



Faculty Senate  
San Antonio College

## Minutes

October 8, 2021      12:00pm-2:30pm, via Zoom

Meeting called to order by: Senate President Ruby Martinez at 12:33pm  
Note taker: Robyn McGilloway, Senate Secretary

Senators absent: Lennie Irvin, Dee Joseph, Lisa Menard

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### I. Call to Order

### II. Approval of Minutes

Vice-President Garcia made a motion to approve the September 10<sup>th</sup>, 2021 minutes. The motion was seconded by Senator Robertson-Schule. The motion passed unanimously with amendments, first and last name will be used to denote Senators Lennie Irvin and Frances Ervin.

### III. Reports of Officers

- Senate President Ruby Martinez:
  - The meeting on October 4<sup>th</sup> with leadership, Dr. Lovato. Dr. Vela was unable to attend the meeting. We expressed concerns about Minnie Stevens Piper Award, and that Spring Break does not coincide with schools in the area. Due to Dr. Vela's absence there was not much discussion. Our next meeting will be October 15<sup>th</sup>.
  - President Martinez gave Executive Faculty Council (EFC) updates. The faculty student mentoring draft is complete and went to the Vice Presidents of Academic Success (VPASs). The draft will be presented on October 22<sup>nd</sup> to EFC. The presentation maybe postponed due to SACSCOC.
  - The end of course survey Part II will be presented to Strategic Leadership Team (SLT) on October 25<sup>th</sup>.
  - The ad hoc committee for faculty evaluation presented their faculty evaluation report to EFC, and a good discussion was had. The next step is to present to VPAS and get their feedback. The presentation will move to SLT and ultimately to the Board. The committee is moving into Phase II. A main goal of the committee is to remove Faculty180 and obtain a new tool for evaluation. Vice-President Garcia congratulated President Martinez and Kelli Wilder on their successful presentation.
  - The United Faculty Senate (UFS) is developing a faculty quality of life survey to go District wide to fulltime and adjunct faculty. The survey will include some questions from the SAC Faculty Senate Survey from 2018. President Martinez encouraged faculty to complete the survey. Participation in the survey is important for data collection. Senator Patricia Portales asked if this survey will

carry more weight in comparison to the SAC Faculty Senate Survey from 2018. President Martinez thinks this survey will be well received due to the fact that input is coming from the entire district. Senator Luis Rodriguez expressed concern about possible retaliation for completing the survey. He further stated that faculty should be reassured that retaliation will not occur for faculty completing the survey honestly. Participation in the survey could suffer if faculty are fearful.

- Senate Vice-President Isabel Garcia: Vice-President Garcia shared a short video synopsis of the role of Executive Faculty Council (EFC). Cynthia Katz is our EFC Faculty Fellow. Secondly, Vice-President Garcia stated that senate leadership would like to meet with committee chairs prior to faculty senate meetings. This meeting will encourage a dialogue among senators. Secretary McGilloway will send out an email to find out which days and times work best for the committee chairs. In addition, Vice-President Garcia asked that senate committees meet monthly to discuss important topics. Senator Linda Robertson-Schule asked if the 'Swirling Concerns' section of Canvas can be utilized for expressing faculty concerns. President Martinez and Vice-President Garcia encouraged senators to utilize the Canvas webpage to communicate.
- Senate Secretary Robyn McGilloway: Secretary McGilloway signed-up senators for committees. She encouraged senators to sign-up within Canvas for board meetings/committee of the whole meetings. Each senator is required to participate in one board meeting and one committee of the whole meeting.

#### IV. Topical Items

- **Jeremy Motley - Chair for Teaching with Technology Committee**
  - Mx. Motley expressed that the committee will serve as a liaison between the faculty and technology personnel. In addition, the committee will communicate technology issues with faculty and administrators. Mx. Motley's email is [jmotley3@alamo.edu](mailto:jmotley3@alamo.edu). Senator Kim Hochmeister asked about transparency of technology budgets for Gonzales Hall and McCreless Hall. Mx. Motley will need to research the question. SAC Faculty Senate may need to spearhead research into budget transparency. Senator Bruce Davis asked to whom does the committee report. Mx. Motley stated the committee is an independent group that reports to College Council once a month and works closely with Dr. Khan. In addition, Senator Davis asked how the committee will work with the SAC Faculty Senate. Senator Davis stated that our bylaws may need to be amended to include the Teaching with Technology Committee. Senator Barbara Knotts is also a member of the Teaching with Technology Committee. Senator Knotts stated that the committee can serve as a resource to faculty regarding roll out of new technology practices or products. Vice-President Garcia asked who oversees technology renovations. Mx. Motley stated that Usha Venkat is responsible for technology renovations, and that his committee will facilitate communication. Vice-President Garcia asked if SAC Faculty Senate could be periodically updated on technology issues. Mx. Motley also serves on the Technology Advising Committee. President Martinez asked if the committee will help roll out Simple Syllabus. Simple Syllabus will roll out in Fall 2023 and the committee will be working on training opportunities.

- **Beatrice Canales – SAC Giving Campaign**

- SAC Staff Senator Canales encouraged faculty to contribute to the SAC Giving Campaign. She emphasized the importance of student success through scholarship. Contributions can be made in ACES. Ms. Canales hopes to increase employee participation from 18% to 40%.

## **V. Adjunct Faculty Council**

Senator Amanda Martin: Adjunct Faculty Council is working on a draft adjunct faculty handbook. They are currently building the appendix and making decisions about handbook content. In addition, Adjunct Faculty Council is exploring a resource site for new faculty. The Council is looking at AlamoShare, and possibly making it more user friendly.

## **VI. Committee of the Whole/Board of Trustees Meetings – Senator Ryan Cabalu**

- Institutional materials (IM) was a topic of discussion. The District has a contract with Barnes and Noble for IM.
- A COVID update was given, which basically matched our weekly email updates. Senator Cabalu had the question of who is verifying weekly testing. According to District, The Alamo Together Pledge is working; and 72.4% of Alamo College employees are vaccinated and positivity rates are going down.
- No new initiatives were discussed at the Board of Trustees Meeting, September 21<sup>st</sup>.
- The Koehler House is going to surplus.
- United Faculty Senate (UFS) presented their initiatives, in which tenure is an important topic.
- A legislative report was given. At the state level, redistricting will be happening soon. There is also legislative discussion regarding whether local governments can mandate vaccines or a vaccine passport. At the federal level, the budget includes \$2 billion for retention/completion grants and involves Title IX.

## **VII. Committee Updates and Breakout Sessions**

- Curriculum and Instruction – Senator Jose Moreno, Chair  
According to Senator Moreno, the committee met this last week. They have three topics of concern: 1) obtain former committee chair, Senator Alex Bernal's personal contact information, 2) more committee members are needed, and 3) has the stipend for substitute work pay increased along with salary increases. Regarding the first topic, Senator Mai Lai Eng will share Alex Bernal's contact information. Regarding the second topic, more senators joined the Curriculum and Instruction Committee earlier in this meeting. The third topic should be the focus of Policy and Procedures Committee.
- Communication – Senator Caraway, Chair  
No report.  
Senator Caraway will reach out to Mx. Jeremy Motley regarding lines of communication between SAC Faculty Senate and the Teaching with Technology Committee.
- Policy and Procedures – This committee has an open chair seat. Senate leadership will talk to Senator Lennie Irvin about volunteering for the chair position.  
No report.
- Research – Senators Bruce Norton, and Bruce Davis, Chairs  
No report.

Senator Norton will send out an email request to meet on Tuesdays around 3:00 or 4:00.

- Surveys and Elections – Senator Anahita Lorestani, Chair  
Three members have been selected for Tenure, Promotion and Appeals Committee. Senator Lorestani asked for Minnie Stevens Piper nominations. Three faculty members have accepted the nomination, three have not replied, and one faculty member has declined the nomination.

#### **VIII. New Business/Announcements**

- Senator Luis Rodriguez discussed the lack of appeals process for Faculty 180 Evaluations. Senator Rodriguez asked for senate leadership to address this concern with administration and clarify the process of appeals. Our Faculty Handbook does discuss an appeals process (page 85); however, some department chairs/deans are not aware of this appeals process. The Policies and Procedures Committee should research the topic further.
- President Martinez requested a faculty member join Year-round Scheduling Committee. The committee meets on the third Thursday of every month. Dr. Dawn Elmore volunteered to server on the Year-round Scheduling Committee. Senator Patricia Portales expressed the concerns of her department regarding year-round scheduling. Her department members were unaware of this change. Senator Portales stated that year-round scheduling may conflict with SACSCOC policy, quality and delivery of content C10.3. Senator Kim Hochmeister expressed concern about the wording of the committee title; is the title year-round schedule or year-round scheduling?
- The topic of 40 Hour Work Week Clarification was discussed. This topic will be discussed with Dr. Vela during our monthly leadership meeting. The Ranger requested that senators willing to be interviewed on this topic stay after the meeting.
- Vice-President Garcia discussed faculty attrition in her department, Architecture. She asked if other departments are having attrition problems due to excessive initiatives (for example, online certification mandate). Vice-President Garcia stated that this loss of qualified faculty directly impacts the quality of education. Vice-President Garcia requested information on faculty attrition be emailed to her.

#### **IX. Adjournment**

The Faculty Senate Meeting was adjourned at 2:33pm

*Next Faculty Senate Meeting will be on Friday, November 12<sup>th</sup> via Zoom at 12:30pm.*

<https://alamo.zoom.us/j/95014716725>