

1 **SADDLEBACK COLLEGE – ACADEMIC SENATE**

2
3 **MINUTES**

4
5 April 22, 2009
6 2:00 p.m. to 4:00 p.m.
7 AGB Conference Room – AGB 107

8
9 **1. CALL TO ORDER**

10
11 The meeting was called to order at 2:00 pm.

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

14
15 Tamera Rice, Dean Health Sciences/Human Services
16 Rajen Vurdien, Vice President of Instruction

17
18 **3. ADOPTION OF AGENDA**

19
20 *Jeanne Smith moved, it was seconded by Janet Bagwell, and approved that the consent*
21 *calendar be pulled and the agenda be adopted with the following provision: that items be*
22 *discussed in the order that will accommodate guests' schedules and that item 9A be*
23 *postponed until the next meeting.*

24
25 **4. ADOPTION OF MINUTES FROM PREVIOUS MEETING**

26
27 *Jeanne Smith moved, it was seconded by Carol Ziehm and affirmed that the minutes from*
28 *April 7 be approved.*

29
30 **5. PUBLIC COMMENTS**

31
32 **6. PRESIDENT'S REPORT**

33
34 A. Board Meetings/ District/ Chancellor

35
36 The President's memo was distributed and items covered included:

- 37
38 Caps on growth
39 ATEP
40 Senate Elections
41 Student Government Elections
42 Honors Chairs
43 Strategic Planning
44 Accreditation
45 Fall In-Service
46

47 B. Curriculum Chair

48

49 The position of Curriculum Chair has not yet been filled for the 2009-2010
50 academic year. There will be 9LHE and 6LHE for the new curriculum chair as
51 well as summer time OSH. There is also a training session this July.

52

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

54

55 **8. OLD BUSINESS**

56

57 A. Approval of Faculty to Sit on Committees

58

59 *The list of Faculty to Sit on Committees was approved.*

60

61 B. General Education/Cultures in the United States

62

63 Ana Maria Cobos presented a list of the 23 courses that have already been
64 approved to meet the requirement as it has been revised. The new requirement
65 would go into effect in fall of 2010. Discussion followed the presentation.

66

67 *Carmen Dominguez moved that the revised definition of the General Education*
68 *requirement for Cultures in the United States should be approved, Jeanne Smith*
69 *seconded and the motion passed.*

70

71 Tally: 13 Yea, 6 Nay, 0 Abstain.

72

73 C. Department Chairs – Survey Draft

74

75 The draft will be reviewed by the researchers and then launched. The survey will
76 identify issues of importance to the department chairs.

77

78 D. By-Laws Changes: Standing Committee IE/Program Review/ EPA

79

80 *Miki Mikolajczak moved, it was seconded by Dan Walsh and approved that the*
81 *Institutional Effectiveness Committee be renamed the Educational Planning and*
82 *Assessment (EPA) Committee and that the EPA include the oversight of Program*
83 *Review.*

84

85 E. By-Laws Curriculum Attendance Policy

86

87 Anyone who is not in attendance at 3 consecutive meetings may be dropped from
88 the committee by the chair. An alternate should be designated in advance by each
89 representative.

90

91 F. Faculty Hiring Prioritization

92

93 By May 1, the justifications for new positions must be submitted. By May 6,
94 committee members from FA, BS and LA need to be identified for approval.
95

96 G. ATEP

97
98 The ATEP information meeting held on April 7 was discussed.
99

100 **9. NEW BUSINESS**

101
102 A. Basic Skills Initiative

103
104 Postponed until the next meeting.
105

106 B. Transfer Update

107
108 Miki Mikolajczak reported on the current status of the Transfer Center and
109 Transfer Program and outlined the minimum program standards for the Transfer
110 Center. The foremost need is improved facilities. The standing committee of the
111 Senate for Transfer met on April 3.
112

113 C. BP/AR's

114
115 A Board Policy on Energy and Sustainability has been developed for
116 consideration by the Senate. Initial discussion focused on the lack of provisions
117 for recycling and weakness in the face of cost concerns.
118

119 D. State Academic Senate Spring Plenary

120
121 Britnee Holmes, assistant to the Academic Senate, has been asked to present at
122 the next Senate Plenary in a session for classified support staff for local Senates.
123

124 President Cosgrove, Miki Mikolajczak, and April Cunningham reviewed the
125 information that they gathered at the Plenary.
126

127 **10. COMMITTEE REPORTS**

128
129 A. Executive

130
131 No report.
132

133 B. Senate Standing Committee

134
135 No report.
136

137 C. College, Division & District Committee

138

139 No report.

140

141 **11. DIVISION REPORTS**

142

143 **12. CONSTITUENCY GROUP REPORTS**

144

145 A. Faculty Association

146

147 No report.

148

149 B. Student Government

150

151 No report.

152

153 C. Classified Staff

154

155 No report.

156

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

158

159 **HANDOUTS DISTRIBUTED WITH AGENDA**

160 Agenda Item 4.A.1 Minutes from April 8, 2009

161 Agenda Item 6.A.1 Memo to the Senate for April 22, 2009

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

163 Agenda Item 8.B.1 General Education: Cultures in the United States

164 Agenda Item 8.C.1 Department Chair Survey: Draft

165 Agenda Item 9.B.1 Transfer Center Packet

166 Agenda Item 9.C.1 AR Energy and Sustainability draft, BP Sustainability

167

168

169 **KEYWORDS**

170

171 Accreditation

172 ATEP

173 Department Chairs

174 Faculty Hiring Prioritization

175 General Education

176 Institutional Effectiveness