

1 **SADDLEBACK COLLEGE – ACADEMIC SENATE**

2
3 **MINUTES**

4
5 September 17, 2008
6 2:00 p.m. to 4:00 p.m.
7 AGB Conference Room – AGB 107

8
9 **1. CALL TO ORDER**

10
11 President Cosgrove called the meeting to order at 2:05 pm.

12
13 **2. INTRODUCE AND WELCOME GUESTS**

14
15 Morgan Barrows, Institutional Effectiveness Chair and Accreditation Chair

16
17 **3. ADOPTION OF AGENDA**

18
19 *Dan Walsh moved, it was seconded by Rich Potratz and was approved that the agenda be*
20 *adopted.*

21
22 **4. ADOPTION OF MINUTES FROM PREVIOUS MEETING**

23
24 *Jeanne Smith moved, it was seconded by Susan Nawa Raridon and affirmed that the*
25 *minutes from September 3 be approved.*

26
27 **5. PUBLIC COMMENTS**

28
29 Jeanne Smith pointed out that some identifying information was inappropriately included
30 on the Sabbatical Eligibility list that was recently distributed.

31
32 Miki Mikolajczak announced upcoming Transfer Center events.

33
34 Morgan Barrows shared information about the role that the Institutional Effectiveness
35 Committee has been designated to play in the process of developing a proposed Director
36 for Strategic Planning and Institutional Effectiveness.

37
38 **6. PRESIDENT’S REPORT**

39
40 A. Board Meetings/ District/ Chancellor

41
42 The memo that was distributed included notes on the following:

- 43
44 WASC Training
45 Proposal to move Communication Arts to ATEP
46 Emeritus Institute

47 Hiring Prioritization

48

49 **7. ADOPTION OF CONSENT CALENDAR ITEMS**

50

51 A. Approval of Faculty to Sit on Committees

52

53 *Carmen Dominguez moved, it was seconded by Jeanne Smith and passed that the*
54 *consent calendar items be adopted.*

55

56 **8. OLD BUSINESS**

57

58 A. Resolution for Department Chair Faculty – 1st reading

59

60 *Carmen Dominguez moved, it was seconded by Nancy Bessette and approved that*
61 *the following resolution be accepted.*

62

63 *Whereas curriculum and program development are the purview of the faculty and*
64 *Academic Senate,*

65

66 *Whereas § 53203 of Title 5 of the California Code of Regulations states that*
67 *where the governing board elects to rely upon the advice and judgment of the*
68 *academic senate, the recommendations of the senate will be accepted, and only in*
69 *exceptional circumstances and for compelling reasons will the recommendations*
70 *not be accepted,*

71

72 *Whereas the Saddleback College Department Chair Handbook states that*
73 *department chair duties and responsibilities include the following: Drafting a*
74 *schedule of classes each semester and summer for the department; recommending*
75 *staffing for all class sections in the department; recommending curriculum*
76 *development and revisions within the department; monitoring class enrollments*
77 *and making recommendations for closing or opening class sections in the*
78 *department,*

79

80 *Whereas SOCCCD Board Policy 2100.2, Role And Scope of Authority of the*
81 *Academic Senates, states “the academic senates assume primary responsibility*
82 *for making recommendations in the areas of curriculum and academic*
83 *standards”,*

84

85 *Whereas SOCCCD Board Policy 2100.1, Delegation of Authority to the Academic*
86 *Senate, states the Board of Trustees will rely primarily upon the advice and*
87 *counsel of the Academic Senate with regards to curriculum, including placing*
88 *courses within disciplines,*

89

90 *Whereas SOCCCD Board Policy 2100.1, Delegation of Authority to the Academic*
91 *Senate, states the Board of Trustees will rely primarily upon the advice and*

92 *counsel of the Academic Senate with regards to college governance structures, as*
93 *related to faculty roles,*

94
95 *Whereas the SOCCCD Academic Employee Master Agreement states each faculty*
96 *member shall “take responsibility for curriculum and program development,*
97 *updates, and technical/program reviews”,*

98
99 *Whereas the SOCCCD Academic Employee Master Agreement empowers the*
100 *Division Deans with the “Right of Assignment”, this right only pertains to the*
101 *faculty workload and is silent relative to the mode of delivery,*

102
103 *Whereas the Academic Senate recognizes that modes of instructional delivery (i.e.*
104 *lecture, small group discussions, or online instruction as limited examples) are*
105 *the purview of the full-time faculty in delivering student preparation and success,*
106

107 *Be it resolved the Deans implement the governance model used by the SOCCCD*
108 *Board of Trustees. [BP 2100.1] provides that the district will accept the*
109 *recommendations of the Academic Senate regarding academic and professional*
110 *matters, and, pursuant to CCR Title V, 53203(1), will normally accept “the*
111 *recommendations of the senate [...] and only in exceptional circumstances and*
112 *for compelling reasons will the recommendations not be accepted.”*

113 *Implementing this model, the Deans will accept the recommendations of the*
114 *department chairs and faculty relative to course offerings, including the mode of*
115 *instructional delivery.*

116
117 President Cosgrove directed the Senators to inform their divisions about this
118 resolution in order to gather faculty input.

119
120 **B. Accreditation**

121
122 Morgan Barrows reported that all courses now have SLOs written and pending
123 approval. The review of the SLOs and methods of assessment will be complete
124 by the end of the semester. All Program SLOs and AUOs have been completed
125 for 08-09 through column 3. Please submit your SLO forms to Shouka Torabi.
126 Institution-level SLOs are the next step and will be undertaken in 2009-10.

127
128 Carmen Dominguez thanked Bob Cosgrove for securing the resources necessary
129 to complete the reports on time. The committees will meet on September 19 to
130 edit the document and on September 26 to finalize the content. By consensus, the
131 Senators indicated support for including in the report the college perspective on
132 Bill Vega’s consultancy.

133
134 **9. NEW BUSINESS**

135
136 **A. Distance Education Classes for AA Degree**

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138 Claire Cesareo-Silva reported on developments in Distance Education. For the
139 purposes of articulation, any online course articulates just like any on site course.
140 The CSU articulation agreement, however, specifically states that online speech
141 courses will not be used to fulfill the communication requirement for transfer. So,
142 while BUS 102 DE can be used to complete the AA/AS, it is not transferable to
143 CSUs to fulfill any requirements. At this time, there are no articulation
144 statements from the UCs or the CSUs regarding online science labs, and David
145 Francisco has been asked to collect information from other colleges regarding
146 their policies and procedures.

147
148 The non-transfer, online AA was discussed.

149
150 B. Academic Calendar

151
152 President Cosgrove directed the Senators to inform their divisions about the
153 proposed calendar in order to gather faculty input.

154
155 The Senate will vote on this calendar at the next meeting.

156
157 C. Faculty Hiring Prioritization

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159 Postponed until the next meeting.

160
161 D. HSHSEI Assistant Dean

162
163 In 2001, the position of HSHSEI Assistant Dean/Director of Nursing was created
164 to support the growing program. Currently this position is not filled while
165 Tamera Rice serves as the Interim Dean for the department. The implications of
166 not filling this position were examined by the senate.

167
168 *Susan Nawa Raridon moved, it was seconded by Jeanne Smith and passed that the*
169 *Academic Senate support the immediate placement of an Acting Assistant*
170 *Dean/Director of Nursing in HSHSEI.*

171
172 **10. COMMITTEE REPORTS**

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174 A. Executive

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176 No report.

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178 B. Senate Standing Committee

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180 No report.

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182 C. College, Division & District Committee

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184 No report.

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186 **11. DIVISION REPORTS**

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188 **12. CONSTITUENCY GROUP REPORTS**

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190 A. Faculty Association

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192 No report.

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194 B. Student Government

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196 No report.

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198 C. Classified Staff

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200 No report.

201

202 **13. ADJOURNMENT – The meeting was adjourned at 4:00 p.m.**

203

204 **HANDOUTS DISTRIBUTED WITH AGENDA**

205 Agenda Item 6.A.1 Memo to the Senate for Sept. 17, 2008

206 Agenda Item 8.A.1 Draft of Resolution for Department Chair Faculty

207 Agenda Item 8.B.1 ACCJC Introduction to the Accreditation Standards

208 Agenda Item 9.B.1 SOCCCD Academic Calendar 2010-2011 Draft

209

210 **KEYWORDS**

211

212 Accreditation

213 Calendar

214 Distance Education

215 HSHSEI