

**Taft College Academic Senate Council Minutes**

Wednesday, August 28, 2024

Cafeteria Conference Room

12:10 pm-1:00 pm

**Call to Order**

The meeting was called to order at 12:10pm by President Duron.

**Attendees**

Role	Preferred Name	X if in Attendance
1. AS President (F2023-Sp2025)	Candace Duron	X
2. Vice President (F2022- Sp2024)	Vicki Jacobi	X
3. Secretary (F2023-Sp2025)	Michelle Oja	X
4. Past President	Geoffrey Dyer	X
5. Allied Health & Applied Technology division representative	Kanoe Bandy	X
6. Business, Arts, Y Humanities division representative	Lori Travis	X
7. English & Language Arts division representative	Chris Chung-Wee	
8. Learning Support division representative	Darcy Bogle	X
9. Math & Science division representative	Nate Cahoon	X
10. Social & Behavioral Sciences division representative	Ken Smith	X
11. Adjunct Faculty representative	Marni Cahoon	
12. Career & Technical Education representative	Amar Abbott	X
Guests	Student Acosta	X
	Vice President Li	X

**Public Comment**

Introductions were made to ensure that our guests were familiar with the Council members.

**Action Items**

Approval of the Minutes

August 20, 2024 Meeting: The Minutes were approved by acclimation with a spelling correction.

New Business

- Academic Senate Sub-committee Charter updates:
  - Academic Policies and Procedures (AP&P) Committee: Vice President Jacobi moved to accept the charter as suggested, with a second by Secretary Oja. The motion passed.
- Board Policies and Administrative Procedures for review and revision: C. Duron introduced some of the policies that the President's Office shared with her as "belonging" to Academic Senate (AS). Last year, the Council either created ad hoc committees or

referred policies revisions to sub-committees of the Academic Senate. N. Cahoon asked if the president recommended changes, and C. Duron said that there were no recommended changes; this may just be on a cycle of review.

- AP 2510 Participation in Local Decision-Making: M. Oja moved to create an ad hoc committee based on volunteers from the Senate of the Whole, with a second by D. Bogle. The motion passed.
- AP 4010 Academic Calendar
  - There was some confusion about this policy because usually the union negotiates the calendar and the Faculty Professional Development Committee (PDC) organizes the in-service calendar.
  - V. Jacobi motioned that we ask the Senate of the Whole to decide the next steps for this AP, which was seconded by D. Bogle. The motion passed, with two oppositions (A. Abbott and K. Bandy). There was discussion about possible state requirement changes and changes in hours allowed per class.
- BP 4030 Academic Freedom: M. Oja moved to create an ad hoc committee based on volunteers from the Senate of the Whole, with a second by K. Smith. The motion passed.
- BP 4050 Articulation and AP 4050 Articulation
  - V. Jacobi, who is the Articulation Officer (AO), noted that this version needs to include our new Bachelor degree. She offered to revise the policy as the AO, with M. Oja suggesting that she bounce ideas off of the Curriculum and General Education Committee (Curriculum Committee)
  - M. Oja motioned that the AO bring her recommendations to the Curriculum Committee for approval. This was second by D. Bogle and passed.
  - C. Duron noted that approvals by the Curriculum Committee go straight to the Board, and don't have to go back through AS.
- BP 4100 Graduation Requirements for Degrees and Certificates:
  - V. Jacobi noted that the version shared by the President's Office is not the most updated versions that has been shared with them. There are required changes because of our Bachelor program, plus changes in Title 5. Those changes were approved by the Curriculum Committee.
  - C. Duron will follow up with the President's Office.
- AP 4102 Career and Technical Education (CTE) Programs: D. Bogle moved to refer this to the CTE Committee, with a second by K. Bandy. The motion passed.

## Discussion Items

- AI Policies and Practices
  - C. Duron reminded the Council that the Senate of the Whole approved a resolution to add AI (Artificial Intelligence) to the Student Handbook under student conduct.

- X. Li provided a sample policy that she received from a seminar that she attended, and shared that other campuses are creating specific Board Policies about AI.
- V. Jacobi shared that she learned about an AI Academy that will be happening in February 2025, according to sessions she attended at this past summer's Curriculum Institute. She also shared that the Chancellor's Office provided webinars last year.
- V. Jacobi does not want to rush into creating a policy, and would rather have the college learn more about how other campuses are dealing with AI.
- C. Duron will share this example with the Senate as a Whole to have everyone start thinking about an AI policy.
- M. Oja asked why a seminar for IT professionals would be talking about AI. X. Li answered that the IT association has a sub-committee that discusses AI, and A. Abbott noted that new software has AI integrated. Plus, students need to know AI to be competitive in the job market.

**Informational Items**

- CCSSEE 2024 Benchmark Scores Report: X. Li briefly discussed our positive results, but noted that our sample size was smaller than it had been. There were questions and discussions about how students were invited and completed the survey.

**Senator Comments**

There were no Senator Comments. With a motion by K. Smith and a second by V. Jacobi, the meeting was adjourned at 12:52pm.