**SADDLEBACK COLLEGE – ACADEMIC SENATE**

**MINUTES**

February 11, 2015  
2:00 p.m. to 4:00 p.m.  
President’s Conference Room AGB 106

**Senate Officers:**  
Dan Walsh, President  
Kim d’Arcy, Psy.D., Vice President  
Charlie Myers, Vice President  
Blake Stephens, AIA, President Elect

**Present:**
- Dan Walsh  
- Kim d’Arcy  
- Charlie Myers  
- Blake Stephens

**Absent:**
- Ken Brady

**Senators:**  
Advanced Tech & Applied Science  
Suzanne Hewitt  
Arlene Thomas  
Associate Faculty  
Don Bowman  
Scott Fredrickson  
Counseling Services  
Sharon Nussenbaum  
Penny Skaff  
Emeritus Institute  
Larissa Roostee (Fall)

**Present:**
- Suzanne Hewitt  
- Arlene Thomas  
- Don Bowman  
- Scott Fredrickson

**Absent:**
- Ken Brady

**Business Science and Econ & Wkfc Dev**  
**Present:**
- 62

**Kinesiology & Athletics**  
Deidre Cavazzi  
Lindsay Steinriede  
**Present:**
- Deidre Cavazzi  
- Lindsay Steinriede

**Liberal Arts**  
Michelle Duffy  
Bruce Gilman  
Jennifer Hedgecock  
**Present:**
- Michelle Duffy  
- Bruce Gilman

**Math, Science & Engineering**  
Shannon Alfaro  
Sumaya McCleave  
Jeanne Smith  
Steve Teh  
**Present:**
- Shannon Alfaro  
- Sumaya McCleave

**Online Educat & Learning Resources**  
Ana Maria Cobos  
**Present:**
- Ana Maria Cobos

**Social and Behavioral Sciences**  
Howard Gensler  
June Millovich  
Christina Smith  
**Present:**
- Howard Gensler  
- June Millovich

**Transfer, Career & Special Programs**  
Georgina Guy  
**Present:**
- Georgina Guy

**Fine Arts & Media Technology**  
**Present:**
- 73

**Shared Governance Group Representative**  
Dennis Stachelski, Classified Senate  
Lydia Natoolo, ASG  
**Present:**
- Dennis Stachelski  
- Lydia Natoolo

**Health Sciences & Human Services**  
**Present:**
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**Visitors and Other Guests**  
Kathy Werle, Tod Burnett, Bob Cosgrove

**Alternate: Linda Call**  
**Present:**
- Linda Call

**End of Meeting**
1. **CALL TO ORDER**

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

2. **INTRODUCE AND WELCOME GUESTS**

3. **ADOPTION OF AGENDA**

   Jeanne Smith moved to accept the adoption of the agenda. Don Bowman seconded the motion.

   The Academic Senate voted unanimously in favor of the motion and the motion passed without discussion.

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

   Jeanne Smith moved to accept the minutes from the previous meeting. Georgina Guy seconded the motion.

   The Academic Senate voted unanimously in favor of the motion and the motion passed.

5. **PUBLIC COMMENTS**

   There were no public comments.

6. **PRESIDENT’S REPORT**

   There was no Board Meeting report.

   Dan Walsh reported that there will be several administrative positions –deans and directors—vacant in the coming months.

   Dan also announced that he and Kim d’Arcy are heading up the Academic Senate Executive Team election committee this semester. Anyone interested in working on this committee is encouraged to contact either one of them.

   Finally, Dan Walsh expressed the Academic Senate’s condolences on the passing of Richard White.

7. **ADOPTION OF CONSENT CALENDAR ITEMS**

   There was no need to adopt a consent calendar.
8. **OLD BUSINESS**

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

There was no discussion.

Jeanne Smith moved to approve the faculty to sit on committee report. Ana Maria Cobos seconded the motion.

The Academic Senate voted unanimously in favor of the motion and the motion passed without discussion.

B. **Curriculum Committee**

June Millovich announced a workgroup to provide input on the Online Course Approval Process will meet Thursday, February 12 in BGS 255 at 3:00 pm. Anyone interested in working on the workgroup is welcome.

June also announced new TMC Degrees (please see insert to curriculum packet).

Ana Maria Cobos moved to accept the Curriculum Committee report. Georgina Guy seconded the motion.

The Academic Senate voted unanimously in favor of the motion and the motion passed without discussion.

C. **Academic Senate By-Laws**

Pat McGinley deferred the conversation to other members of the workgroup and to Senators at will.

Howard Gensler informed the Academic Senate on added revisions to his iteration of the proposed new By-Laws and to the philosophies behind the various proposed additions and subtractions.

After Howard completed his presentation, there was discussion on the merits of the old version of the By-Laws. The concern stems around the number of Academic Senate officers, where the old version has 6 members and the new version would increase that to 9 members.

Dan Walsh presented a revised version of the existing By-Laws that he and Bruce Gilman drafted. Each Academic Senator received a copy of this new version (please see handout).
It was decided that the By-Laws workgroup would meet next week, and the By-Laws would again be presented at the next Academic Senate meeting with the intent to take some action on the matter.

D. Board Policies and Administrative Regulations

AR 4011.1 – Dan Walsh explained the language changes to the regulation. He noted that paragraph one was a key component as it gave faculty flexibility throughout the hiring process.

Dan also pointed to the full-time faculty graph on page 6 as important fodder.

AR 4011.1 will be back in two weeks for action.

Dan Walsh presented a draft of a proposed Administrative Regulation on mandatory student vaccines.

Discussion ensued.

It was decided that Dan would reword the proposed Administrative Regulation and present it again at the next Academic Senate meeting.

Dan Walsh announced that the Saddleback College No Smoking Policy has been approved. He explained that the College is planning a roll out period to begin in the Fall of 2015.

E. Accreditation Update

Bob Cosgrove gave an update on the Saddleback College accreditation process. One point of note was that the College’s Self Evaluation visit has been pushed back to the Spring of 2017.

Bob also announced that the Saddleback College update is now up and running on SharePoint. The link includes both the old Self Study report and the updated reports for the Self Evaluation.

Bob announced that there is a Commissioned led seminar in San Francisco the weekend of February 27 through March 1.

Bob stated that there will be Accreditation Committee meetings in the near future. People should look for upcoming dates.
F. DRAC Update

Bob Cosgrove gave a brief history of DRAC.

Bob explained the Averaging versus the Actuals conflict currently prevalent in the DRAC meetings. He emphasized that with the Actuals, Saddleback College would probably lose money versus the current 65% -- 35% allocation formula for Saddleback College and Irvine College breakdown.

9. NEW BUSINESS

A. Online Education Committee

Dan Walsh announced that the Online Education Committee would be meeting on Thursdays at 3:00 pm in the Conference Room and any interested person is welcome to join.

Dan also stated that the “charge” of the Online Education Committee is attached (please see attachment).

B. Dr. Tod Burnett Update

Dr. Tod Burnett, President of Saddleback College, attended the Academic Senate to present a general update on Saddleback College.

Dr. Burnett announced that while Saddleback College head count on enrolled students is level, its FTES is down. The obvious question becomes, “Why?”

Dr. Burnett also touched on the previously announced high number of retiring medium to high level retirement impending at the College. He encouraged all faculty members to consider a career in administration as the College would welcome hiring from within as much as from hiring from without.

Dr. Burnett answered sundry questions from the Academic Senate members. For one question, Dr. Burnett expressed some wonder at the fact that a college of Saddleback College’s size, it does not have one Human Resource personnel on its staff.

C. Foundation Gala

Blake Stephens announced the kickoff of the Saddleback College 2015 Foundation Gala. Blake passed out the official Foundation Gala brochure and explained some of its salient features.
10. COMMITTEE REPORTS

A. Executive

No report.

B. Senate Standing Committee

No report.

C. College, Division & District Committee

No report.

11. REPRESENTATIONAL AREA REPORTS

No report.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

No report.

B. Student Government

Lydia Natoolo, ASG Representative of the Academic Senate, announced the following:

The ASG is gearing up for its annual fundraising efforts.

The ASG is looking into ways to help ‘sell’ Saddleback College to the community.

The ASG is looking into ways to partner with the Student Equity Committee to respond to the fact that approximately 14% of Saddleback College’s students are homeless.

C. Classified Staff

Dennis Stachelski, Classified Academic Senate representative to the Academic Senate, reported that the Classified Academic Senate is opening the application process for accepting nominations for Staff Employee of the Year. Dennis is encouraging each department college-wide to nominate a minimum of one staff each. He also noted it is good to nominate more than one staff member for this prestigious award.
13. ADJOURNMENT – The meeting was adjourned at 3:51 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 4.A Minutes from January 28, 2015
Agenda Item 8.A Approval of Faculty to Sit on Committees on February 11, 2015
Agenda Item 8.B C-ID Update January 2015
Agenda Item 8.B.1 Anthropology AA Degree Program Revisions 2014-2015
Agenda Item 8.B.2 Proposed Curriculum Revisions 2015-2016
Agenda Item 8.C Academic Senate Bylaws Proposed: 5th Draft (DRAFT 05FEB15)
Agenda Item 8.C.1 Academic Senate 2015 Alternative Bylaws, Gilman/Walsh version
(Draft 11 Feb 2015)
Agenda Item 8.D BP XXXX - Student Immunizations Draft, AR XXXXM - Student Immunizations: Measles Draft, OC Register Article, “UC schools will require vaccinations for college students by 2017”, by Sarah Tully, 2015-02-06.
Agenda Item 8.D.1 AR 4011.1 – Recruitment: Full-Time Faculty
Agenda Item 9.A Online Education Committee One-Sheet Form Draft
Agenda Item 9.C Saddleback College Foundation 15th Annual Gala brochure (Saturday, March 14, 2015)

KEYWORDS