

1 **SADDLEBACK COLLEGE – ACADEMIC SENATE**

2  
3 **MINUTES**

4  
5 September 28, 2011  
6 2:00 p.m. to 4:00 p.m.  
7 AGB Conference Room – AGB 106  
8

9	<b>Senate Officers:</b>	47	<b>Health Science</b>	(3)
10	Dan Walsh, President:	Present	48 Linda Call	Present
11	Kim Stankovich, Vice President:	Present	49 Pat McGinley	Present
12	Bob Cosgrove, President Elect:	Present	50 Diane Pestolesi	Absent
13	Alannah Rosenberg, Past President:	Present	51	
14	Bruce Gilman, Secretary:	Present	52 <b>Kinesiology &amp; Athletics</b>	(2)
15			53 Brandee Craig (spring)	Absent
16	<b>Senators:</b>	54	Karen Jacobsen	Present
17	<b>Advanced Tech &amp; Applied Science</b>	(2)	55 Nick Trani (fall)	Present
18	Suzanne Hewitt	Present	56	
19	Arlene Thomas	Present	57 <b>Learning Resources</b>	(1)
20			58 April Cunningham (fall)	Present
21	<b>Business Science</b>	(2)	59 Elizabeth Horan (alt) (spring)	Absent
22	Don Bowman	Present	60	
23	Tony Teng	Present	61 <b>Liberal Arts</b>	(4)
24			62 Roni Lebauer	Present
25	<b>Counseling Services</b>	(3)	63 Gary Luke	Present
26	Kim d'Arcy	Present	64 Josh Pryor	Present
27	Georgina Guy	Absent	65 Carol Ziehm	Present
28			66	
29	<b>Emeritus Institute</b>	(1)	67 <b>Math, Science &amp; Engineering</b>	(4)
30	Brad McReynolds (spring)	Absent	68 Jane Horlings (fall)	Present
31	Larissa Roostee (fall)	Absent	69 Sumaya McCleave	Present
32			70 Jeanne Smith	Present
33	<b>Fine Arts</b>	(2)	71 Karla Westphal (spring)	Absent
34	Heidi Ochoa	Present	72	
35			73 <b>Social and Behavioral Sciences</b>	(3)
36			74 Howard Gensler	Present
37			75 Cristina Russell	Present
38			76 Maureen Smith	Present
39				
40	<b>Shared Governance Group Representative</b>			
41	Marlene Sais, Classified Senate	Present		
42	Austin De Soto, ASG	Present		
43				
44	<b>Visitors and Other Guests</b>			
45	Allison Camelot, SBS			
46	Matt Hunt, LA			

77 **1. CALL TO ORDER**

78

79 The meeting was called to order at 2:02 p.m.

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81 **2. INTRODUCE AND WELCOME GUESTS**

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83 Matt Hunt from English and Allison Camelot from Social Sciences were introduced.

84

85 **3. ADOPTION OF AGENDA**

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87 *Don Bowman moved, it was seconded by Carol Ziehm, and was approved that the agenda*

88 *be adopted.*

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

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92 *Jeanne Smith moved, it was seconded by Heidi Ochoa, and affirmed that the minutes*

93 *from September 14, 2011 be approved.*

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95 **5. PUBLIC COMMENTS**

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97 Matt Hunt requested that the Senate inquire about the administrative process responsible

98 for the recent adoption of the Summer 2012 academic calendar.

99

100 **6. PRESIDENT'S REPORT**

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102 A. Board Meetings/ District/ Chancellor

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104 Summer school 2012 will feature one 8-week session with an imbedded 6-week

105 term.

106

107 The Saddleback administration has moved to prevent instructors from teaching

108 their full load as online instruction.

109

110 An administrative regulation is being created to address honorary degrees.

111

112 Senators are encouraged to report to their divisions/departments concerning

113 governance matters.

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

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117 *Jeanne Smith moved, it was seconded by Gary Luke, and was approved by voice*

118 *vote that New Faculty Hire items be adopted to the calendar.*

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120

120 **A. New Faculty Hires**

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*Maureen Smith moved, it was seconded by Carol Ziehm, and passed by voice vote*

122 *that the Full-Time Faculty Hiring Prioritization Committee reconvene to*  
123 *reconsider its rankings due to procedural inconsistencies. A friendly amendment,*  
124 *moved by Alannah Rosenberg, seconded by Bob Cosgrove, and passed by voice*  
125 *vote, recommended no further presentations before the committee.*  
126

## 127 **8. OLD BUSINESS**

### 128 **A. Approval of Faculty to Sit on Committees**

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130 *Jeanne Smith moved, it was seconded by Carol Ziehm, and passed by voice vote*  
131 *that the amended list of faculty to sit on Committees be approved.*  
132

### 133 **B. District-Wide Function Map**

#### 134 **District Wide Planning and Decision Making Manual**

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136 Dr. Debra Fitzsimons presented the newly revised District-Wide Function Map.  
137 Feedback may be sent to Claire Cesareo-Silva. Comments and approval will be  
138 solicited at the next Senate meeting.  
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### 140 **C. Faculty Replacement Positions**

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142 The current list of faculty replacement positions, adopted in Spring 2011,  
143 will be forwarded to the Board of Trustees in October.  
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### 145 **D. Accreditation**

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147 Bob Cosgrove reported that the current accreditation report was presented to the  
148 Board of Trustees on September 26, 2011 and approved. The midterm  
149 accreditation process will begin in Spring 2012. The Accreditation Steering  
150 Committee will consider ways to encourage faculty participation in the process.  
151

### 152 **E. Program Review Process**

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154 Claire Cesareo-Silva and Heidi Ochoa reported that the new Program Review  
155 Process will feature a 2-year cycle with no annual updates. The new process is  
156 intended to reduce workload for departmental writers and to align departmental  
157 programs with Saddleback academic goals.  
158

159 *Bob Cosgrove moved, it was seconded by Suzanne Hewitt, and passed by voice*  
160 *vote that the Program Review Process be approved.*  
161

### 162 **F. Board Policies and Administrative Regulations**

#### 163 **AR 4306 – Calendar Preparation**

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166 *Carol Ziehm moved, it was seconded by Cristina Russell, and passed by voice*  
167 *vote that District language be replaced with Saddleback College language.*

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**AR 6125 – Field Trips and Field Study Courses**

*Jeanne Smith moved moved, it was seconded by Gary Luke, and passed by voice vote that Saddleback College language and a substitute paragraph be added.*

**9. NEW BUSINESS**

**A. Faculty Tenure Review**

Claire Cesareo-Silva reminded the Senate that while Deans appoint Tenure Review Committees, they must consult with department chairs about membership. California Education Code reinforces the principle that Academic Senates should approve committee appointments.

**B. Board Policies and Administrative Regulations**

**AR 3110 – Basic Aid Allocation Process**

Carol Hilton presented the new administrative regulation which articulates a restructured process for Basic Aid allocation. The regulation will be discussed at the next Senate meeting.

**C. Committee Report on Faculty Right to Grade:  
The Case of Academic Dishonesty**

Howard Gensler presented a legal memo concerning academic dishonesty and faculty grading policy.

*Jeanne Smith moved, it was seconded by Gary Luke, and passed by voice vote that the Senate accept the report for further consideration.*

**D. Academic Calendar 2013-2014**

Jenny Langrell presented a draft of the calendar for academic year 2013-14.

**10. COMMITTEE REPORTS**

**A. Executive**

No report.

**B. Senate Standing Committees**

No report.

214 C. College, Division & District Committees

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216 No report.

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218 **11. REPRESENTATIONAL AREA REPORTS**

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220 The Transfer Center reminded faculty of upcoming college tours, UC personal  
221 statement counseling sessions, and important transfer dates.

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223 **12. CONSTITUENCY GROUP REPORTS**

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225 A. Faculty Association

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227 No report.

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229 B. Student Government

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231 A successful Blood Drive concluded on September 28; a holiday Turkey Drive is  
232 planned.

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234 C. Classified Staff

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236 No report.

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238 **13. ADJOURNMENT**

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240 The meeting was adjourned at 4:02 p.m.

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242 **HANDOUTS DISTRIBUTED WITH AGENDA**

243 Agenda Item 4.A Minutes from September 28, 2011

244 Agenda Item 6.A President's Report

245 Agenda Item 8.A Approval of Faculty to Sit on Committees

246 Agenda Item 8.C Faculty Replacement Positions 2011-2012

247 Agenda Item 8.F.1 AR4306 Calendar Preparation (Academic Senate DRAFT)

248 Agenda Item 8.F.2 AR6125 Field Trips and Field Study Courses (proposed changes)

249 Agenda Item 9.B AR3110 Basic Aid Allocation Process (DRAFT)

250 Agenda Item 9.C Committee Report on Faculty Right to Grade: The Case of Academic  
251 Dishonesty submitted by Howard Gensler

252 Agenda Item 9.D Academic Calendar 2013-2013 (Saddleback College DRAFT)

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254 **KEYWORDS**

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