or operational processes)

Tabled.

New Business: Assignment of Responsibility for Development and/or Recommendation to Senate of the Whole

6. Recommendation of Dual Enrollment Course Offerings for TC/TUHS 2021-22 MOU (3 minutes)

Forward to Academic Senate of the Whole with recommendation to approve.

ACTION

Golling reports that for the past few years we’ve offered courses at the high school. The current course offerings are similar to past offerings. Differences include PSYC 1500. Not appropriate for online at the high school. Possible addition PSYC 2200 on site at TC for the Spring 2022.

Consultation with faculty on the decision to remove PSYC 1500 from the online
format. The person attending the online class offering to monitor students did not have a PSYC background.

Now, our faculty can possibly teach on the high school site. The discussion continues to figure out who might be able to teach these courses. The high school has shifted its openness to allowing TC faculty on their site.

Motion: Forward to Academic Senate of the Whole with recommendation to approve. Devine
Second: Jacobi

Ayes: Altenhofel, Bandy, Devine, Dyer, Eveland, Golling, Jacobi, Kulzer-Reyes, and Travis

Motion passed unanimously.

7. AP 7211 – Faculty Service Areas, Minimum Qualifications, and Equivalencies (5 minutes) ACTION

Motion: Forward to Academic Senate of the Whole with recommendation to approve. Altenhofel
Second: Dyer

Ayes: Altenhofel, Bandy, Devine, Dyer, Eveland, Golling, Jacobi, Kulzer-Reyes, and Travis

Motion passed unanimously.

Draft revisions added by Eveland. There are other things that should be revised in the future, but for now it seems sufficient. The revisions need to also go through the Governance Council. Dyer likes the proposed changes, including adding the second MQ.

Question: Would the application form be changed to include this information?

Answer: HR did not have any documentation to give applicants. HR and AS President Eveland are fixing that now.

Current version of the AP and this newly edited document are not in conflict. Edits suggested during the meeting.
8. **Distance Education Accessibility Plan** (A. Bledsoe, 10 minutes)  

*The Distance Learning and Education committee brings forward this agenda item for discussion and recommendation to forward to Senate-or-the-Whole for adoption.*

Bledsoe: Marianne wanted to attend as well, but was required to attend the conflicting Ask an Administrator meeting.

Accessibility standard concerns after the LACC lawsuit. Faculty were not aware of the accessibility requirements. DLEC will look at this each year in consultation with the 508 committee.

The first step is to inform all faculty are aware of the requirements. Then, to ensure that faculty has training to improve their course accessibility. OEI training is one option. The second is a self-evaluation checklist, and the third option is sharing shells that meet accessibility requirements.

By Fall 2023, all online course sections will have Commonlook through Guided Pathways funding can be used for hard-to-convert documents.

The accessibility portion would be the same language as the DE Evaluation tool.

Questions and concerns

Request for training from faculty at May In-Service

The DLEC committee has had the training conversation at length, and it is their desire to provide ample opportunities to faculty in order to best serve our students and improve course success.

Motion: To move the Distance Education Accessibility Plan on to the Academic Senate of the Whole.

Jacobi

Second: Altenhofel

Ayes: Altenhofel, Bandy, Devine, Dyer, Eveland, Golling, Jacobi, Kulzer-Reyes, and Travis

Motion passed unanimously.

9. **Professional Development/Training/Orientation for Committee Members** (5 minutes)  

*DISCUSSION*

Other Announcements

Adjournment 1:00 pm

Respectfully submitted,

Kelly Kulzer-Reyes