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2 **SADDLEBACK COLLEGE - ACADEMIC SENATE**

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4 **MINUTES**

5  
6 September 13, 2006  
7 2:00 p.m. to 4:00 p.m.  
8 AGB Conference Room – AGB 107  
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10 **1. CALL TO ORDER**

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12 A quorum being achieved, President Robert Cosgrove called the meeting to order at 2:10  
13 p.m.  
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15 **2. INTRODUCE AND WELCOME GUESTS**

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17 Saddleback College President Richard McCullough, VPI Rajen Vurdien, Carmenmara  
18 Hernandez-Bravo, Karla Westphal, and Jim Gaston were welcomed to the Senate.  
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20 **3. ADOPTION OF AGENDA**

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22 *Loma Hopkins (CSSP) moved; it was seconded and passed by voice vote to approve the*  
23 *adoption of the agenda.*  
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25 **4. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

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27 *Kris Leppien-Christensen (SBS) moved; it was seconded and passed by voice vote to*  
28 *approve adoption of the minutes from the Academic Senate meeting of August 30, 2006.*  
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30 **5. PUBLIC COMMENTS**

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32 Carmenmara Hernandez-Bravo and Karla Westphal presented a draft resolution  
33 concerning the inclusion of an invocation in college events for consideration at the next  
34 Academic Senate meeting.  
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36 Randy Anderson is interested in forming an Access Task Force to investigate issues of  
37 access across the campus. Anyone interested in serving on this task force should contact  
38 him. He also distributed a Transportation and Mobility Survey to senators and asked  
39 that they distribute surveys to their students.  
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41 Carol Ziehm praised Saddleback College's Nursing Program for care nursing students  
42 afforded her mother while recently hospitalized at Mission Hospital.  
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46 *Kris Leppien-Christensen (SBS) moved to suspend the Orders of the Day and move to*  
47 *New Business. The motion was seconded and approved by voice vote.*  
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49 **6. PRESIDENT'S REPORT**

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51 President Cosgrove reported the following:

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53 **A. College Meetings – Planning & Budget Council**

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  - Requests for equipment for 2007-2008 will be due to the Equipment Committee by the end of February, 2007.
  - The PBC recommended that by the end of September, each academic unit submit one completed file for faculty hiring for 2007-2008, and that the Faculty Hiring Prioritization Committee should be convened during the first week of October.

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61 **B. District Planning Process Task Force**

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  - The Task Force met on Friday, September 8<sup>th</sup> and will meet one more time.
  - Recommendations on the board, district, and college strategic plans will be presented to the chancellor's cabinet.
  - The Task Force may reconvene after the colleges and district have completed their strategic plans during the spring of 2007.

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69 **C. Reassigned Time Contract**

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  - The Faculty Association met at IVC on Monday, September 11<sup>th</sup>.
  - There was agreement that the language on this issue in the faculty contract was problematic.

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75 **D. ATEP**

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  - The National Science Foundation has designated the Center for Applied Competitive Technologies (CACT) at ATEP as one of eight National Photonics Centers.

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81 **7. APPROVAL OF CONSENT CALENDAR ITEMS**

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83 *Kris Leppien-Christensen (SBS) moved; it was seconded and passed by voice vote to*  
84 *approve faculty to serve on committees.*

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86 **8. OLD BUSINESS**

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88 **A. Faculty Development Funding Committee**  
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- At its last meeting, the Faculty Development Funding Committee proposed to fund conference attendance by part-time faculty up to a maximum of \$250 and that no more than 20% of the budget be allocated to part-time faculty.
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94 *Kris Leppien-Christensen (SBS) moved that the Academic Senate approve that the*  
95 *Faculty Development Funding Committee fund conference attendance by part-time*  
96 *faculty up to a maximum of \$250 and that no more than 20% of the funding budget*  
97 *be allocated to part-time faculty. The motion was seconded and passed*  
98 *unanimously.*  
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#### 100 **B. Full-time Faculty Study**

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- District and college researchers will work on accumulating the necessary data.
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#### 104 **C. The Village**

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- Rather than 6 buildings comprising the village, there are now 16.
  - Landscaping is currently being undertaken; the walkways between buildings are in place; and stuccoing of the buildings are proceeding.
  - BGS will be evacuated at the end of the fall 2006 semester and faculty who currently have their offices in BGS will move into the village for the spring 2007 semester.
  - Lots 1 and 2 will be redone for parking.
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#### 114 **D. Indiana University BA in General Studies**

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- Indiana University School of Continuing Education has developed articulation agreements with various community colleges.
  - IU would like to conclude such an agreement with Saddleback College starting in the Spring of 2007.
  - After completing an AA degree, Saddleback College students who are accepted into IU would be able to complete an additional 30 units from Saddleback and would complete their remaining 30 units necessary to earn a BA from IU. This sets IU apart from other transfer institutions.
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### 125 **9. NEW BUSINESS**

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#### 127 **A. Faculty Hiring Prioritization Committee**

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- It was stressed that, as the voice of the faculty, the Academic Senate should put forward all positions that need to be filled.
  - It is likely that we will be able to hire only a few faculty members for 2007-2008.
  - Program Review is a crucial part of the faculty hiring process.
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134 *Loma Hopkins (CSSP) moved that each academic unit should submit the paperwork*  
135 *for the most critical position in that area with an additional ranked list of other*

136 *needed faculty positions; and that the Faculty Hiring Prioritization Committee be*  
137 *convened to rank the list of top positions. The motion was seconded and passed*  
138 *unanimously.*

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140 *Loma Hopkins (CSSP) moved that the Academic Senate strongly recommends that*  
141 *one of the positions to be hired be for a faculty member in Student Services. The*  
142 *motion was seconded and passed with one abstention.*

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144 **B. Board Policy and Administrative Regulations**

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  - BP 5505: Grade and Instructional Related Grievance currently is being
  - 147 revised.
  - Senators were urged to inform their divisions that faculty should keep clear,
  - 148 dated records of any difficulties that arise with a student, and share any
  - 149 concerns with their department chair or dean.

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152 **C. Update on District Technology**

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  - District IT is in the process of redeveloping MySite to allow users to customize
  - 155 their individual web pages.
  - My Academic Plan (MAP), a new system in the process of development, will
  - 156 enable students to receive a detailed plan as to what they need to do to meet their
  - 157 educational goals.
    - MAP currently is in testing with the design team, after which it will become
    - 158 available to counselors, and finally, to students.
    - The aim is to have MAP available for student use by the end of the fall 2006
    - 159 semester.
  - Faculty input in working with prototypes as they are being developed was
  - 160 requested.

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163 **D. Review of Senate Structure – Ad Hoc Committee**

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  - President Cosgrove has asked Past Presidents Randy Anderson and Miki
  - 166 Mikolajczak to review the structure of the Academic Senate and recommend
  - 167 possible changes to the constitution and by-laws.
  - The most recent delineation of the roles and responsibilities of the Academic
  - 168 Senate needs to be incorporated into the constitution.
  - The committee will also consider the possible restructuring of the Senate officers
  - 169 in order to best accomplish the work of the Senate.

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176 **10. COMMITTEE REPORTS**

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178 **A. Executive**

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180 No report.

182 B. Senate Standing Committees

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184 No report

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186 C. College, Division & District Committees

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188 No report

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190 **11. DIVISION REPORTS**

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192 No report

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194 **12. CONSTITUENCY GROUP REPORTS**

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196 A. Faculty Association

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198 No report

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200 B. Student Government

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202 • The ASG Barbeque and Club Rush was held on September 6<sup>th</sup> in the Quad.

203 • The ASG is in the process of reviewing and adopting its budget.

204 • The first blood drive of the fall will be held on September 26<sup>th</sup>. Faculty were asked  
205 to inform their students about this event.

206 • A hot dog eating contest is being planned.

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208 C. Classified Staff

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210 No report

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212 **13. ADJOURNMENT** - The meeting was adjourned at 3:56 pm.

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215 **HANDOUTS DISTRIBUTED WITH AGENDA**

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217 1. Draft Minutes from the Academic Senate meetings of August 30, 2006..

218 2. Memos to the Senate for September 13, 2006 (Handout 6.1)

219 3. Faculty Reassigned Time Contract (Handout 6.C.1)

220 4. Standing Committee Approvals, September 13, 2006 (Handout 7.A.1)

221 5. Draft Board Policy 5505: Grade and Instructional Related Grievance (Handout 9.B.1)

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223 **KEYWORDS:**

224 District Planning Process Task Force

225 Reassigned Time Contract

226 National Science Foundation

227 Faculty Development Funding

228	Indiana University BA in General Studies
229	The Village
230	Faculty Hiring Prioritization Committee
231	Grade and Instructional Related Grievance
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