

**DRAFT**

## Taft College Academic Senate Minutes

Friday, January 12, 2024

Cougar Room

11:10 pm - 1:00 pm

### Call to Order

The meeting was called to order by President Duron at 11:10am. C. Duron noted that was lunch was provided.

### Attendees

Based on the sign-in sheets, the following faculty members attended: Abbott, Bandy, Bledsoe, Bogle, Cahoon (M), Cahoon (N), Chaidez, Chung-Wee, Clark, Devine, Duron, Dyer, Eveland, Flachmann, Getty, Golling, Gonzalez, Jacobi, Kerr, Kulzer-Reyes, Martinez (M), Mendenhall, Mendoza, Mitchell, Nishiyama, Oja, Page, Payne, Polski, Raber, Richards, Rossi, Smith (K), Smith (T), Taylor, Travis, & Webster

J. Lopez was the only other employee who signed-in.

### Public Comment

There was no public comments.

### Action Items

#### Approval of the Minutes

December 4, 2023 Meeting: There were no corrections so the minutes were passed.

#### New Business

- 2024-2025 Faculty Position Needs Presentations and Ranking: C. Duron stated that no divisions had submitted requests for positions. She believes that this shows that we listened when President McMurray had said that he would not be flying new positions. Academic Senate is interested in filling the failed search (Librarian) and failed hire (Communications) positions from last year.
- Academic Senate Subcommittee Charter Updates:
  - Student Learning Outcomes Assessment Steering Committee (SLOASC): C. Duron introduced the changes in the charter of this sub-committee of the Academic Senate. She noted that the committee may need to update the charter in August 2024 as there is controversy over how the chair of this committee is assigned.
  - R Payn moved that the charter be approved, with R. Polski seconding. The motion passed with one abstention (by T. Mendoza).
- Ad Hoc Committee Recommendations on AP 7120 Recruitment and Hiring Procedures and 7211 Faculty Service Areas Minimum Qualifications and Equivalencies
  - C. Duron went over the changes in each AP that were suggested by the ad hoc group consisting of Bandy, Bledsoe, Golling, Mayfield, Mendoza, Oja, Payne, and Rangel-Escobedo. Suggestions for the hiring of non-faculty is not part of

10+1, so that is a “friendly ask,” while recommendations to faculty hiring is part of our 10+1.

- C. Duron noted that most of the Part-Time/Adjunct Faculty Positions section was copied from the full-time processes. It wasn't until E.d. that the processes changes extensively.
- H. Del Rosario from Human Resources (HR) attended and answered many questions.
- The most controversial section was related to how first-level interviews with the teaching demonstrations would be offered. The compromise was that each candidate gets to choose when their first interview is video conferencing or in-person.
- Other information that was not in the submitted draft were:
  - The position should have the correct minimum qualifications and discipline (G. Dyer).
  - The need for equivalency documentation and external review of foreign transcripts should be made more clear in the job advertisement. It might also be helpful to notify applicants if they are missing equivalency documentation or external review of foreign transcripts so that the applications can turn in the correct paperwork before they are excluded from the screening process (T. Mendoza).
  - It was clarified by C. Duron that if there are more than 20 candidates that the screening committee would like to move forward in the process that the rankings would determine who would be selected.
  - We should add when faculty should get the final questions and prompt back to Human Resources (H. Del Rosario). The Senate compromised on 10 days.
  - It was noted that the screening committee could send less than 3 candidates to the second-level interview, if that's the decision (R. Payne).
  - There was a request to add a feedback step to the screening committee for all of the steps after the committee moves up to 3 candidates to the second-level interview (R. Polski and others). C. Duron learned that at least one college has the Academic Senate President present at all second-level interviews. H. Del Rosario said that the Division Chair does need to sign-off on any offers to candidates. It was noted that this does not inform the screening committee of candidates who declined or other steps after the first-level interview.
  - According to H. Del Rosario, adjunct faculty are noted as “active” or “inactive” in the HR software. “Active” adjuncts are those that have taught a class for us, and “inactive” are adjunct that the screening committee approved but who have not yet taught a class for us. The HR system could hold all adjunct forever, but the policy currently says that the adjunct are removed from the system every 3 years.
  - There were questions about the salary schedule and who decides placement (C. Chung-Wee). The Faculty Association and HR make those determinations.
  - G. Dyer moved that the AP 7120 be approved with the edits as read and noted be C. Duron. The two additions were the changes in the keeping

the adjunct pool, and adding an Academic Senate representative into the loop after the first-level interviews. This was seconded by B. Devine.

- A. Abbott motioned to amend G. Dyer's motion to add that the first-level interview format would be by candidate choice. The was seconded by K. Kulzer-Reyes. The motion passed, but with opposition by G. Dyer, D. Kerr, M. Martinez, R. Payne, C. Taylor, L. Travis and absentions by C. Chung-Wee, A. Jarrahan, M. Rossi, and K. Webster.
- The perfected motion also passed.
- C. Duron also reviewed changes in AP 7211. D. Bogle motioned to accept but with typographical corrections. This was seconded by R. Polski. The motion passed to accept suggested changes to AP 7211 with typographical corrections.
- Academic Procedures:
  - C. Duron introduced the suggested updates in these procedures were from the League (Community College League of California) and are related to 10+1.
  - The Council suggested that each procedure should be sent to specific Academic Senate sub-committees as follows to review and provide suggestions that would then go through the Senate of the Whole.
    - Curriculum and GE Committee:
      - AP 4020 Program and Curriculum Development
      - AP 4100 Graduation Requirements for Degrees and Certificates
    - CTE Committee: AP 4103 Work Experience Education
    - Distance Learning and Education Committee: AP 4105 Distance and Correspondence Education
    - Academic Development Committee: AP 4222 Remedial Coursework
    - Academic Policies and Procedures Committee, with AP 4225 also being reviewed by the Articulation Officer:
      - AP 4225 Course Repetition
      - AP 4230 Grading Symbols
      - AP 4232 Pass/No Pass
      - AP 4250 Probation
      - AP 4255 Dismissal and Readmission
  - The suggested changes in AP 4103 has already been reviewed by the CTE Committee. D. Bogle, the chair of that committee, shared these the committee believes that the League recommendations work well. She noted that we need to include these in our Work Experience plan. V. Jacobi motioned and D. Rodenhauser seconded to approve these changes. The motion passed.
- Speech Pathology Program & American Sign Language (ASL)
  - C. Duron introduced these reports as requests from the CTE committee.
  - D. Bogle said that the CTE Committee would like the college to consider reactivating some ASL courses to support students who are interested in a speech pathology career. Two courses would need to be added to fulfill foreign language requirements. The CTE Committee is also interested in a speech pathology degree.
  - A. Abbott motioned and L. Travis seconded the motion to try to reactive ASL courses and explore adding a speech pathology degree. The motion passed.

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- Open Education Resources (OER) Plan: There was a motion by M. Martinez and seconded by D. Mitchell to re-order the agenda as the OER planning team was not ready due to the illness of one member. The motion passed.
- [Accessibility Capability Maturity Model \(ACMM\)](#)
  - A. Abbott introduced a model developed by CSU consultants that the Chancellor's Office (CCCCO) to evaluate TC on 10 goals related to accessibility and then provide training where there are deficiencies. Faculty and administrators will need to be involved. This will both help us be compliant with laws, but also support students. The process would start in May 2024.
  - B. Devine motioned and K. Kulzer-Reyes seconded to participate in this model program. The motion passed.
- Open Education Resources (OER) Plan
  - K. Kulzer-Reyes discussed the long-term and short-term goals that were shared during Faculty Reports.
  - M. Oja noted that this is not an action item, but a sharing out to gather feedback.
  - R. Payne reminded everyone that Faculty Association must review stipends and job positions before they are opened for applications.
- 2024-2026 Academic Senate Vice President/Curriculum Chair Open Nominations
  - C. Duron noted that the Academic Senate vice president is elected in even-numbered years, and the president and secretary are elected in odd-numbered years. V. Jacobi has accepted a nomination.
  - T. Mendoza nominated M. Oja, but M. Oja declined.
  - The nominations will be open through the February 2024 meeting when Senate will vote.
- Nasa Tech Bridge Program:
  - J. Lopez introduced the grant program and the information provided.
  - M. Oja asked if Engineering or Computer Science faculty had been consulted. J. Lopez said that he had not yet talked with them.
  - S. Getty asked if the program would result in a degree, certificate, internship, or something else? J. Lopez said that this grant would result in formal internships for now, but we would see if there's a need for more training that we could provide.
  - B. Devine motioned to move forward with the grant, with a second by D. Bogle. The motion passed with two oppositions (T. Mendoza and M. Oja) and one abstention (K. Kulzer-Reyes).

## Informational Items

- [CTE Regional Consortium](#): C. Duron shared this information with the CTE Committee, but anyone can attend.
- AB 1705 Equitable Placement, Support and Completion Compliance Memorandum:  
C. Duron noted that we are in compliance.
- AB 928 Student Transfer Achievement Reform Act of 2021 Allocations Memorandum:  
C. Duron sent this information to the Curriculum and GE Committee and the Admissions and Records director. A response is due in fall 2024 since the state provided funds.

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- Update: Career and Technical Education opportunities for Disability Services Students:  
K. Kulzer-Reyes shared that the grant was re-released and is due towards the end of January. She will submit our application, as previously approved.

## Other

C. Duron shared that X. Li wanted faculty to know that a bi-annual student survey is out now. X. Li would like us to encourage our students to complete it.

## Adjournment

The meeting was adjourned by C. Duron at 1:02 pm.