SBVC Academic Senate Minutes
October 16, 2024, Wednesday, 3:00-4:30 pm
Location: Business - 100

The Academic Senate at SBVC is dedicated to empowering and strengthening the voices of our esteemed faculty members. We are committed to fostering active participation, while maintaining a positive and respectful atmosphere that ensures our perspectives resonate strongly throughout our institution. We are the official voice in accordance with, Title 5, section 53200, of the California Education Code §70902 (b)(7) "...the governing board of each community college district shall... ensure the right of academic senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards," which is known as 10+1.

California Title V §53200 "10+1"

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.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation process.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. (+1) Other academic and professional matters as mutually agreed upon.

Senator Representation

Applied Technology, Transportation, and Culinary Arts

☑ Samuel Valle (2026)	☐ Vacant (2027)	☐ Vacant (2027)

Arts and Humanity

☑ Amy Mills (2026)	☑ Carol Damgen (2026)	☑ Joe Notarangelo (2027)
☑ Judy Joshua (2027)	☑ Kevin Lyons (2027)	☐ Rangel Zarate (2026)

Academic Success

☐ Vacant (2026)

Math, Business & Computer Tech

☑ Samuel Addington (2025)	☐ Vacant (2026)	☐ Vacant (2027)
☐ Vacant (2027)	☐ Vacant (2027)	

Science

☑ Carol Jones (2025)	☑ Jessy Lemieux (2025)	☐ Matt Robles (2026)
☑ Maria Valdez (2027)	☐ Melissa Romero (2026)	☑ Michael Torrez (2027)
☑ Tatiana Vasquez (2025)		

Social Sciences, Human Development & Physical Ed

☑ Danielle Graham (2025)	☑ Denise Knight (2027)	☑ Kellie Barnett (2025)
☐ Lisa Henkle (2027)	☐ Melissa King (2027)	

Student Services

☑ Debbie Orozco (2027)	☑ Erica Begg (2026)	☑ Jamie Salyer (2025)
☑ Keynasia Buffong (2025)	☐ Pedro Gonzales (2027)	☑ Ulavale Matavao (2026)
☐ Vacant (2027)		

Part-Time Senator Reps

☑ Christian Sarfo-Poku (2025)	☑ Brenda Orozco (2025)	☑ Loni Dennett(2025)
☐ Vacant		

Senate Exec

- ☑ President, A. Hecht
- ☑ Vice President, T. Vasquez
- ☑ Secretary, J. Salyer
- ☑ Program Review, D. Burns-Peters
- ☑ Curriculum, T. Berry
- ☐ Accreditation and Outcomes, C. Huston
- ☑ Professional Development, R. Hamdy
- ☑ Part-Time Senator at Large, C. Sarfo-Poku
- ☑ Academic, Senator at Large, B. Tasaka
- ☐ Student Services, Senator at Large, Vacant

Guests

- ☑ Fili Michel proxy for P. Gonzales
- ☑ Leif Anderson proxy for M. Robles
- ☑ Gilbert Contreras
- ☑ Patty Quach
- ☑ Kirk Douglas
- ☑ Olivia Rosas
- ☑ Leticia Hector
- ☑ Dan Mayo
- ☑ Denise Valle
- ☑ April Dale
- ☑ Vinnie Wu
- ☑ Blake Bonnet
- ☑ Joane Maestre
- ☑ Ricardo Gueveara

1. Call to Order
    1.1. Call to Order/Establish Quorum
    1.2. Approval of Agenda: *The Consent Agenda is expected to be routine and noncontroversial.*
	Call to order at 3:03 pm.
	
	Approval by consensus.

2. Public Comments
    2.1. General Public Comments - refers to the opportunity for members of the public to speak on both agenda and non-agenda items. *(Reserved for Guests only and limited to 10 minute total time limit, 3 minute max per person)*
    2.2. Floor Items - Reserved to raise concerns within the Academic Senate scope. The Senate will hear your concerns/questions, but may not respond. If requested, the concern can be included on a future agenda. *(10 minute total time limit, 3 minute max per person)*
  ❖ *NOTES*
      ➢ D. Knight: will be ready for the SBCCD Olympics next year, he has her basketball in the car.	

3. Approval of Minutes
  ❖ *NOTES*
      ➢ none
	Motion to approve the minutes.
	1st: J. Noterangelo
	2nd: Michael Torres
	Yay: 24
	Nay: 0
	Abstain: 2 (M. Valdez, C.Jones)

	(K. Buffong, K. Barnett, B. Tasaka were not here for the vote) **Motion approved.**

4.   Reports: *As per our last Academic Senate meeting, all reports (except the Academic Senate President and College President, who have standing speaking time) should now submit written reports via the "Submit Written Report" link on the Academic Senate website, located below the Meeting Dates section.*
   4.1.   AS President
      ❖ *NOTES*
         ➢ [Academic Senate President Report](#)
            ■ [Healthy Minds](#)
            ■ [Creating an Enterprise Fund Model](#)
            ■ [ASCCC 2024 Resolutions](#)
         ➢ [BOT Report](#)
         ➢ The next step is for everyone to start writing their reports, Jamie will present the report system at the next Senate meeting. There is a focus on mental wellness resources for students, as a significant portion of the student body is experiencing mental health issues. ASCCC fall resolutions are happening October 18, during the area D meeting.
   4.2.   AS Vice President
      ❖ *NOTES*
         ➢ T. Vasquez: [Timeline](#)	

➢ Progress update on SBVC Participatory Governance Task Force 24-'25: T. Vasquez shared the timeline that describes the events that have taken place so far. Co-chair J. Oxendine and I are looking forward to our first meeting with all the constituent representatives on October 25, 2024. Details on charge, and immediate and short-term activities by the task force will be provided after meeting #2 (tentatively Nov8'24). In the meantime, see attached timeline and membership.

➢ Recommendations will be formulated by our task force to college council and Academic Senate, and classifies, ultimately goes to college council, and I will clarify this specific charge, because we need to have a charge, we will have more details.

4.3.   Campus Committees

4.4.   Academic Senate Subcommittees

4.5.   San Bernardino Community College District Teachers Association

❖ *NOTES*

➢ D. Knight/J. Salyer: equity week being scheduled for October 24. A survey went out to all faculty to help with determining negotiations input as well as activities that faculty are interested in attending. MOU for reimbursement for office 365 for part time faculty

4.6.   Associated Student Government

4.7.   Classified Senate

4.8.   President, Gil Contreras

❖ *NOTES*

➢ Dr. Contreras highlighted several recent college activities, including a successful transfer fair and Student Action Week. He noted that 70 Valley College is California's first Dream Resource Center, which is a significant achievement. Plans are being made for a farewell event in spring to commemorate a building set for demolition, with efforts to save a local butterfly species.

➢ During classroom visits, Dr. Contreras heard from students about the importance of communication from faculty and the positive impact of counseling. He is advocating for policy changes that would allow classified professionals to lead field trips, enhancing student experiences.
➢ He also mentioned recent events like a resource fair and Farm Day, which blended educational and fun activities. The Umoja program has grown from 40 to nearly 300 students. Additionally, Dr. Contreras shared that interviews for the Interim Dean of Science are upcoming and that input on the Facilities Master Plan is ongoing. He expressed enthusiasm about forming a task force for participatory governance to foster inclusive decision-making.

5. Unfinished Business
    5.1. Proposed Bylaw Changes (310-319) revised 5.15.24, *(1st read)*
        ❖ *NOTES*
            ➢ D. Burns - Peters: [Proposed Bylaw Changes]
            ➢ C. Jones - had a question about the numbering.
                ■ It will be cleaned up and addressed in the revision
            ➢ J. Joshua - had a question on how part time faculty representation was calculated.
                ■ The calculation process is in the constitution, for every 125 part-time faculty, there is one senator seat available.
    5.2. AP/BP feedback, Jessy Lemieux
        ❖ *NOTES*
            ➢ [AS Legislative Report]
            ➢ [Legislative Committee Notes]
        5.2.1. Level 1, went through on 10.10 *(informational)*
            5.2.1.1. 2015 Student Trustees
            5.2.1.2. 2355 Decorum

5.2.1.3.   2430 Delegation of Authority to the Chancellor
5.2.1.4.   2510 Participation in Local Decision-Making
5.2.1.5.   2715 Code of Ethics/Standards of
            Practice
5.2.1.6.   2731 Trustee Emeritus
5.2.2.   Level 2, minor review, *(2nd read)*
5.2.2.1.   3720 Computer and Network Use
5.2.2.2.   3725 Information and Communications Technology Accessibility & Acceptable
            Use
5.2.2.3.   3726 Information Security Data Classification
5.2.2.4.   3727 Information Security Access Control
5.2.2.5.   3728 Information Security Physical Security
5.2.2.6.   3729 Information Security Logging & Monitoring
5.2.2.7.   3730 Information Security Remote Access
5.2.2.8.   3731 Information Security Internally Developed Systems Change Control
5.2.2.9.   3732 Information Security-Security Incident Response
5.2.2.10.   3733 Information Security-Security Secure Operations
5.2.2.11.   3734 Information Security-Security Network Security
5.2.2.12.   3735 Information Security Disaster Recovery
❖ *NOTES*
    ➢ D. Burns-Peters: It seems this is opening the door for accessibility, and would like to know a little bit more about how this is going to impact our responsibility in accessibility as faculty members. I'm in support of it, but this is opening up a pathway for making sure that our materials are accessible at the moment to all students and maybe even faculty and staff who need it, and that brings a lot of responsibility to faculty. So just putting that on the radar.
5.2.2.13. 3736 Information Security Cloud Storage	

❖ *NOTES*
   ➢ R. Hamdy: mentioned as much as they can, the district is looking for individuals to move off platforms (such as google) because they cannot fix security breaches in those areas. Push is to have everything in the district supported cloud.
   5.2.2.14.   3737 Information Security Payment Card Industry Requirements
   5.2.2.15.   5030 Fees
❖ *NOTES*
   ➢ D. Burns-Peters: indicates a permanency to what they are doing and our we that bought into BookSavers. To put it in AP seems strong, unless the intention is so financial aid can be used.
   5.2.2.16.   6925 Refreshments or Meals Served at Meeting
 5.2.3.   Level 3, extensive review item, *(2nd read)*
   5.2.3.1.   4300 Field Trips and Excursions
❖ *NOTES*
   ➢ T. Vasquez: addressed concerns regarding outdoor lab experiences and field trips, noting the challenges of scheduling them during weekends and weekdays while ensuring flexibility. She emphasized the lack of standardization in approval procedures for faculty, which complicates planning and may deter valuable activities that benefit students. She stressed the importance of outreach to engage students in fields that may be unfamiliar to them, advocating for fewer restrictive authorizations that could hinder these efforts. She echoed the President's remarks about the limitations faculty face in securing help, highlighting the need for more support to enhance student engagement.
   ➢ J. Joshua: pointed out that the AP used "may" a lot vs. "shall."
   ➢ T. Berry: pointed out the curriculum requirements from the PCAH of required field trips.

➤ D. Burns-Peters: would like to make a recommendation to add classified staff to the group so they can be chaperones.

5.3.   FW: Update - April Dale

❖ *NOTES*

➤ A. Dale: Students who do not withdraw by the specified deadline may receive an FW grade by the instructor instead of a traditional failing grade. This applies to both regular and short-term classes. An FW grade is treated like a fail in terms of transcripts and academic standing, but its impact on financial aid is uncertain and needs further clarification from Sam Trejo (Financial Aid Director). The FW grade is intended for students who stop participating without formally withdrawing, rather than those who are failing due to low scores.

■ T. Vasquez: request to come back and let the group know the implications on Financial Aid.

● A. Dale: If not her, S. Trejo can come back.

● V. Wu: it should affect financial aid the same way and be treated like an F grade.

■ C. Jones: will this show on the transcript, will other schools know what it means?

● A. Dale: other institutions have implemented this, this is new to us.

■ S. Valle: since a W has different implications, can FW have different implications as well?

● A. Dale: yes, it could.

■ D. Burns-Peters: wanted to support what V. Wu said, it really is treated like an F. Why do we have it, it's about data. When we look at our course success rates, it's frustrating to see a high percentage of Fs when many of those students might have been A-level students who simply stopped attending. That can reflect poorly on our instruction. It's crucial for us to have an accurate

picture of student performance. Beyond the technicalities of how it impacts grades, we need to discuss best practices as faculty. We should have a conversation in the academic senate about when and how to appropriately use the FW grade to ensure we're not leveraging it to our advantage.

- A. Dale: From an ANR perspective, we encourage faculty to proactively drop students who are no-shows by the census date and to continue monitoring participation throughout the semester. Many students may not withdraw on their own due to uncertainty or personal reasons. We hope faculty will step in and drop these students, which also allows for the possibility of reinstatement if the student decides to return. Faculty can simply email us to reinstate the student if that aligns with their discussions and decisions.

- F. Michele: can it be academically renewed?
  - A. Dale: Believes so
- R. Hamdy: To support Davina's points, it's important to consider the unique challenges faced by our adjunct faculty. As mentioned, especially in online classes, it's easy for students to disengage without notice. This can skew success rates, making it appear that students are failing when they may simply have forgotten to participate. We should focus on developing best practices for faculty, both full-time and part-time, to help address this.
- E. Begg: can we have the drop dates posted?
  - A. Dale: sounds great but there are too many classes that have different start dates. If there was one start and end date, it could absolutely be done.
- G. Contreras: From a financial aid perspective, compliance with Title IV regulations is crucial; otherwise, students risk losing access to financial aid. Alongside the FW grade, it's essential to document the date of last academic

activity for each student. This means that when a student receives an FW, faculty must specify when their last engagement occurred—whether it was October 31, November 18, or another date. This adds complexity to our discussions and requires faculty input, as failing to follow these guidelines could have financial implications and potentially jeopardize financial aid for our students. It's been suggested that the financial aid director join the conversation to provide insights and ensure we navigate this issue effectively. ■ F. Michele: drop date can also impact veteran student's registration. ■ T. Vasquez: commented about communication. While announcements are being sent to faculty, email is becoming less effective as a means of communication. I believe it would be beneficial to create a centralized hub for faculty where we can easily access important information. Perhaps the IT team could develop a platform with a dropdown menu where we can input our start dates and find relevant resources more easily.Additionally, we need to reconsider how many course sessions we offer and the duration of those sessions, as these are layered issues impacting enrollment and student clarity. Many students are confused about their next steps, so having a dedicated website could help streamline communication and make it easier for faculty to stay informed amidst the influx of emails from students and colleagues. This seems like an important conversation to have moving forward. ● A. Dale: the rosters have the information. ■ D. Burns-Peters: advocating for best practices that are faculty driven. I would like to move that we bring that to an agenda item as a Senate body. ■ D. Orozco: mentioned a student guide that was created that has the information where the student can find this information.	
6. New Business	

6.1.   Black Serving Institute - SB 1348, April Dale *(1st read)*
   ❖ *NOTES*
      ➢ SB 1348
      ➢ K. Buffong: question about the data and how are we counting to meet the 10%.
      ➢ V. Wu: application goes by federal standards.
      ➢ G. Contreras: this is a state initiative.
      ➢ A. Hecht: vote of support will happen at the next meeting.
6.2.   Posted Campus hours - Blake Bonnet (*informational*)
   ❖ *NOTES*
      ➢ Campus Hours
      ➢ B: Bonnet: (the Acting Chief) emphasized the need to standardize campus hours to enhance safety and ensure students, staff, and visitors know when buildings are open. He proposed clear signage displaying operating hours for weekdays and weekends, highlighting the importance of consistent access for evening and weekend classes while maintaining a secure environment.
      ➢ T. Vasquez: asked for clarification on community members taking walks in the gardens outside of "campus hours."
      ➢ B. Bonett: that goes in the spirit of the law. Midnight might not be an appropriate time, but a Sunday afternoon is reasonable.
6.3.   Compressed Calendar - Raina Hamdy (*informational*)
   ❖ *NOTES*
      ➢ 2025-2026 Academic Calendar
      ➢ R. Hamdy: The transition to a 16-week semester, starting in fall 2025, has been approved, simplifying class schedules and making it easier for students to remember start times. This new calendar, which includes two clean eight-week semesters, allows for earlier semester endings and additional summer sessions, enhancing

support for students and faculty. The details of the calendar, including holidays and breaks, will be shared, with adjustments expected as the rollout progresses.
➢ K. Barnett: asked about the summer school schedule.
    ■ R. Hamdy: The schedule will not be on this calendar.
➢ A. Dale: Made a correction for the start date of the application period, we have already opened up that application.
➢ L. Hector: asked about finals week.
    ■ R. Hamdy: You're expected to give the final during the last week.
➢ S. Valle: asked if the class hours will change.
    ■ R.Hamdy: provided clarification that the hours will change depending on the units.
➢ A. Hecht: noted that student services always comes back after winter recess so this new schedule could allow for a little longer of a break for student services.	

7.   Announcements
Def. To share brief information or updates that don't require discussion or action.
     ❖ *NOTES*
       ➢ B. Tasaka: Filipino Barrio Fiesta, Thursday, October 24th, 2024 at 4:30PM at San Bernardino Valley College in B-100
       ➢ K. Buffong: Transfer season, multiple activities
       ➢ C. Damgen: ALD, Tim Burton Film Festival	

8. Adjournment 8.1. Next meeting- October 30, 2024, B-100 **Approval Date: November 20, 2024** **Academic Secretary: Jamie Salyer (2024-2025)** **Academic Secretary Initials:**	Meeting adjourned at 4:29.