February 24, 2016
2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

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

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

Associate Faculty (4)
- Economic & Workforce Development and Business Science
  - Don Bowman
  - Scott Fredrickson

Social and Behavioral Sciences (3)
- Counseling Services (2)
  - Sharon Nussenbaum
  - Penny Skaff

Transfer, Career & Special Programs (1)
- Fine Arts & Media Technology (3)
- Community Ed, Emeritus Inst & K-12 (1)
- Health Sciences & Human Services (3)

Liberal Arts (4)
- Kinesiology & Athletics (2)
- Math, Science & Engineering (4)

Political Science
- Online Educat & Learning Resources (1)
- Shared Governance Group Representative

Political Science
- Transfer, Career & Special Programs (1)
- Visitors and Other Guests

Political Science
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; Frank Gonzalez; David Bugay; Teddi Lorch; Alannah Rosenberg; Marie Ingram (LRC Intern)

3. **ADOPTION OF AGENDA**

   Don Bowman moved to adopt the agenda. Scott Fredrickson seconded the motion.

   The Academic Senate approved the adoption of the agenda unanimously.

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

   Ann Marie Breslin moved to adopt the minutes from the previous meeting. Kim Stankovich seconded the motion.

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

5. **PUBLIC COMMENTS**

   Scott Fredrickson commended Deidre Cavazzi for her production of “Sequences and Spirals,” an artistic exploration of Fibonacci numbers through music, dance, mathematics, and the visual arts. Scott Fredrickson also commended such contributors as Blake Stephens and the Mathematics Department for their contributions to this successful production.

6. **PRESIDENT’S REPORT**

   See notes.

7. **ADOPTION OF CONSENT CALENDAR ITEMS**

   A. Curriculum:

      2016-2017 Proposed Course Revisions
      2016-2017 New Programs, Program Modifications, and Program Deletion
B. Program Reviews:

- Computer Maintenance Technology
- Culinary Arts/Hospitality & Foods & Nutrition
- Electronic Technology
- General Studies
- Honors
- Nursing

Dan Walsh moved to adopt the consent calendar items. Jeanne Smith 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

Kim Stankovich moved to approve the changes to the faculty to sit on committees. Ann Marie Breslin seconded the motion.

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

B. Accreditation Update

Bob Cosgrove shared some of his findings from a state sponsored ACCJC accreditation workshop he attended. During his update, Bob Cosgrove explained some of the differences between regional and federal compliance requirements.

Juan Avalos reaffirmed the current accreditation timeline for the 2016 spring semester as originally developed by the Saddleback College Accreditation Steering Committee. Specifically Juan Avalos mentioned the following milestones:

- First Draft of the Standards by March 31
- Second Draft of the Standards by April 30
- Working Draft of the Standards by May 31

Discussion ensued.
Kathy Werle announced that currently Saddleback College has a +135 FTES over this time last year.

Kathy Werle presented the Enrollment Management Plan to the Academic Senate for final approval.

Kim d’Arcy moved that the Academic Senate approve the proposed Saddleback College Enrollment Management Plan. Bruce Gilman seconded the motion.

The Academic Senate approved the proposed Saddleback College Enrollment Management Plan by a vote of—

Yes 32
No 00
Abstain 01

Kathy Werle announced that the next scheduled meeting of the Block Schedule work group is next Wednesday, March 02, 2016 at 3:00 pm in the President’s Conference Room.

Kathy Werle shared an idea of allowing students to enroll in course one year in advance. There was quite a bit of discussion on this topic.

D. 2017-2018 Academic Calendar

Frank Gonzalez presented the members of the Academic Senate with the final versions of the two proposed 2017-2018 academic calendars (version 1C and version 2C). After some discussion, the calendars were brought to a vote.

Sumaya McCleave motioned that the Academic Senate adopt version 2C for its proposed 2017-2018 Academic Calendar. Jodi Caggiano seconded the motion.

The Academic Senate voted down the motion to adopt version 2C for its proposed 2017-2018 Academic Calendar by a vote of—

Yes 12
No 19
Abstain 01
Charlie Myers motioned that the Academic Senate adopt version 1C for its proposed 2017-2018 Academic Calendar. Ana Marie Cobos seconded the motion.

The Academic Senate approved the motion to adopt version 1C for its proposed 2017-2018 Academic Calendar by a vote of—

- Yes: 19
- No: 13
- Abstain: 01

**E. Academic Senate By-Laws**

Blake Stephens presented the Academic Senate members with the feedback from the South Orange County Community College District (SOCCCD) attorneys on the last version (version 11) of the proposed Academic Senate By-Laws. As the SOCCCD attorneys only had one editorial/legal concern (see page 13 of the handout), Blake Stephens proposed adding a line on the Brown act and on the 72 hour notification requirement (see handout for proposed change).

Jim Repka moved to accept the line change on page thirteen (13) of version 11 of the proposed Academic Senate By-Laws. Deidre Cavazzi seconded the motion.

The Academic Senate approved the line change on page thirteen (13) of version 11 of the proposed Academic Senate By-Laws unanimously.

Dan Walsh moved that the Academic Senate accept the final version (version 11a) of the Academic Senate By-Laws. Kim d’Arcy seconded the motion.

The Academic Senate accepted the final version (version 11a) of the Academic Senate By-Laws unanimously.

**9. NEW BUSINESS**

**A. Equal Employment Opportunities in Title V Regulations, California Community Colleges Chancellor’s Office**

Dr. David Bugay presented the members of the Academic Senate the guidelines from Human Resources on the legal, ethical, and moral responsibilities and obligations of members of hiring committees. These guidelines include Equal Employment Opportunity rules, California Education Code 87100 regulations, and Title 5 and Title 7 requirements. In essence, Dr. David Bugay suggested that all of these rules, regulations, and requirements could be met if members of a hiring committee performed a “30 Minute Moment of Open Mindedness” free of explicit and implicit bias during a candidate’s interview. (For details see
B. EPA Committee Update: Program Review Coordinator Position and Adding SLOs to COR

Kim Stankovich announced that the EPA Committee is posting the PR/AUR Coordinator position. (For details on the position and contact information see the handout.) Kim Stankovich announced that Heidi Ochoa, who has held this position, is stepping down. Blake Stephens as President of the Academic Senate recognized Heidi Ochoa for her work as the PR/AUR Coordinator.

Kim Stankovich also announced that the EPA Committee is beginning to move forward with the inclusion of the Student Learning Outcomes (SLOs) in the Course Outline of Records (COR) in CurricUNET and in TracDat. Kim Stankovich stated that the EPA Committee is in the process developing a pilot study in TracDat whereby each course will have two (2) box links: one (1) for course objectives and one (1) for SLOs. The pilot study would include ten (10) per cent of the course Saddleback College offers.

There was quite a bit of discussion on this last point on two levels. First, because SLOs and Saddleback College’s requirement to include SLOs in all course syllabi has been a requirement for a few years, the 10% pilot study would not be acceptable to the Accreditation Visiting Team. And second, many Academic Senate members were confused as to why the SLOs had not been included as yet because the EPA Committee approached the Academic Senate last year for help with the SLO inclusion issue. At that time, the Academic Senate moved to have NBU include the SLOs in CurricUNET. Dan Walsh, Academic Senate Parliamentarian, clarified that because the Academic Senate passed a motion on this item, that that work must go forward as voted on by the Academic Senate.

Discussion continued.

C. Board Policies and Administrative Regulations

Dan Walsh reported that there would be Board Policies and Administrative Regulations coming for the next meeting.

D. Academic Senate Elections

Dan Walsh announced that with the new Academic Senate By-Laws now in effect, anyone wishing to run for an office on the Executive Board of the Academic Senate has to have been a member of the Academic Senate for at least one year. Dan Walsh also clarified that only full-time faculty are eligible to run for any office of the Executive Board of the Academic Senate except the office of Secretary, an office that may be filled either by a full-time faculty member or by a part-time faculty member.
Dan Walsh and Blake Stephens announced that the deadline to enter your name as a candidate for a position on the Executive Board of the Academic Senate is Tuesday, March 01, 2016. Blake Stephens will be sending out an email to all faculty at Saddleback College this week. The contents of the email will cover all of the pertinent information on the election and on candidacy requirements.

10. COMMITTEE REPORTS

A. Executive
   No report.

B. Senate Standing Committee
   Curriculum Committee – Veronica Obermeyer announced that she is stepping down as Lead Coordinator and so the position is open and available for anyone who is interested.

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
      No report.

   C. Classified Staff
      No report.

13. ADJOURNMENT – The meeting was adjourned at 3:44 pm.
HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 4.A Minutes from February 10, 2016
Agenda Item 6.A President’s Report dated February 24, 2016
Agenda Item 7.A.1 2016-2017 Proposed Curriculum Revisions
Agenda Item 7.A.2 2016-2017 New Programs, Program Modifications and Program Deletion
Agenda Item 8.A Approval of Faculty to Sit on Committees dated February 24, 2016
Agenda Item 8.D.1 2017-2018 Academic Calendar, Version 1C
Agenda Item 8.D.2 2017-2018 Academic Calendar, Version 2C
Agenda Item 8.E Academic Senate Bylaws
Agenda Item 9.B PR/AUR Coordinator Position

KEYWORDS