SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES

April 8, 2009
2:00 p.m. to 4:00 p.m.
AGB Conference Room – AGB 107

1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

Lise Telson, VP Student Services
Lyly Bird, Bookstore Manager
Don Taylor, Dean of ATAS
Jo Ann Alford, Matriculation Coordinator

3. ADOPTION OF AGENDA

Jeanne Smith moved, it was seconded by Dan Walsh, and approved that the consent calendar be pulled and the agenda be adopted with the following provision: that items be discussed in the order that will accommodate guests' schedules.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Jeanne Smith moved, it was seconded by Rich Potratz and affirmed that the minutes from March 25 be approved.

5. PUBLIC COMMENTS

Miki Mikolajczak announced new follow-up workshops for entering high school students who are interested in transfer. Application workshops are being held for CSUs for spring 2010 and UCs for winter 2010. Workshops are also being held for high school seniors and their parents about the honors program and transfer. The transfer and graduation celebration will be held on the Thursday night before graduation.

6. PRESIDENT'S REPORT

A. Board Meetings/ District/ Chancellor

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

Growth
Climate Survey

Faculty Development Funding
Stipends and LHEs for summer and fall
Senate elections
Strategic Planning
Federal Stimulus Money
Hiring Prioritization
Seeking Curriculum Committee Chair

B. Information on Skills Awards

Don Taylor explained Skills Awards and the different ways that various colleges indicate students' completion, whether as a certificate, a line on transcripts, etc.

C. Summer Academic Senate Meetings

June 10, 2009
July 15, 2009

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.

B. Department Chairs – Survey Draft

Senators were advised to look over the survey and share it with their departments for comments. MiraCosta's example was distributed and briefly reviewed. Additional examples of other college policies and procedures will be sought and shared. Send concerns and suggestions to President Cosgrove so the survey can be launched before the end of the semester.

C. Board Policy on Sustainability & Faculty Reassigned Time and Stipends

The proposed policy on Faculty Reassigned Time and Stipends was discussed. The BP has been drafted and the AR is still being written. It will include calculations for the formula.

Dan Walsh moved to approve the proposed Board Policy on Faculty Reassigned Time and Stipends, Rich Potratz seconded, and the motion carried.

D. By-Laws Curriculum – Attendance Policy

Postponed until the next meeting.

9. NEW BUSINESS

A. SC Categorical Site Visit

Jo Ann Alford, Lise Telson

All Categorically funded programs, including EOPS, DSPS, CARE, CalWorks, and Matriculation, have completed their self study for the upcoming categorical site visit. This will be the accreditation for the categorical programs and recommendations for improvement may be received. A full report and the materials will be available in the Senate office. The report will also be posted on the website. The team visit will occur on April 30 and May 1. Academic Senate Executive members will meet with the team during their visit.

B. Area D Meeting

President Cosgrove and Dan Walsh reported on the Area D Meeting.

C. General Education/Cultures in the United States

Ana Maria Cobos, Claire Cesareo-Silva

Four years ago, the Cross Cultural Studies committee began this process by reviewing the cultural diversity graduation requirement and the courses that were fulfilling the requirement. They began looking at cultural diversity requirements at the UCs and the Cal States and determined that the appropriate model to suggest at Saddleback was a requirement focusing on cultures in the United States. The new definition of the requirement has been approved by GE and Curriculum. Many classes have been approved for the new requirement and additional classes are being revised or created to meet it. If approved by the Senate it will go into effect in fall 2010. The list of approved classes will be provided to the Senate before the vote to approve the new definition. Senators were asked to share the proposed requirement and the list with their divisions. It will be brought back for approval at the next meeting.

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

Claire Cesareo-Silva, IE and Program Review Chair, explained that the proposed changes to the by-laws will terminate the Program Review committee and will rename the IE committee to clarify the purpose by referring to it more accurately as Education Planning and Assessment. The EPA committee will focus on SLOs, AUOs and program review and administrative unit reviews, and will link with the curriculum process as has been the case with Institutional Effectiveness. The revised by-laws will be on the agenda at the next meeting for approval. Senators should share this information with their divisions.

E. Report from Accreditation Steering Committee

The process is moving forward.

F. ATEP

The District Goals 2008-09 Saddleback MidYear Report regarding Saddleback's response to ATEP planning was distributed.
After a brief recess, the Senate meeting reconvened at 3:30pm in BGS 356 for the District's presentation on ATEP.

10. COMMITTEE REPORTS

A. Executive

No report.

B. Senate Standing Committee

No report.

C. College, Division & District Committee

No report.

11. DIVISION REPORTS

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

No report.

B. Student Government

No report.

C. Classified Staff

No report.

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

HANDOUTS DISTRIBUTED WITH AGENDA
Agenda Item 4.A.1 Minutes from March 25, 2009

Agenda Item 6.A.1 Memo to the Senate for April 8, 2009
Agenda Item 8.A.1 Approval of Faculty to Sit on the Following Committees
Agenda Item 8.B.1 Department Chair Survey Draft 3/30/09
Agenda Item 8.C.1 BP Faculty Reassigned Time and Stipends Draft, AR Faculty Reassigned Time and Stipends Draft, BP Sustainability Draft, AR Energy and Sustainability Draft
Agenda Item 9.C.1 General Education: Cultures in the United States
Agenda Item 9.F.1 ATEP Phase 3A Concept Plan

KEYWORDS

Accreditation
ATEP
Department Chairs
General Education
Institutional Effectiveness
Reassigned Time