

Officers:

President – George Tedder
Presiding Officer – Diana Matthews
Secretary – Laurel Woolsey

Committee Chairs and Co-Chairs:

Professional – Ritsa Mallous, Melanie Roberti
Salary & Benefits – Katey Arnold, David Price
Curriculum (LAS) – Karim Diff, Alexis Dirienzo
Curriculum (CTE) – Brian Fox, Brittany Williams
Curriculum (Baccalaureate) – Kezia Awadzi

**SANTA FE COLLEGE SENATE
EXECUTIVE COUNCIL MEETING**

July 11, 2023

Attendance:

The Executive Council attendance roster is available on the Senate website.

Call To Order/Quorum Call

The meeting was called to order by Senate Presiding Officer Diana Matthews at 3:30 p.m. Quorum was met. The clicker system was unavailable, so a show of hands was used for this meeting's votes.

Approval of the Minutes

Presiding Officer Matthews announced the minutes from the June 13, 2023, meeting. Motion made (Nick McMillen) and seconded (Chris Gay) to accept the minutes. Minutes were accepted and approved by consent.

Communication from the President of the College

- Next Board Trustees meeting is at the Kirkpatrick Center on 7/18.
- Convocation is 8/18 and will include breakfast and lunch; the keynote speaker will be announced in August.
- Academic Affairs restructuring information will be communicated in an email on 7/11.
- Dr. Quiroga briefly expressed her pleasure at joining SF.
- New chairs were welcomed (Fine Arts and Math).
- Raises will be included in the 7/31 paycheck; for 9-month faculty it will be in the 9/15 paycheck.

Communication from Senate President:

- The College will begin work on creating a broad communication policy that addresses appropriate methods of communication with students. One focus of the policy (which does not currently exist) is the use of texting and what apps may be appropriate and safe. Some concerns mentioned during the discussion were:
 - FERPA,
 - How messages sent/received during clinicals may affect students,

- And whether using texting will affect students' usage of Canvas/email as their main avenue of communication with SF.
- Summer sessions D and G
 - Future summers D and G decisions were reversed: for now, summer D and G are back on the calendar.
 - Professional development day is where we want it for next year, therefore G is going back onto the calendar for 2023-24 and 2024-25.
 - Further discussions will occur.

Announcements:

- Nance Lempinen-Leedy is the new library director.
- The Little Library is up outside of B building.
- Veterans placed into developmental level courses after taking the PERT will have developmental classes covered financially through their VA benefits as long as the class is in person or a hybrid.

Salary and Benefits Committee: (David Price and Nick McMillan)

While the Professional Committee will be following up on some issues discussed at the June 13th meeting regarding office hours that are not necessarily salary schedule, S & B will look at the addition of language in the salary schedule and the recommendations that the Select Committee on FMLA had made that have budgetary impact. We will give our thoughts on these issues this fall.

Curriculum Committee:

- **LAS Subcommittee:**
no report

- **CTE Subcommittee:**
no report

- **Baccalaureate Subcommittee:**
Kezia Awadzi–

The following chart includes the courses approved for fall for the two new B.A.S. Organizational Management concentrations.

OM – Digital Marketing Concentration Courses

| Number | Name | Credit Hours |
|---------|--------------------------------------------|--------------|
| MAN4952 | Senior Capstone (existing course) | 3 |
| MAR3023 | Principles of Marketing (existing course) | 3 |
| MAR3700 | Digital Marketing | 3 |
| MAR4524 | Market Research and Analytics | 3 |
| MAR4724 | Social Media Implementation and Management | 3 |

OM – Zoo and Animal Management Concentration Courses

| Number | Name | Credit Hours |
|---------|-----------------------------------|--------------|
| MAN4952 | Senior Capstone (existing course) | 3 |

| | | |
|---------|-----------------------------------------------------------------|---|
| PAD4232 | Grant Administration and Resource Development (existing course) | 3 |
| PAZ3234 | Zoo and Aquarium Management | 3 |
| PAZ4330 | Animal Behavior | 3 |
| ZOO3080 | Animal Diversity | 3 |

Professional Committee (Ritsa Mallous and Melanie Roberti)

- Office hours language/expectations will be on the agenda in fall
- Membership is open to anyone. Please join.

Select committee reports/updates:

Online ad-hoc:

- New questions centered around the makeup of the committee (their online loading pre-pandemic, how many online hours were they teaching), how we are defining extreme overloads, how many people fall into this category, and fill rates for these overload sections. Answers and more discussion will ensue.

Ongoing Business: (none)

New Business:

- Motion made (Nick McMillen) and seconded (Chris Gay) to cancel the August Senate meeting. Motion was approved by consent.

Non-member Requests:

None.

Adjournment: The meeting was adjourned at 4:20 p.m.