



Faculty Senate San Antonio College

## Minutes

December 2, 2022

12:00 p.m.-1:30 p.m. via Zoom

Meeting called to order by Senate President Dr. Linda Robertson-Schule at 12:06 pm

Note taker: Dr. Patricia Portales, Senate Secretary

Senators absent: Mercedes Alba

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- I. Approval of Minutes – Motion by Senator Ruby Martinez; motion seconded by Senator Amanda Martin
- II. Reports – No November Board of Trustees Meeting
- III. Report of Officers
  - Senate President Robertson-Schule:  
UFC unanimously rejected the Academic Freedom proposal stating insufficient time. UFC will consider it in January.
  - Senate Vice-President Eng: Committee Meeting Attendance: All standing committee chairs are required to attend Faculty Senate Leadership planning meetings. We may need to change the time as some chairs are teaching class. As for regular meetings, senators may be removed for more than 3 absences. Please contact leadership if you cannot attend. Senator Catherine Smithpeter stated that workforce faculty teach all day and are unable to attend. Senator Amanda Martin will represent the Curriculum Committee.
  - Senate Secretary Portales: Faculty Senate would like to recommend a panel of professor for the LEI revision. Senator Shadfah asked if it could be opened to non-senators. The answer is yes. Senator Ruby Martinez asked when the call would go out. President Robertson-Schule said that it would go out in January. Faculty Senate should decide how many faculty members make up the panel. Senator Smithpeter stated that there should be PTE representatives on the panel. Senator Martinez said it should be balanced with Arts & Sciences. Senator Lorestani stated that we should ask Dr. Solis to put LEI on pause until we know more, as CET has continued to make changes. Senator Yusuf stated that he would like to represent the Business Dept. Senator Shadfah stated that LEI should be publicly available so that faculty can access the document as it changes. Senator Knotts suggested that one of the committees create the email to call for interested parties to join the LEI panel. Senator Martinez suggested that the LEI call go out before the end of Fall 2022 instead of waiting for January.
- IV. **Adjunct Council Report:** Senator A. Martin stated that the council will create a formal draft of the adjunct faculty handbook.

V. Committee Reports –

**Curriculum and Instruction** – Senator Catherine Smithpeter, Chair

No report

**Communication** – Senators Isabel Garcia and Ruby Martinez, Chair

Senator Martinez suggested an improvement in communication between Faculty Senate and CET. She suggested that at each Leadership/SAC President meeting, we ask one more senator to attend. Thus, it makes leadership a little more accountable. This is a return to former Senate Pres. Lennie Irvin's policy.

**Policy & Procedures** – Karen Douglas, Chair

No report

**Research** – Senator Kim Hochmeister, Chair

Senator Hochmeister supports Senator Martinez's suggestion that one senator attend the Leadership/SAC President meeting. In addition, Senator Hochmeister would like to create a Coordinator Council to discuss working conditions. President Robertson-Schule stated she would bring it up at the next Leadership meeting. Senator Martinez stated that if CET says no, we can create a recourse.

**Surveys and Elections** – Anahita Lorestani, Chair

Vote for Senate Secretary to replace Secretary Patricia Portales from January to May 2023. The poll feature on Zoom was not working, so senators emailed their votes to Senator Lorestani. Senator Barbara Knotts won the vote and will serve as Senate Secretary for Spring 2023.

VI. Topical Items

**Academic Integrity Policy** – Mercedes Alba is not present.

**Guest: Yvonne Galindo and Yescenia Flores, Annual OTS Client Satisfaction Survey -**

1. **What do you currently like about about OTS?**

-Senator Eng: That you answer the phone.

-Senator Hochmeister: You are prompt in responding to email.

-Senator Yusuf: Thank you and your team. Wonderful group of people.

-Senator Joseph: I don't always get the survey. Yvonne Galindo stated that they would send only one survey per ticket.

2. **What do you dislike about OTS?**

-Senator Robertson-Schule: We appreciate your office. However, there are weekend times/odd hours that OTS be available. Yvonne stated that District OTS is available after 5 pm and extended hours.

-Senator Knotts: We know you need standardization. However, some departments need other types of computers such as 3D operations and software and not just word processing. Also, we don't always know when a new computer is coming.

3. **What are your greatest instructional challenges from a technology standpoint?**

-Senator Cabalu: The verification process seems more obstructive than helpful. Perhaps you could reassess it. Yvonne said she would pass it on to District. Currently, it times out at 30 min.

-Senator Knotts: Is it true that students don't have to do it. Yvonne said they do.

Yescenia Flores: The student verification has not been implemented. Yvonne said she was sorry. It is coming for students, but they don't know when.

-Senator Hochmeister: One of our faculty members stated that using personal equipment to authenticate is a concern. Yvonne stated that some use land lines instead

of cell numbers. Yvonne stated it is only an option to use text message authentication.

- Senator Lorestani: When I am in a classroom, the projector is often not working. Is it possible to maintain the projectors and document projectors? Yvonne states that they can repost directions. Another way to get immediate assistance is to call the Help Desk.

-Senator Eng: The new Alamo Colleges app is difficult to access. Yvonne said that the SAC app has been replaced with the District app.

-Senator Douglas: Who, other than the professor, has access to the courses? Yvonne: The only people that have access to your courses are SAC IT ac campus administrators. District IT has more access.

-Senator Hochmeister: ACUE courses need more times. Yvonne said it is not her area. ACUE courses are offered by Dr. Jaimes area.

**4. SAC has offered experiments with various technologies such as iPads in the classroom, 3D printing and chatbots? Is there any other technology you would like?**

Robertson-Schule: Closed captioning disappeared when I imported one course to a new semester. Is there a way to make captioning permanent? Yvonne stated that it is permanent. I

**5. What one thing would you change about OTS?**

President Robertson-Schule: Hire more people.

5. To the extent that technology is available in the classroom, is it meeting your needs?

Senator Shadfan: I often record on Zoom as I'm teaching live, but I have to add a document camera. Yvonne offered a digital pen. Robertson-Schule asked if we can check them out.

**6. What types of assistive technology would be helpful? A screen reader?**

No answer

**7. Other comments:**

Senator Lorestani: Sometimes I create a Microsoft Office Form for all faculty, but when I send it and only some have access. Yvonne suggested that it be corrected in settings to make sure all faculty can open the survey.

- Upcoming December Board Meeting: Senators Ryan Cabalu and Robin McGilloway

**VII. Adjournment**

The Faculty Senate Meeting was adjourned at 1:28 p.m.