SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES

March 30, 2016
2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

Senate Officers: 47 Liberal Arts (4)
Blake Stephens, AIA, President Present 48 Jan Bagwell Present
Charlie Myers, Vice President Present 49 Michelle Duffy Present
Veronica Obermeyer, Vice President Present 50 Bruce Gilman Present
Kim d’Arcy, Psy.D., President Elect Present 51 Jennifer Hedgecock Absent
Dan Walsh, Past President Present 52
Ken Brady, Ph.D., Secretary Present 53

Advanced Tech & Applied Science (2) 55 Sumaya McCleave Absent
Lem Chin Present 56 Jim Repka Present
Arlene Thomas Present 57 Jeanne Smith Present

Associate Faculty (4) 59 Alternate: Stephanie Sorenson Present

Econ & Wkforce Dev and Bus Science (2) 61 Online Educat & Learning Resources (1)
Don Bowman Present 62 Ana Maria Cobos Present
Scott Fredrickson Present 63

Counseling Services (2) 65 Brenda Plascencia-Carrizosa Present
Sharon Nussenbaum Present 66 Christina Smith Present
Penny Skaff Present 67 Erica Vogel Present

Community Ed, Emeritus Inst & K-12 (1) 69
Lesley Lowe Absent 70

Fine Arts & Media Technology (3) 72
Ryan Even Absent 73 Paul Bonkowski, Classified Senate Absent
Tom O’Leary Absent 74
Kim Stankovich Present 75 Darren England, Classified Senate Absent

Health Sciences & Human Services (3) 77
Kim Branch-Stewart Present 78
Jodi Caggiano Present 79
Carrie Danko Present 80

Kinesiology & Athletics (2) 81
Deidre Cavazzi Present
Lindsay Steinriede Absent

Visitors and Other Guests
Doug Barr; Jennifer Klein; Shouka Torabi;
Brett Myhren; Jim Gaston; Karah Street; Karla Westphal; Marie Ingram (LRC Intern)
1. **CALL TO ORDER**

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

2. **INTRODUCE AND WELCOME GUESTS**

Doug Barr; Jennifer Klein; Shouka Torabi; Brett Myhren; Jim Gaston; Karah Street; Karla Westphal; Marie Ingram (LRC Intern)

3. **ADOPTION OF AGENDA**

Dan Walsh moved to remove agenda item 9A and subsequently to adopt the revised agenda. Jeanne Smith seconded the motion.

The Academic Senate approved the adoption of the revised 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**

Doug Barr from Counseling asked the Academic Senate to support a move he is spearheading that will identify a space on the Saddleback College campus where the College could place the names of colleagues who have earned Emeritus status. Doug Barr announced that he will be asking for this item to be placed on a future Academic Senate agenda for information, discussion, and eventually action.

6. **PRESIDENT’S REPORT**

See notes.

7. **ADOPTION OF CONSENT CALENDAR ITEMS**

Jeanne Smith moved that the Academic Senate adopt the consent calendar items. Ana Maria Cobos seconded the motion.
The Academic Senate adopted the consent calendar items unanimously.

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

Jeanne Smith moved to approve the changes to the faculty to sit on committees.
Deidre Cavazzi seconded the motion.

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

B. Accreditation Update

As both Juan Avalos and Bob Cosgrove were unable to attend today’s Academic Senate meeting, Ken Brady read the following update report Bob Cosgrove emailed to the Academic Senate office

“Standard 1 met yesterday where draft portions of 1a, 1b, 1b5 and other sections of what has been written were reviewed for content concerns. Integration of the planning groups was a key point discussed. Jennifer provided some good insights about the previous flow chart that needed revising this time round. The draft is a first go at addressing ACCJC concerns.

Standard 4 meet a week ago last Friday where concerns about BOT issues were discussed and the manner in which we will present flow of information from District to colleges and the other way around as well. Some strong connections to what Standard 1 was reviewing yesterday.

At our next Accreditation Steering Committee meeting we will be looking at what has been submitted by each Standard group and we’ll have a report from Juan regarding his experience with the new standards from his work on a visiting team to LA Community College District.”

Jennifer Klein announced to the Academic Senate that it has been decided to submit The Saddleback College ACCJC Annual Report late as it has been discovered that the College has been submitting incorrect data on the ACCJC set standards each of the last three years. Evidently, Saddleback College has been taking the standard deviation of its set standard numbers and adding it to its total instead of subtracting the standard deviation from its total. This error has caused Saddleback College’s results to show that the College has not met the ACCJC set standards annually for the three years in question; whereas, when the standard deviation is correctly subtracted from the Saddleback College’s results, the College is clearly meeting the ACCJC set standards each of these three years.
Thus, it has been deemed more prudent to correct these discrepancies and submit
the Saddleback College ACCJC Annual Report late with correct data, analysis,
and evaluation.

C. Enrollment Management Update

The enrollment management update for this Academic Senate meeting was
cancelled because Kathy Werle was absent.

D. Canvas Adoption – Postpone Decision Date

Dan Walsh summed up the prevailing sentiment of the members of the Academic
Senate with regard to the question of Saddleback College’s Learning Management
System (LMS), specifically the readiness of the Academic Senate members to
vote on whether or not to retain Saddleback College’s current Blackboard
Learning software or to migrate to the CANVAS learning software. As the
Online Education Initiative has given the College a current deadline of April 9,
2016 to decide, Dan Walsh recommended that the Academic Senate delay its
decision in order to garner more information and to become better educated on the
strengths and weaknesses of both LMSs. Dan Walsh further suggested that the
Academic Senate could bring the topic back up for discussion at its last meeting
of the current academic year in May.

Blake Stephens announced that Saddleback College’s sister college, Irvine Valley
College (IVC), has voted to adopt the CANVAS Learning software. Blake
Stephens went on to explain that IVC’s decision in no way impacts the
Saddleback College forthcoming decision.

E. Academic Senate Elections

Blake Stephens announced that the following Academic Senate members has been
nominated for positions on the Academic Senate Executive Board for the 2016-
2017 year:

Vice President – Charlie Myers
President Elect – Dan Walsh
Howard Gensler
Secretary – Ken Brady

Blake Stephens announced that the election will be held between April 11, 2016
and April 25, 2016.
Blake Stephens also announced that because there is one executive board position open, the second vice presidency, that there would be a Special Election to fill this vacancy and that the Special Election would be held sometime between the beginning of the 2016 Fall Semester and October 01, 2016.

F. Wait List Work Group Update

As an integral member of the Wait List Work Group, Jim Gaston explained the rationale behind the current workings of the Wait List. Jim Gaston then entertained many diverse and interesting questions on the current Wait List capabilities and welcomed a variance of suggestions as the development of the Wait List moves forward.

G. Curriculum Review Cycle Update

June Millovich updated the members of the Academic Senate on the Curriculum Review cycle as follows:

**Upcoming Course Tech Review Timeline**

1. List of courses due for scheduled review will be posted tomorrow on the Curriculum Website along with updated handbooks and tools.

2. Launch due date for all courses/all divisions May 31st.
   a. Scheduled review
   b. New
   c. Unscheduled review for limited reasons:
      i. C-ID or ADT related changes
      ii. Articulation or Transfer Requirements
      iii. A change in another course triggered a critical change in an existing course
      iv. Industry licensure or regulatory compliance
      v. All other reasons –wait until next scheduled review.

3. No expectation for faculty to work during the summer on curriculum.
4. There will be face-to-face meetings in the fall, prioritized on the complexity of the classes:
   o Most complicated first i.e. New, UC transfer, sticky issues, down to least complicated
   o Calendar of Fall face to face meetings will be developed once courses are submitted and reviewed in the Summer and then organized through the division admins. In early Fall.

New and Revised Programs

1. Evolving to a rolling submission date for new and revised programs. Will no longer be 1 due date per year for all programs.

2. Currently working on everything submitted so far

3. Revisions and New programs can be submitted at will/as needed and will be added to the list FIFO as far as the internal review process goes
   • Many moving parts to program approval, and unique to each application so no end date guarantee can be given variables such as number and type of changes, status of courses, UC approval calendar etc.

4. Changes triggered by course modifications:
   a. If a change to a course is one that will trigger a program revision such as a number or course title change –the course will be held off the curriculum agenda until the program proposal is ready and then both course and program will come through the curriculum approval process at the same time.

June Millovich also announced that the Curriculum Committee has an opening for a Curriculum Lead, and anyone interested in the position should contact her.

9. NEW BUSINESS

A. District/College IT Plans

Dan Walsh announced that any confusion about the District / College IT Plan had been cleared up and there was no current need to discuss this further. (For further details, refer to the Academic Senate President’s Report.)
10. COMMITTEE REPORTS

A. Executive

No report.

B. Senate Standing Committee

EPA Committee

Kim Stankovich announced that the EPA Committee was still accepting applications for its PR Coordinator position as Heidi Ochoa would be leaving the position at the end of the current semester.

C. College, Division & District Committee

No report.

11. REPRESENTATIONAL AREA REPORTS

Transfer, Career, and Special Programs

Ann Marie Breslin announced that the Transfer, Career, and Special Programs will be holding its annual *College Fair* on Wednesday, April 20, 2016 from 10:00 am to 1:00 pm in the SSC Quad. For detailed information on this event, refer to the College Fair flyer.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

No report.

B. Student Government

Rei Kamio introduced herself as the new Associated Student Government (ASG) Student Representative to the Academic Senate.

Rei Kamio shared that the ASG is busy prepping for the coming 2016 – 2017 academic year.

Rei Kamio also announced that the ASG is developing a student survey on the cafeteria and its food. Discussion ensued.
C. Classified Staff

No report.

13. ADJOURNMENT – The meeting was adjourned at 3:17 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 4.A Minutes from March 9, 2016
Agenda Item 6.A President’s Report dated March 30, 2016
Agenda Item 7.A Proposed Curriculum Revisions for AY 2016-2017
Agenda Item 8.A Approval of Faculty to Sit on Committees dated March 30, 2016
Agenda Item 8.B ACCJC Institution-Set Standards 2016
Agenda Item 8.B.1 Accreditation Steering Committee Update
Flyer – Saddleback College Transfer Center event, “College Fair”, Wednesday, April 20, 2016, 10:00AM to 1:00PM, SSC Quad

KEYWORDS