

Officers:

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

Committee Chairs and Co-Chairs:

Professional – Ritsa Mallous, Melanie Roberti
Salary & Benefits – Nick McMillen, 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**

November 28, 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 3:32 p.m. There was a quorum of 19.

Approval of the Minutes

Presiding Officer Matthews announced the minutes from the November 7, 2023, meeting. Motion made (Chris Gay) and seconded (Nick McMillen) to accept the minutes. Minutes were accepted and approved by consent.

Communication from the President of the College

- Provost search is on track to announce the finalists before winter break.
- S Building repairs to be completed first week in February; next step is to replace windows and roof
- Davis Center bathrooms
 - Temporary solution is three unisex bathrooms, one of which is wheelchair accessible
 - Electrical to be addressed next week
 - Inservice on December 11, 2023
 - Permanent solution is ongoing conversation
- Veterans on campus software training (Asha Brunings)
 - Training involves helping faculty and staff about the challenges veterans face
 - Asking for volunteers to pilot online simulation training (approximately 45 minute commitment)
 - Email Asha to join

Communication from Senate President:

- Student Conduct Board volunteers needed; contact Dan Rodkin

- IT is targeting summer 2024 to begin two-factor authentication for students
- BOT meeting summary
 - Congratulations to AFC winners
 - Andy Barnes: increase in budget \$3.6 million
 - Liam McClay: dividing Facilities into the Department of Construction and the Department of Planning
 - Vilma Fuentes leaving for position at FSU in mid-January
- Toys for Tots

Announcements:

Diana Matthews

- Dr. Brown needs volunteers for graduation on December 12 from 1-5pm; email her to join
- Part-time faculty award deadline extended to November 30
- College Senate Relief Fund form for payroll deduction now available; Posted in Canvas in College Senate Relief Fund module

Helda Montero

- Food pantry: students in need of food over break can receive support; pantry is open

Committee Reports:

- Salary and Benefits Committee Nick McMillen & David Price
 - Phase Three \$225k models presented
 - Motion by Chris Mortimer to wait until January to continue discussion on options and allow constituencies to discuss and share feedback

Second by Chris Gay

Vote

Yea: 23

Nay: 0

Abstain: 0

Motion passes.

- New members are encouraged to join S&B; meetings on non-Senate Thursdays in B-001 at 3:30; A&P representatives needed, especially; Teams meeting is an option (not Zoom)
- LAS Curriculum Committee Karim Diff & Alexis DiRienzo
 - Decreased number of credits for MAC2233 Survey of Calculus from four to three credits
 - Approved new course SLS1223 Stress Management for College Students (1 cr. hr.)
 - Meetings on non-Senate Tuesdays at 3:30pm in B-012; Zoom is an option (not Teams)
- CTE Curriculum Committee Brittany Williams & Brian Fox
 - No report
- Baccalaureate Curriculum Committee Kezia Awadzi & James Nichols

- No report
- Professional Committee Ritsa Mallous & Melanie Roberti
 - Update to 3.23 has been received and is being reviewed by legal

Ongoing Business

- None

New Business:

- Strategic Planning Rhonda Morris
 - Timeline
 - January 2024: send out survey asking for feedback to assist in the review of mission statement, values, institutional strengths and weaknesses; share results as part of SWOT (strengths, weaknesses, opportunities, threats) analysis
 - January 26, 2024: First town hall meeting to discuss suggested changes to mission and/or values; review institutional benchmark data; draft potential vision statements
 - February 16, 2024: Follow-up to first town hall meeting (discuss vision, themes, metrics, possible strategies to achieve vision and respond to opportunities)
 - March 15 and 20, 2024: Planning workshops identify potential strategies and tactics to achieve vision
 - Summer 2024: Resource and Planning Council (RPC) synthesizes college feedback to create a draft plan
 - August-September 2024: Draft strategic plan rollout, adjustments made
 - November 2024: Final plan to BOT
 - Karim Diff asked about whether the current strategic plan has been assessed. Rhonda indicated that the level of achievement of the current strategic plan strategies/tactics would be gauged by audit of planning unit reviews and that information shared as part of institutional data during planning process.
 - David Price asked about the current number of faculty seats on RPC, said that in the past the Council included five faculty members not associated with administrative duties for better representation, and recommended that faculty be included in the drafting of the strategic plan; Rhonda agreed to share that concern with Dr. Broadie.
- QEP Bobby Hom
 - Asked Senate to entertain a request for either the Professional Committee or a special committee to investigate different methods of delivery for student opinion surveys to increase response rate
 - Paige Jerzak and Stefanie Waschull offered some information on alternatives they had previously investigated.
 - Motion by Chris Gay: “To have the Senate Professional Committee or an ad hoc subcommittee of the Professional Committee work with QEP Director Bobby

Hom, Institutional Research Director Gary Hartge, and Asst VP Academic Technologies & Training Page Jerzak to review relevant tools, processes, and content of the end of course student opinion survey and other collegewide data collection instruments intended to measure and improve student engagement and the student experience.”

Second John Pfeilsticker

Vote

Yea: 20

Nay: 2

Abstain: 0

Motion passes

- Copier issues in buildings A and B Karim Diff
 - Stefanie Waschull offered to contact Raqual Crawford to look into the issues.
- New VA Stipulations Nick McMillan
 - [Update Concerning Public Law 117-328 - Section 3691A](#)
 - Update is in regard to a student’s unexpected activation during a semester and the assignment of an incomplete in lieu of a grade

Non-Member Requests: none

Adjournment:

Motion to adjourn: Chris Gay

Second: Nick McMillen

Meeting adjourned at 5:01 p.m.