

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
February 13, 2024

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 3:31 p.m. There was a quorum of 21.

Approval of the Minutes

Presiding Officer Matthews announced the minutes from the January 23, 2024 meeting. Motion made (Chris Gay) and seconded (Chris Mortimer) to accept the minutes. Minutes were accepted and approved by consent.

Communication from the President of the College

- Thank you to the provost search committee. March 11 will be Dr. J. Nathaniel “Nate” Southerland’s first day as SF’s new Provost and Vice President for Academic Affairs.
- Dr. Broadie, Trustee Woody, and AVP John Hooker spent time in Washington DC.
 - Met with Kat Cammack, Greg Steube, Rick Scott, and Marco Rubio regarding funding opportunities and support
 - Farm Bill related to agriculture training in higher education may be appropriate for Davis Center
 - Looking for financial support to construct sound barrier to shield zoo animals from I-75 noise
 - Looking for corporate support and connections to major auto manufacturing companies (GM, Ford, etc.) to expand automotive tech program
 - Potential for Pell to expand to include part-time students
 - Engineering Technology/Advanced Manufacturing in Cellon Institute: received \$3 million grant to begin program
 - Received [\\$4 million toward nursing program](#) in Bradford county
- State Legislature

- SF is included in current budget negotiations
- Florida College System asking for
 - \$100 million for faculty and staff recruitment and retention
 - Move to state health plan (in the current Senate budget proposal but not House yet)
 - Question from Dave Price: If we are admitted to the State's health plan, how will SF allocate the healthcare appropriations?
 - Answer: Nothing will change with SF's appropriations; State will pick up additional expenses (SF will not save funds in the switch)
- Please attend strategic visioning meeting with Rhonda Morris on February 16th
- Professional development day March 29th
- Shared news of former SF Police Chief Tony Blalock's passing who was also founding director of Santa Fe College's Institute of Public Safety as well as AVP for Academic Affairs

Communication from Senate President:

- Officer Election Schedule shared
 - Election Commissioner needed; Alex Siwiecki volunteered
 - Motion to approve schedule and Alex as EC made Kathie Russell
- Seconded by Chris Gay
- Motion passes by consent
 - George Tedder, Diana Matthews, and Laurel Woolsey all running again
- IT has started 2-factor authentication for students. Currently keys are free from IT. At some point students will need to buy a UB key.
- S&B will present to Resource Planning Council (RPC) this month identifying special and substantial expenditures and will make normal recommendations later in the semester for next year.
- AFC carnation sales continue this week
- Appropriate use of texting prompted a vigorous discussion during Cabinet yesterday.
 - Please remember to use texting appropriately and only when it is the mutually agreed upon communication tool.
 - College is reviewing testing through Navigate or TEAM which has SMS capability; will need training and guidance
- Internal hire process
 - The legal office discussed with George Tedder and Rose Christy; ironed out an initial draft
 - Procedure will allow Santa Fe College employees (not Spherion) opportunity to apply for vacancies before public advertisement
- Annual FERPA training
 - Will occur on anniversary of hire date with reminders from IT
 - Will have 60-days to complete the training
 - Requiring updates because of changes to federal policies and procedures,
 - One topic needed to add to training is appropriate use of texting with students
- Dr. Naima Brown announced as a Woman of Distinction

- Awards banquet March 26, 2024 at the Hilton
 - Tickets \$40
- Workday
 - Planning complete
 - Architecture should be complete by March; will then be tested
 - Goal for go-live date is July 1 2024
- New mural to be unveiled March 26th for the Spring Arts festival which runs April 13th-14th
- Fitness center will be open until 8:30 pm to promote mental health through physical fitness
- Regalia Orders deadline for the Spring graduation March 28th; please attend and participate
- New training for Timely Care, mental health wellbeing March 26th
- FAFSA reopened with a soft-launch
 - Will be a presentation on professional development day
 - Applications still not being sent to SF
- Food trucks
 - Located outside T & W in the Oak Grove, weather permitting from 11 am – 3 PM.
 - Feb 14 – Cosmic Snow Cones and Hot Diggity Dog
- SF Connections luncheon February 15, 2024
 - must register even if you are bringing your own lunch
 - No luncheon in March
- Student Conduct Code
 - Updated to reflect the Safe Spaces language vetted through shared governance (as read and amended through CSC, EC, and Student Senate)
 - Code language change required by law by April 1, 2024
- President's Gala will be June 22nd in gymnasium
- College to become an early voting site
- Millhopper Family Dentist. They will file all insurance 352-377-1705

Announcements:

- Constituency Lists: Diana Matthews
 - Current lists sent to reps
 - As constituencies change, lists will be updated and sent out
- Outdated Covid-19 signage: Diana Matthews
 - Please remove any existing signs
 - For plastic shield removal, send request to facilities
- Professional Development Day: Lela Frye
 - Committee formed (included Leslie Rios, Lela Frye, Jodi Long, Naima Brown, Steve Grosteffon, and Page Jerzak)
 - Will have guest speaker, three tracks
 - Afternoon awards ceremony
 - Register for lunches
 - Will count as a contract day
 - Agenda available near spring break

- College will be closed to students and public
- Part-time participants (non-student workers) welcome but not compensated
- Please allow students to arrange for alternative hours or to work event instead

Committee Reports:

- Salary and Benefits Committee Nick McMillen & David Price
 - Drafting recommendations for RPC presentation
 - 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
 - No report
 - 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 still being reviewed by legal

Ongoing Business

- Grammarly/AI Concerns Diana Matthews
 - College workgroup received charge
 - Send feedback to Jodi Long, Page Jerzak, Leslie Rios, or Diana Matthews
 - Comment from Kimberley Smith: faculty can use ChatGPT useful for descriptive image to text creation

New Business:

- Online Teaching Professional Development Jodi Long & Page Jerzak
 - Ad Hoc recommendations sent to Jodi and as a response to some of the recommendations (other recommendations will follow) created update to CODI: Online Facilitation Training
 - Pilot currently in progress
 - Training will be regular, recurring, and required for all online instructors
 - May require retraining every three years and have choice in which training (Jodi looking for feedback on this topic)
 - CODI will sunset
 - This training is in response to suggestions that CODI has “run its course,” an articulated desire for more facilitation and design training, as well as an opportunity for us to insure that all online faculty are aware of

ways to demonstrate regular and substantive interactions with online students, per federal regulations.

- May include department specific Canvas course templates
- Faculty facilitators to be recruited from first cohort
- Second cohort to begin March 12th
- Second type of training will include focus on design and will be completed in two segments (about 10 hours)
- Faculty currently trained should consult with Chair to determine whether new training will be required for summer and early fall course offerings

Question from Harry Hooper: Will adjuncts be required?

Answer: Yes. Will need budget to pay for stipend

Question from Eric Torres: Does ACUE count?

Answer: Depends on credentials; we can discuss

Question from Kezia Awadzi: Is there corresponding course for in-person classes and instructors?

Answer: Yes, CTLE will work on creating one.

Question from Helda Montero: Will ACUE still be available?

Answer: Yes, but because faculty is not signing up for very many, we are looking at alternatives. For now, they are still available.

Question from Chris Mortimer: Advanced ACUE focus is online instruction

Comment Torres: Lot of work; why do this ACUE certification and then this on top?

Answer: Even after ACUE training, potential to still learn new ideas and share information from different experiences as a cohort.

- Zoom voting for centers reps: Shellie Banfield
 - Difficult for centers reps to come to main campus, especially Bradford center
 - Diana: Teams channel may be alternative
 - Motion to add to add this topic to current agenda and to allow Zoom option for centers reps by David Price
 - Seconded by Chris Gay
 - Vote: yea 20
 nay 0
 abstain 0
 Motion passed.
 - Diana: procedures for Zoom voting to follow

Non-Member Requests: none

Adjournment:

Motion to adjourn: Chris Gay

Second: Chris Mortimer
Meeting adjourned at 5:17 p.m.