



Faculty Senate
San Antonio College

Minutes

October 9, 2020 12:30-2:30pm, via Zoom

Zoom ID: 953 6161 3214

Meeting called to order by: Senate President Olivia Sandoval at 12: 35pm
Note taker: Isabel Garcia, Senate Secretary

Senators absent: none

I. Call to Order

II. Approval of Minutes

A motion to approve the minutes of the September meeting was made by Senator Caraway. Motion was seconded by Senator Irvin and passed with the correction of the meeting date.

III. Board of Trustees Meeting – Board of Trustees Meeting

- Meeting was not attended by either Senator Caraway or Senator Garcia.
Of note: Senator Irvin will be presenting a procedure for new and/or revised policies and procedures proposal to the Board of Trustees in October.

IV. Reports of Officers

- Senate President Olivia Sandoval:
EFC Update - Both the EFC and the UFS are currently working on Evaluations – Phase One which dealt with End of Course Evaluations has been finished and now Phase Two is starting – dealing with the Clinical and Technical Careers Evaluation. An Ad Hoc Committee has been formed to look at this issue and there is a SAC representative on it. The EFC and the UFS are also going to be working on drafting a proposal for tenure that would be ready by the fall of 2021. Senator Martinez added that the members of the EFC who are working on this proposal are all committed and supportive of the idea of reviving tenure. The Charge was received this morning and discussed in today's meeting. This issue was also brought up in a meeting between Faculty Senate Leadership and Dr. Vela and Dr. Blackwood and they too are supportive of reviving tenure. Senator Martinez suggested to the Senate that we ask Dr. Vela to be a sponsor of this draft work order or on the Resource List of the work order so that the Board can see that our President is backing us up.
UFS Update – The UFS brought up additional questions about Adjunct Professors in regard to Office Hours and whether or not they are mandated since they are not paid to have office hours. At this morning's meeting, Dr. Vela and Dr. Blackwood said that they are not required to have office hours given the fact that they are not paid to have them.

Another question that came up was if Full time Faculty that work overloads must have office hours for those extra classes. President Sandoval took a poll of the Senate and the consensus was that yes they are required to have extra hours for those overload classes. 4DX was also discussed but since it is not an evaluation it is not a primary concern at the moment. Senator Irvin stated that it is the SAC Administration that has tied 4DX to the accreditation process and he finds that a little odd. Senator Martinez suggested asking SACCOC liaison Tiffany Cox Hernandez about it. President Sandoval said that she would ask UFS about it at next month's meeting.

In regard to Faculty Representation, the UFS found that there was not a faculty member on the District Faculty Development Advisory Board. District has since allowed us to have one member on that board. The UFS then looked at the representatives from the Colleges and found that there was no College Faculty representation to the Board. Specifically, they pointed out that the Teaching and Learning Center committee does not have a faculty member and Dr. Blackwood said to select someone. So President Sandoval asked the Senate if any of the Senators would volunteer to serve on either the District Board or the SAC Teaching and Learning Committee Board. Senator Joseph volunteered to be on the District Faculty Development Board.

College Leadership – Dr. Vela and Dr. Blackwood are very open and supportive of the issues that the Faculty Senate Leadership bring up. In regard to maximum Class Size, the number of students in classes has grown and is troublesome. Their response to this concern was that there is a formula that they use to determine class size and that the Department Heads should have shared that information with their faculty. Dr. Vela also encouraged the Senate to look into compensation for the number of students over the required class size for online teaching. Dr. Blackwood said that there is a precedent for this in California that could be looked into. The average number of students in a class is 25 and if it is an intensive writing class up to 3 more students can be added and if it is not an intensive writing class then up to 5 extra students may be added. Dr. Blackwood said that she would send out this information to the Department Chairs to then pass on to the faculty. President Sandoval asked the Senate if we want to pursue the matter of seeking additional compensation for extra students in the classes. Senator Robertson-Schule said that she thought we should pursue this matter. Senator Bernal agreed but said that he was not sure the issue was really about being compensated as much as about maintaining the quality of instruction by not overloading classes. Senator Knotts said that she thought that it was an issue that needed to be looked at across the District and that the EFC should address it so that there is unity in and support of this initiative whether or not there is salary compensation. And that clearly, it was a matter of policy and procedure where it would be clear stated as to how class sizes should be handled. Senator Rodriguez said that he had heard in his departmental meeting that in the fall 2021 that all classes with the exception of labs will be taught on line and if that is true then students will be packed into on line classes. He says that it was presented to them as a mandate from the Administration. Senator Knotts made a motion that the SAC Faculty Senate president take the concerns of the Senate discussion to the EFC to determine if this issue needs to be pursued District wide. A friendly amendment was made to take our concerns to the UFS not the EFC and was accepted. Senator McGilloway seconded the motion and the motion passed. In regard to On line Training Certification, Dr. Vela and Dr. Blackwood said that all faculty (full time and part time) are required to take the training by the end of December. The only faculty that would not

have to meet this requirement would be someone retiring or resigning and leaving at the end of the spring semester.

- Senate Vice President Ruby Martinez: EFC update on Faculty 180 and the faculty evaluation system: a work order came through at the last meeting and was rejected because the Board wanted them to just work on finding a new software and the EFC stated that they wanted to really look at the entire equity evaluation system as a whole first and then find a tool to implement.
- Senate Secretary Isabel Garcia: The Zoom ID will be put on the Agenda for the meeting, in the canvas shell for the Faculty Senate and in the email with the Meeting Minutes. Also, the acronyms used in the meetings are being defined at the end of the minutes.

V. Adjunct Faculty Council

- Senator Amanda Martin: The Adjunct Faculty Newsletter was sent out for distribution yesterday. She also alerted them to the Online Training Certification requirements and said that the next meeting will be on October 20th.

VI. Topical Items

- District Faculty Development Advisory Board – President Sandoval called for a volunteer to serve on this Advisory Board. Senator Dee Joseph volunteered.
- SAC Teaching and Learning Committee (Faculty Development) – President Sandoval called for a volunteer to serve on this Committee. At the close of the meeting, there was not a volunteer.
- Equity Statement follow up – Senators Martinez and Garcia received great feedback and will be using it to revise and add to the Etiquette statement that will then be sent forward to Dr. Blackwood.

V. Committee Updates and Breakout Sessions

- Communication – Senator Caraway, Chair
Nothing new to report.
- Curriculum and Instruction – Senators Alex Bernal and Jose Moreno, Chairs
In regard to the required Online Training, Senator Bernal said that not everyone is suited to, will or wants to teach online. He feels that it is a bit much to require all faculty to take the training given that there are students who will still prefer taking face to face or face to face remote versus all on-line courses. Looking into what departments are short students would be a good way to determine who needs to be taking on-line training.
- Policy and Procedures – Senator Deidra Flynn-Dobson, Chair
In regard to the revision of the Faculty Handbook, Senator Flynn-Dobson said that the Handbook is being resurrected and that the deadline is the spring of 2021. Seabrook Jones, who is working with Tiffany Cox Hernandez is also assisting the committee with revising the Handbook and has created an outline of the steps that need to be taken.
- Research – Senator Bruce Norton, Chair
A meeting is planned and the committee will be researching the pay and tenure issues. He will also be planning a meeting of the Ad Hoc Committee to gather questions to talk about with Linda Boyer-Owens.
- Surveys and Elections – Senator Mai Lai Eng, Chair

In regard to the SAC Mascot, Luis Rodriguez will be the Faculty Senate representative on that committee and other faculty representatives will be Linda Ramos and Barbara Knotts and Claude Miller will be the adjunct faculty representative.

In regard to the Minnie Piper Nominations, there were 8 nominations and 4 responses. As of yet, one was ineligible, one declined and 2 accepted the nomination. The deadline is 5:00pm today.

VI. New Business/Announcements

- Senator Lennie Irvin is a published author! He wrote Reflection Between the Drafts.
- Senator Robyn McGilloway has been certified to work on the Faculty Senate website. She will begin working on the site by updating the Faculty Senators and their information. Additionally, she will be updating the minutes.
- On Saturday, November 21st at 6:00pm, there will be “Graduation In Motion” where graduating students will drive their vehicles through the mall on the SAC campus as a way of marking the occasion.
- Between November 30th and December 20th, faculty may request access to their buildings and offices to return items from the fall semester and to acquire necessary items for the spring semester.

VII. Adjournment

The Faculty Senate Meeting was adjourned at 2:34pm

Next Faculty Senate Meeting will be on Friday, November 13th from 12:30 – 2:30pm via Zoom

Acronyms used in these Faculty Senate Meeting Minutes:

EFC – Executive Faculty Council

UFS – United Faculty Senate

SACS – Southern Association of Colleges and Schools

SACCOC – Southern Association of Colleges and Schools Commission on Colleges