SADDLEBACK COLLEGE – ACADEMIC SENATE MINUTES

July 31, 2013
2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

Senate Officers:
1. Dan Walsh, President, Present
2. Kim d’Arcy, Psy.D., Vice President, Present
3. Kimberly Stankovich, Vice President, Present
4. Bruce Gilman, Ph.D., President Elect, Present
5. Bob Cosgrove, Ph.D., Past President, Present
6. Blake Stephens, AIA, Secretary, Present

Senators:
7. Advanced Tech & Applied Science (2)
   - Suzanne Hewitt, Absent
   - Arlene Thomas, Absent

8. Associate Faculty (4)
   - Bruno Passarelli, MSE, Absent
   - Don Bowman, Present
   - Rebecca Knapp, Absent

9. Business Science and Econ & Wkfc Dev (2)
   - Steve Teh (Spring), Absent

10. Counseling Services (2)
    - Pam Barr, Absent
    - Mike Engels, Absent

11. Emeritus Institute (1)
    - Brad McReynolds (Spring), Absent

12. Fine Arts & Media Technology (3)
    - Scott Farthing (Fall), Absent
    - Tom O’Leary (Spring), Absent
    - Stephen Robertson, Absent

13. Health Sciences & Human Services (3)
    - Norm Weston, Absent

14. Kinesiology & Athletics (2)
    - Brandee Craig (Fall), Absent
    - Karen Jacobsen

15. Liberal Arts (4)
    - Michelle Duffy, Absent
    - Roni Lebauer, Absent
    - Gary Luke, Absent

    - Jane Horlings (Fall), Absent
    - Kia Shafe (Fall), Absent
    - Jeanne Smith, Absent

17. Online Educat & Learning Resources (1)
    - Ana Maria Cobos (Fall), Absent

18. Social and Behavioral Sciences (3)
    - Howard Gensler, Absent
    - Maureen Smith, Absent

19. Transfer, Career & Special Programs (1)
    - Georgina Guy, Present

20. Shared Governance Group Representative
    - Marlene Sais, Classified Senate, Present

21. Visitors and Other Guests
    - Chelsea Goossens, ASG, Absent
    - Eric Bremen, ASG, Absent
    - No guests were present
1. CALL TO ORDER

The meeting was called to order at 2:01 pm.

2. INTRODUCE AND WELCOME GUESTS

No guests were present.

3. ADOPTION OF AGENDA

Don Bowman moved, it was seconded by Kim d’Arcy, and was approved that the agenda be adopted.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Blake Stephens moved, it was seconded by Kim d’Arcy, and affirmed that the minutes from July 3, 2013 be approved.

5. PUBLIC COMMENTS

None

6. PRESIDENT’S REPORT

A. Board Meetings/ District/ Chancellor:

Anthony Teng was appointed Interim Dean of Business Science and Economic & Workforce Development Division.

7. ADOPTION OF CONSENT CALENDAR ITEMS

No items were presented for the consent calendar.

8. OLD BUSINESS

A. Previous approval of Faculty to Sit on Committees was discussed.

Claire Cesareo-Silva was proposed to act as Chair of Committee on Committees for the Academic Senate.

Bob Cosgrove moved, it was seconded by Don Bowman and affirmed that Claire Cesareo-Silva be appointed as chair.
B. Accreditation

Bob Cosgrove reported that the Mid-term Accreditation Report Committee will be meeting on August 1, 2013 to review the final draft of the report.

No Motion

C. Curriculum

The August 2, 2013 meeting has been cancelled.

No Motion

D. Board policies and Administrative Regulations

No Motion

E. Senate and Curriculum Office Space

An updated plan was attached for review. A discussion of the unrelated duties of the Academic Senate support staff and the Curriculum staff needed to be separated for efficiency, and that there was insufficient space in AGB 124 for proposed uses.

Blake Stephens moved, it was seconded by Georgina Guy and affirmed that the Academic Senate support staff be returned to AGB 122, that the Academic Senate be returned to AGB 121, that the Director of Res. Planning and Accreditation be moved to AGB 115, that the Administration Assistant to VPAS be moved to PIO, and that the PIO be moved to AGB 108. The proposed new conference room in AGB 108 would be eliminated. See the attached AGB plan for affected rooms.

F. Academic Senate Student Success Committee Recommendations

Bruce Gilman provided updated information for review. President Burnett will present the final draft to the Consultation Council on August 30, 2013 for approval. The next step will be implementation during Spring Semester 2014. Georgina Guy asked about compensation for faculty and staff related to time spent on implementation, and Bruce Gilman said that compensation had been struck from the recommendations at this point; President Burnett would be deciding on the compensation issue.

No Motion

9. NEW BUSINESS

A. Academic Senate meeting dates for 2013-2014 were presented by Dan Walsh. See attached schedule.
Blake Stephens moved, it was seconded by Don Bowman and affirmed that the schedule for Academic Senate meeting dates for 2013-2014 be adopted.

B. FLS English Proficiency Agreement
Dan Walsh provided updated information for review. A Task Force made up of members from both IVC and SB will be created to review the method of admitting foreign students.

No Motion

C. Emergency Planning
The new SC Chief of police is pursuing training for faculty and classified staff for emergency situations.

No Motion

D. Committees
Dan Walsh and Jeanise Bartiromo are preparing a list of Academic Senate Committees and will link them to a Share Point Site. Divisions will be asked to appoint committee members.

No Motion

E. New Full-Time Faculty Hiring
The deadline for submittals for new Full Time Faculty hiring is August 16, 2013.

F. Web Page Update
Bob Cosgrove commended the college for acting on his suggestion and quickly updating the webpage after information about the fire on campus had become irrelevant.

10. COMMITTEE REPORTS
A. Executive
Kimberly Stankovich reported that she is working on an In-service Week Flex-Program presentation to new faculty to familiarize them about the workings of the Academic Senate. President Burnett, college VP’s and campus leaders would be invited to address new faculty members at this presentation.

On Wednesday of In-service Week from 10 am to 1 pm there will be a Flex-Program
Presentation update on Strategic Planning.

B. Senate Standing Committee

No report.

C. College, Division & District Committee

No report.

11. DIVISION REPORTS

No report.

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 3:20 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 4.A Minutes from July 3, 2013
Agenda Item 8.A Approval of Faculty to Sit on Committees
Agenda Item 9.A Academic Senate Meeting Dates 2013-2014 DRAFT
Agenda Item 9.B FLS English Proficiency Agreement with Saddleback College memo
Agenda Item 9.B.1 UPP Two-Year Schools chart
Agenda Item 9.B.2 English Proficiency Agreement between FLS International and Saddleback College
Agenda Item 9.C Minimum Class Size/Enrollment Management, Fall 2013 (email)

KEYWORDS