

1 **SADDLEBACK COLLEGE – ACADEMIC SENATE**

2
3 **MINUTES**

4
5 October 15, 2008
6 2:00 p.m. to 4:00 p.m.
7 AGB Conference Room – AGB 107

8
9 **1. CALL TO ORDER**

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

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

14
15 **3. ADOPTION OF AGENDA**

16
17 *Dan Walsh moved, it was seconded by Carmen Dominguez and was approved that the*
18 *agenda be adopted with the following changes: pulled consent calendar; agenda items*
19 *arranged according to arrival of speakers rather than set schedule.*

20
21 **4. ADOPTION OF MINUTES FROM PREVIOUS MEETING**

22
23 *Carmen Dominguez moved, it was seconded by Jeanne Smith and affirmed that the*
24 *minutes from October 1 be approved.*

25
26 **5. PUBLIC COMMENTS**

27
28 Miki Mikolajczak announced Transfer Day. Applications are being accepted for the
29 CSUs, UCs, and USC.

30
31 Susan Nawa Raridon thanked the Academic Senate for its support during the decision
32 making process that resulted in an interim replacement for the Nursing Director/Assistant
33 Dean.

34
35 Cheryl Altman announced that the Saddleback Basic Skills Action Plan and Expenditure
36 Plan was completed and sent to the state. She distributed flyers announcing the Basic
37 Skills Committee’s efforts to provide support to faculty in all disciplines. On November
38 7, a luncheon has been scheduled by the Basic Skills Committee to bring together
39 department chairs and division deans for discussion of Basic Skills issues. Please contact
40 the Basic Skills Discipline Experts for assistance with addressing your students’ needs.

41
42 **6. PRESIDENT’S REPORT**

43
44 A. Board Meetings/ District/ Chancellor

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46 Morgan Barrows and Mary Williams were recognized for their service in
47 preparing the Accreditation Reports.

48

49 The memo that was distributed included notes on the following:

50

51 New Faculty Training
52 Program Review Chair
53 Foundation Gala
54 SLOs are Ongoing

55

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

57

58 **8. OLD BUSINESS**

59

60 A. Approval of Faculty to Sit on Committees

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62 *Jeanne Smith moved, it was seconded by Janet Bagwell and passed that the list of*
63 *Faculty to Sit on Committees be approved.*

64

65 B. HS Director of Nursing

66

67 Diane Pestolesi reported that the position of Director of Nursing/Assistant Dean is
68 going to the Board of Trustees for approval on October 16.

69

70 C. Hiring Prioritization Committee Recommendations

71

72 Carmen Dominguez distributed the recommendations of the Hiring Prioritization
73 Committee. Discussion followed. It was suggested that, in the future, the process
74 of hiring prioritization should be initiated in April to allow more time for
75 instructional units to prepare their documents.

76

77 *Dan Walsh moved, it was seconded by Susan Nawa Raridon and passed that the*
78 *Hiring Prioritization Committee Recommendations be approved.*

79

19 yea, 0 nay, 1 abstain

80

81 **9. NEW BUSINESS**

82

83 A. Bookstore Concerns

84

85 Audra DiPadova described the plans for launching an emergency fund to support
86 students who cannot afford to buy their text books. There is also a plan being
87 developed to use Student Development funds to purchase books for library
88 reserve. Rules and policies for the allotment of these funds are being written.

89

90 Discussion followed. Representatives from Follett Management Group reminded
91 faculty that older editions of text books are often available from alternative

92 sources after the publisher is no longer distributing them. Early book adoption
93 gives the bookstore time to source used books to fill the orders. Also, a book that
94 has been adopted for the upcoming semester will be bought back from students on
95 campus for 50% of its price. These tips can help faculty make decisions that lead
96 to lower costs for students.

97

98 B. Planning for 6 year Accreditation Self Study

99

100 LHE is being arranged for compensation for Accreditation chairs and stipends
101 will be available for committee members. The report must be completed by
102 August 2010, in advance of the visit that fall. If you are interested in serving on
103 any part of the Self Study Committee, please contact Bob Cosgrove.

104

105 C. Marketing Committee

106

107 Jennie McCue reported to the Senate that a marketing consultant has been hired
108 by the district. The college decided to implement the following projects with this
109 consultant: Community Needs Assessment Phone Survey (800 households) and
110 Student Gap Survey (online survey of new registrants). Senators were
111 encouraged to review the items on the Gap Survey with their divisions and send
112 comments or suggestions to Jennie McCue.

113

114 **10. COMMITTEE REPORTS**

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116 A. Executive

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118 No report.

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120 B. Senate Standing Committee

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122 No report.

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124 C. College, Division & District Committee

125

126 No report.

127

128 **11. DIVISION REPORTS**

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130 **12. CONSTITUENCY GROUP REPORTS**

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132 A. Faculty Association

133

134 No report.

135

136 B. Student Government

137

138 No report.

139

140 C. Classified Staff

141

142 No report.

143

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

145

146 HANDOUTS DISTRIBUTED WITH AGENDA

147 Agenda Item 6.A.1 Memo to the Senate for October 15, 2008\

148 Agenda Item 8.A.1 Approval of faculty to sit on the following committees

149 Agenda Item 8.C.1 Faculty Hiring Prioritization Committee Ranked list of Faculty
150 Positions

151 Agenda Item 9.A.1 Strategic Plan for Reducing the High Cost of Textbooks

152 Agenda Item 9.C.1 Student Gap Study

153

154 **KEYWORDS**

155

156 Accreditation

157 Bookstore

158 Faculty Hiring Prioritization

159 Marketing

160 Nursing Director/Assistant Dean