

1 **SADDLEBACK COLLEGE – ACADEMIC SENATE**

2
3 **MINUTES**

4
5 January 21, 2009
6 2:00 p.m. to 4:00 p.m.
7 AGB Conference Room – AGB 107

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9 **1. CALL TO ORDER**

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11 The meeting was called to order at 2:00 pm.

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13 **2. INTRODUCE AND WELCOME GUESTS**

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15 Bob Bramucci, Vice Chancellor, Technology & Learning Services
16 Rajen Vurdien, Vice President of Instruction
17 Patti Flanigan, Dean of Social and Behavioral Sciences

18
19 **3. ADOPTION OF AGENDA**

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21 *Rich Potratz moved, it was seconded by Jeanne Smith, and approved that the agenda be*
22 *adopted with the following revisions: move agenda item 9A to accommodate Bob*
23 *Bramucci's schedule.*

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25 **4. ADOPTION OF MINUTES FROM PREVIOUS MEETING**

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27 *Sumaya McCleave moved, it was seconded by Carol Ziehm and affirmed that the minutes*
28 *from January 7 be approved.*

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30 **5. PUBLIC COMMENTS**

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32 Miki Mikolajczak announced that Cal State Fullerton will stop accepting new
33 applications for upper division transfer students on January 23. Students who have
34 already applied must send their fall 2008 transcripts as soon as possible.

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36 **6. PRESIDENT'S REPORT**

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38 A. Board Meetings/ District/ Chancellor

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40 The memo that was distributed to the Senators included notes on the following:

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42 Smoke free campus
43 Delegation of Authority
44 Enrollment rates
45 Academic Senate Workshop on Accreditation
46 Area D Meeting at Orange Coast College on Mar 28

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7. ADOPTION OF CONSENT CALENDAR ITEMS

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

The list of Faculty to Sit on Committees was approved with the addition of Tony Teng as Chair for Accreditation Standard 2.

B. 40th Fall Session Resolutions Approved at the Fall 2008 Plenary Session

The list of Resolutions was distributed to the Senators.

C. Faculty Chairs Needed for Curriculum, In-Service/Flex, IE/EPA, Honors Co-Chair, Standard I & II Chairs, BSI Co-Chairs, Possible Accreditation Steering Committee Chair

Bob Jacobsen will be the Curriculum and GE Chair this semester. Diane Pestolesi and Tony Teng will chair Accreditation Standards I and II, respectively. All other positions listed are still vacant. Senators were encouraged to find faculty who are interested to serve in these positions.

D. Strategic Planning – College Wide Meeting January, 28th 2pm to 5pm SSC 212

The report from the PBC Strategic Planning Retreat held on Dec 12, 2008 was distributed to the Senators.

E. Accreditation/Survey – Review Senate Committee Bylaws for Compliance as well as Senate Standing Committees’ Bylaws

The faculty survey being prepared to gather data for the Accreditation Report was distributed to Senators for review. Comments and questions will be welcome at the next meeting.

The Curriculum Committee Bylaws, last revised in 2002, are being revised in preparation for the Accreditation Report. The revisions to the Curriculum Committee Bylaws will be to bring them into compliance with Ed Code, Title 5 and SOCCCD Board Policy. All Senate Standing Committees’ bylaws will be reviewed for possible revision as part of preparing for Accreditation. The proposed revisions to the Curriculum Committee Bylaws were distributed to the Senators. The proposed changes were described and Senators should share this information with their divisions.

F. Senate Curriculum Committee (Brown Act – Cure and Correct)

93 Curriculum Committee agenda item #3 was discussed and acted upon out of order
94 at the January 7 curriculum meeting. The process of curing and correcting the
95 error is underway.
96

97 **9. NEW BUSINESS**
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99 A. District IT Support of Student/Faculty Services
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101 Bob Bramucci, Vice Chancellor, Technology and Learning Services, explained
102 the causes and prognosis for the IT problem that severely affected enrollment
103 processes in the past several weeks. The problem was identified as a bug in
104 Microsoft and the District is considering some techniques for dealing with this
105 and other IT problems in the long run. Under consideration are: emergency alert
106 software, increased load capacity and load testing, and retaining an emergency IT
107 response team.
108

109 Discussion followed.
110

111 B. Senate Elections – March 13th (Campus Vote Subscription Ends)
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113 Because the contract for electronic voting for the Senate Elections will end on
114 March 13th, the election will begin in late February. The Senate Elections
115 committee has been formed and candidates are being identified.
116

117 C. 2009 Spring Session – April 16 to 18, 2009 SFO Westin, Milbrae, CA
118

119 Senate Executives will be attending the 2009 Spring Session from April 16-18.
120

121 D. Report on SC Curriculum to the BOT in February of Each Year (BP 6100)
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123 A report will be made to the BOT on SC Curriculum.
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125 **10. COMMITTEE REPORTS**
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127 A. Executive
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129 No report.
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131 B. Senate Standing Committee
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133 No report.
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135 C. College, Division & District Committee
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137 No report.
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139 **11. DIVISION REPORTS**

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141 **12. CONSTITUENCY GROUP REPORTS**

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143 A. Faculty Association

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145 No report.

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147 B. Student Government

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149 No report.

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151 C. Classified Staff

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153 No report.

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

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157 **HANDOUTS DISTRIBUTED WITH AGENDA**

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159 Agenda Item 4.A.1 Minutes from January 7, 2009

160 Agenda Item 6.A.1 Memo to the Senate for January 21, 2009 from the Senate President

161 Agenda Item 8.A.1 Approval of Faculty to Sit on the Following Committees

162 Agenda Item 8.B.1 40th Fall Session Resolutions Academic Senate for California

163 Community Colleges

164 Agenda Item 8.D.1 Report from the PBC Strategic Planning Retreat

165 Agenda Item 8.E.1 Employee Survey 2007

166 Agenda Item 8.E.2 Curriculum Committee By-Laws

167 Agenda Item 9.C.1 2009 Spring Plenary Session

168 Agenda Item 9.D.1 Board Policy 6100

169 Agenda Item 9.D.2 Curriculum Form 2009-2010

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171 **KEYWORDS**

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173 Accreditation

174 Curriculum Committee

175 District IT

176 Standing Committee Bylaws

177 Strategic Planning