SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES

February 10, 2016
2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

Senate Officers:
Blake Stephens, AIA, President        Present
Charlie Myers, Vice President         Present
Veronica Obermeyer, Vice President    Present
Kim d’Arcy, Psy.D., President Elect    Present
Dan Walsh, Past President             Present
Ken Brady, Ph.D., Secretary           Present
Ken Brady, Ph.D., Secretary           Present
Jennifer Hedgecock                    Absent

Senators:
Advanced Tech & Applied Science       (2)
Lem Chin                               Present
Arlene Thomas                          Present

Associate Faculty                     (4)

Economic & Workforce Development and Business Science (2)
Don Bowman                             Present
Scott Fredrickson                      Present

Counseling Services                   (2)
Sharon Nussenbaum                      Present
Penny Skaff                            Present

Community Ed, Emeritus Inst & K-12 (1)
Lesley Lowe                            Present

Fine Arts & Media Technology           (3)
Ryan Even                              Absent
Tom O’Leary                            Absent
Kim Stankovich                         Present

Health Sciences & Human Services       (3)
Kim Branch-Stewart                     Absent
Jodi Caggiano                          Present
Carrie Danko                           Present

Kinesiology & Athletics                (2)
Deidre Cavazzi                         Present
Lindsay Steinriede                     Present

Liberal Arts                           (4)
Michelle Duffy                         Present
Bruce Gilman                           Present
Jennifer Hedgecock                     Absent

Math, Science & Engineering            (4)
Evan Enright (Spring)                  Present
Sumaya McCleave                        Present
Jim Repka                              Present
Jeanne Smith                           Present
Jacob Tracy (Fall)                     ------

Online Educat & Learning Resources     (1)
Ana Maria Cobos                        Present

Social and Behavioral Sciences         (3)
Brenda Plascencia-Carrizosa            Present
Erica Vogel                            Present

Transfer, Career & Special Programs    (1)
Ann Marie Breslin                      Present

Shared Governance Group Representative
Paul Bonkowski, Classified Senate      Absent
Darren England, Classified Senate      Present
Ishav Singh, ASG                       Absent

Visitors and Other Guests
Kathy Werle; Juan Avalos; Bob Cosgrove;
Mike Betzler; Marina Aminy; Don Rickner;
Estella Castillo-Garrison; Roni Lebauer;
Marie Ingram (LRC Intern)
1. **CALL TO ORDER**

The meeting was called to order at 2:03 pm.

2. **INTRODUCE AND WELCOME GUESTS**

Kathy Werle; Juan Avalos; Bob Cosgrove; Mike Betzler; Marina Aminy; Don Rickner; Estella Castillo-Garrison; Roni Lebauer; Marie Ingram (LRC Intern)

3. **ADOPTION OF AGENDA**

Dan Walsh moved to adopt the agenda. Don Bowman seconded the motion.

The Academic Senate approved the adoption of the agenda unanimously.

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

Dan Walsh moved to adopt the minutes from the previous meeting. Ana Maria Cobos seconded the motion.

The Academic Senate approved the adoption of the minutes from the previous meeting unanimously.

5. **PUBLIC COMMENTS**

Bruce Gilman announced that there are only 300 of the 5,000 books ordered for the One Book One College program. Bruce Gilman also reminded everyone that the Academic Senate members that the OB1C program’s Movie Wednesday this afternoon is showing *Restrepo* at 4:00 pm in BGS 254.

Ana Maria Cobos announced that the second movie in the Latino Americans: 500 Years of History series will be presented on Wednesday, February 17, 2016 from 7:00 – 9:00 pm in HS 145. Lisa Alvarez will hostess this event, “Building America, Civil Rights and Diversity,” and Dr. Marisela Chavez of California State University, Dominguez Hills will make a presentation following the movie. All are welcome.

6. **PRESIDENT’S REPORT**

See notes.

7. **ADOPTION OF CONSENT CALENDAR ITEMS**

Ana Maria Cobos moved to adopt the consent calendar items. Dan Walsh seconded the motion
The Academic Senate voted to approve the adoption of the consent calendar items unanimously.

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

Dan Walsh moved to approve the changes to the faculty to sit on committees.
Ana Maria Cobos seconded the motion.

The Academic Senate approved the changes to the faculty to sit on committees unanimously.

B. Accreditation Update

Bob Cosgrove announced the following appointments:

Ken Brady – Co-Chair of Standard I
Clair Cesareo – Content Writer
Amanda Ruud – Overview Editor

Bob Cosgrove also announced that the spring semester is focused on drafting the Saddleback College Self-Evaluation. And to this end, Ken Brady and Diane Pestolesi have been gathering the self-evaluations of eleven colleges which either have already gone through the new self-evaluation process or are currently going through the new self-evaluation process.

C. Enrollment Management Plan

Kathy Werle explained that the proposed Enrollment Management Plan had been inadvertently left off the Academic Senate Agenda for this meeting; therefore, it would be on the agenda for the Academic Senate February 24, 2016 meeting for a vote for approval. Because of this, Kathy Werle urged all Academic Senate members to review the proposed Enrollment Management Plan and submit any comments, questions, or concerns to her at the earliest convenience by then.

Kathy Werle also announced that Saddleback College was currently 104 FTES ahead of this time last year.

Kathy Werle stated that, among other marketing plans, we will be piloting this summer and fall semester’s Saddleback College printed schedule to be mailed to targeted zip codes.
Kathy Werle also reported that the Block Schedule Work Group met last Wednesday in the President’s Conference Room from 3:00 pm to 4:00 pm to work on refining the current Block Schedule for Fall 2016. The work group will begin work on the Spring 2017 Block Schedule on February 17 at 3:00 pm in AGB 106, with a follow-up meeting on March 2, same time and location.

D. Emergency Preparedness

Lieutenant Michael Betzler presented the Academic Senate members with an overview of Saddleback College’s new Access Control System which will be launched in the ATAS Swing Space for Automation and in the new Science Building simultaneously.

Lieutenant Betzler also announced that the BGS Building now has new key boxes inside the classrooms. Lieutenant Betzler took the time to explain their functions and how to open them and use the keys stored inside them.

Lieutenant Betzler reported that the Saddleback College Emergency Preparedness work group is moving forward on its goal of the procurement and utilization of a key card system college-wide.

A question/answer session followed each point Lieutenant Betzler made.

E. LMS Work Group Update – Overview of OEI and Exchange

Interim Dean Marina Aminy presented an overview to the Academic Senate in which she explained both what the Online Education Initiative (OEI) is and what the Exchange is and what Saddleback College is currently doing in this regard. As part of her overview, Marina Aminy explained the different way by which Saddleback College may participate in the OEI:

1. Use the various resources and services available for all colleges
2. Use the resources AND Canvas as a free, universal LMS
   - Canvas is free to first 90 adopters, through 2019.
   - After 2019, based on FTES, may cost us about $0-51,000
3. Use the resources AND Canvas AND participate in the Exchange
4. Do none of these and decline it all.

9. NEW BUSINESS

A. Adult Education Coordination/ESL Instructor Position (Categorical)

Estella Castillo-Garrison presented the Academic Senate with an update on the “State of ESL” in the Adult Education Center and in Saddleback College. Estella Castillo-Garrison announced that the Adult Education Center is taking over the
Capistrano Unified School District’s (CUSD) Adult Education ESL program. This additional enlargement of the Saddleback College Adult Education program has produced a need for an additional ESL Coordinator who would work 80 percent in the Adult Education ESL program and 20 percent in the Saddleback College ESL Department as an associate instructor. This would be a three-year non-tenure position (for now) and the funding would come from a combination of Student Success Services Program (SSSP) and from AB 104 monies.

Discussion ensued.

Leslie Lowe moved that the Academic Senate approve the Adult Education School’s ESL Coordinator/Instructor position as a three-year categorically funded position. Kim Stankovich seconded the motion.

The Academic Senate voted to approve the Adult Education School’s ESL Coordinator/Instructor position as a three-year categorically funded position unanimously.

B. Saddleback College Sixteenth Annual Gala

Don Rickner announced to the Saddleback College Academic Senate that the sixteenth annual Saddleback College Foundation Gala will be held on Saturday, March 12, 2016 at the Laguna Cliffs Marriott Resort and Spa in Dana Point, California. The gala event will open at 6:00 pm with a no-host cocktail and silent auction hour. The main dinner, entertainment, live auction, and gaming will follow at 7:00 pm. Don Rickner announced to the Academic Senate that any Saddleback College faculty or staff who wish to attend will receive a ‘hometown’ discount on single tickets as well as on sponsored tables. Attendees will spend the evening comfortably dressed in cocktail attire. Don Rickner requested that anyone interested in attending please RSVP by Friday, March 4, 2016 to the Saddleback College Foundation Office.

C. Board Policies and Administrative Regulations

Dan Walsh gave the Saddleback College a heads up on a revised Board Policy on calendars coming to the South Orange County Community College District (SOCCCD) Board of Trustees soon. Changes include allowing two calendars (one for IVC and one for SC) and Cesar Chavez Holiday.

Dan Walsh also brought up concern over the proposed Board Policies and Administrative Regulations covering service areas. Dan Walsh explained that current boundaries are arbitrary and need to be analyzed prior to moving forward with the Board Policy.
10. COMMITTEE REPORTS

A. Executive

No report.

B. Senate Standing Committee

Kim Stankovich reminded the Academic Senate that all proposed new courses and revised courses are due to the Curriculum Committee by Tuesday, February 16, 2016.

C. College, Division & District Committee

No report.

11. REPRESENTATIONAL AREA REPORTS

Don Bowman announced the launching of the Faculty in Industry and Business Externships. These externships are available to all full time faculty members currently teaching in a CTE program, or who support student completion of a CTE program. General Education faculty, counselors, and librarians are invited to apply for a stipended externship. If accepted into the program, the individual will work for a forty (40) hour period in a business or industry which requires skill representative of those taught by the instructor in his or her department. Applications are due by 5:00 pm on Saturday, March 9, 2016 in BGS 213. For further detail see the handout.

Penny Skaff announced the College-Wide Student Success Committee faculty opportunities for the 2016 spring semester. For details see the flyer.

Bruce Gilman reported that there is a real need for the District-Wide Planning Commission (DWPC) to include academic needs in their planning instead of just maintenance and facilities. To this end, there will be a workshop, “Understanding the Budget,” held on Thursday, February 25, 2016. Details will be coming shortly via email.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

No report.

B. Student Government

No report.
C. Classified Staff

Darren England introduced himself as the new Classified Senate Representative. He announced that the Classified Senate is moving from one (1) Vice President to two (2) Vice Presidents. He also announced that the Classified Staff professional development budget for this year has grown from $35,000.00 to $75,000.00.

13. ADJOURNMENT – The meeting was adjourned at 3:50 pm.

HANDOUTS DISTRIBUTED WITH AGENDA

- Agenda Item 4.A Minutes from January 27, 2016
- Agenda Item 6.A.1 Biomedical Illustration & Design Class flyer
- Agenda Item 8.A Approval of Faculty to Sit on Committees dated February 10, 2016
- Agenda Item 8.B Accreditation Steering Committee Meeting Notes, January 28, 2016
- Agenda Item 8.B.1 Accreditation Standard I Team Meeting Minutes, February 2, 2016
- Agenda Item 8.B.2 Accreditation Standard II Committee Minutes, February 8, 2016
- Agenda Item 8.B.3 Accreditation Standard III Committee Minutes, January 25, 2016
- Agenda Item 9.A Adult Education Coordination/ESL Instructor – Information Sheet
- College-wide Student Success Committee Spring 2016 Faculty Opportunities flyer

KEYWORDS