

**DRAFT**

## Taft College Academic Senate Minutes

Monday, March 4, 2024

Cougar Room

12:10 pm-1:00 pm

### Call to Order

The meeting was called to order by President Duron at 12:19pm as we made quorum.

### Attendees

Based on the sign-in sheets, the following faculty members attended: Abbott, Altenhofel, Cahoon (M), Cahoon (N), Clark, Duron, Eveland, Getty, Jacobi, Kulzer-Reyes, Nishiyama, Oja, Page, Payne, Polski, Reynolds (J), Rodenhauser, Smith (K), Smith (T), and Travis. Two student representatives signed in (Cuevas and Robles). N. Reed also signed-in.

### Public Comment

There were no comments by the public.

### Action Items

### Approval of the Minutes

February 5, 2024 Meeting: Corrections were requested to add information. D. Bogle motioned to pass the minutes with the added information, which was seconded by R. Polski. The motion passed with one abstention (J. Reynolds).

### New Business

- BP 6250 Budget Management:
  - C. Duron introduced this Board Policy saying that T. Hampton's office made corrections based on suggestions from the Community College League of California ("the League").
  - V. Jacobi noted that there is never a "clean" copy, with the corrections embedded, until after the policy is approved.
  - M. Oja asked if excess amounts accrued could be moved to somewhere else other than the reserves. S. Eveland said that we could annual re-allocate the money, but that the District normally holds a reserve account for lawsuits from property taxpayers. The excess is used to replenish the reserve.
  - V. Jacobi motioned and D. Rodenhauser seconded to approve this Board Policy. The motion passed.
- AP 4222 Remedial Coursework (ADC approved as submitted)
  - C. Duron introduced this revised Administrative Procedure as already having been reviewed and approved by the Academic Development Committee (ADC).

- D. Rodenhauser motioned and K. Kulzer-Reyes second to approve this Administrative Procedure. The motion passed with one abstention (J. Reynolds).
- The following Administrative Procedures were discussed individually:
  - AP 4225 Course Repetition:
    - C. Duron introduced this AP, noting that the Academic Policy and Procedures committee (AP&P) had reviewed and approved of the changes suggested by the League.
    - S. Eveland noted that the League offers recommendations, but that we do not have to follow them.
    - V. Jacobi motioned to pass this AP, which was seconded by R. Polski. The motion passed.
  - AP 4230 Grading Symbols:
    - C. Duron introduced this AP, noting that AP&P reviewed the procedure. AP&P suggest adding FW's (Failure to Withdraws), and a "z" on transcripts to designate units earned from prior learning. T. Payne described a little why the "z" was chosen as the indicator.
    - D. Rodenhauser motioned to pass this AP with the suggested changes by AP&P, which was seconded by K. Kulzer-Reyes. The motion passed.
  - AP 4232 Pass/No Pass:
    - C. Duron introduced this AP, noting that AP&P had reviewed it and had not suggested changes other than the League's recommendations.
    - S. Eveland motioned to pass the AP, which was seconded by D. Rodenhauser. The motion passed.
  - AP 4250 Probation:
    - C. Duron introduced this AP. AP&P has reviewed, and suggested that the Appeal of Dismissal section be removed because there is a different procedure on dismissals.
    - J. Reynolds asked if we could use a different title than "probation." C. Duron let us know that the state-wide senate (ASCCC) is considering a name change, but hadn't change it yet.
    - M. Oja suggested that we change our wording first.
    - C. Duron noted that Title 5 still uses the term probation.
      - M. Oja confirmed that it's Title 5 not Title V. She was told that federal is Title V, with Roman numerals.
    - S. Eveland motioned to pass the AP with the suggested changes by AP&P, which was seconded by V. Jacobi. The motion passed with one opposing (M. Oja).
  - AP 4255 Dismissal and Readmission (AP&P approved with recommendations):
    - C. Duron discussed the changes that AP&P had recommended that appeals should go to someone other than the Vice President of Student Services, as they are in charge of this process. It was suggested that the appeal should go to the Director of Admissions.

- K. Kulzer-Reyes suggested that when it says “he/she” that it be changed to “the student”. C. Duron noted that the plan is to make that change to *all AP’s*.
- D. Bogle motioned to pass the AP with the suggested changes by AP&P, which was seconded by R. Polski. The motion passed.

## Informational Items

- SAP 2022-23 Data Update:
  - X. Li presented on the updated information of this report, which goes through 2023-2024. The plan is monitored every year, and updated every 3 years. She explained the difference between Leading Indicators and Lagging Indicators.
  - The presentation is provided attached. X. Li noted that we used state-wide data and local data. We have 17 Leading Indicators and 7 Lagging Indicators.
  - Special thanks to K. Allikas for producing this now, when it usually is not completed until May.
- Evaluating the Impact of Program Review-Based Resource Allocation for 2021-22 (really, 2022-2023):
  - X. Li presented on funded projects and their effectiveness. For more information, get the presentation from X. Li. What was noteworthy was that the new money that we used was primarily from COVID, only three projects were funded by general funds out of 50+ projects. We used this money and state money to support IT.
- Preferred Name Update:
  - T. Payne indicated that *all* platforms will reflect the student’s preferred name now that we have upgraded to Banner 9. The only places that must have a legal name are financial aid and payroll. Even transcripts will have preferred names.
- Strategic Plan for Open Education Resources at Taft College
  - An updated version of the strategic plan for OER was presented; the plan was updated by feedback from individual faculty and committees.
  - K. Kulzer-Reyes reviewed the Executive Summary and the Table of Contents. K. Kulzer-Reyes explained that some of the goals say “improve by 5%” because we don’t accurate data yet to have a definitive baseline.
  - C. Duron noted that the full plan is on the Academic Senate’s page for this meeting.
  - K. Kulzer-Reyes said that you can still provide feedback, and Academic Senate will vote on a final draft soon. If you have questions, you can ask K. Kulzer-Reyes, J. Altenhofel, or M. Oja, who are the planning team.

We ran out of time before discussing the rest of the Informational Items on the agenda. Some will be reviewed at future meetings, but some will only be noted here.

- Credit for Prior Learning – Updated Guidelines and Reporting Requirements
- Implementation Guidance for Supervised Tutoring Regulations Revisions

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- FY23-24 Allocation of Local and Systemwide Technology and Data Security OneTime Funds
- California Community College Equitable Placement, Support and Completion Funding Allocation: Reporting Requirements and Timelines
- Brown Act update from January 19 training
- Education Master Plan Update:
  - [Taft College Education Master Plan 2025 - 2035 Development](#)
- [Area A Meeting: Friday, March 22 2024, 9am](#)

### Senator Comments

(examples: brief response to statements or questions, ask clarifying questions, make brief announcements, suggest future agenda topics, ask Senate Officers to look into something)

C. Duron thanked attending Senators for helping us reach quorum. You can send questions directly to her; do not Reply All because that could violate the Brown Act.

The meeting was adjourned at 1pm.