1. CALL TO ORDER

The meeting was called to order at 2:02 pm.

2. INTRODUCE AND WELCOME GUESTS

Deb Watt, Kathe Werle, Penny Skaff

3. ADOPTION OF AGENDA

Dan Walsh moved to adopt the agenda. Ana Maria Cobos seconded the motion.

The Academic Senate approved the adoption of the agenda unanimously.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Ana Maria Cobos moved to adopt the minutes from the previous meeting. Jim Repka seconded the motion.

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

5. PUBLIC COMMENTS

Lucy Hendrix received a congratulation as it being her birthday (she is twenty years old today). Lucy Hendrix announced that the Association of Student Government had received a $10,000 grant from the Chancellor’s Office.

Lucy Hendrix also announced that ASG was continuing in its efforts to get eligible students to register to vote and to be aware of the voting issues coming up on the November ballot on the local, the state and the national levels. Lucy Hendrix shared the ASG Taco Flyer inviting students to the attend a viewing party for the final Presidential Debate on Wednesday, October 19, 2016 to held at 6:00 pm on the campus Quad. Lucy Hendrix also shared the ASG Packet Guide to California Ballot Initiatives ASG is handing out to Saddleback College students.
Ana Maria Cobos congratulated Deidre Cevazzi and all other faculty, staff, administration, and students, and especially those from the dance, theater, music, and speech departments for their efforts in putting on the Banned Book Week celebration.

Karla Westphal asked for clarification on the idea of ‘tabling.’ She was under the impression that when tabling an item, there is usually a timeline or a date of return (versus a tabling indefinitely). Dan Walsh clarified the concept for her.

Deb Watt announced that the MAJOR EVENT for Saddleback College students will be held next Tuesday, October 18, 2016 in SSC 212 from 11:00 am to 1:00 pm. For details, see the flyer.

Marcello Perez asked for clarification on how faculty can obtain permission to be on campus when the campus is closed (i.e., 11:00 pm to 5:00 am daily and on Sundays). Dan Walsh explained the process.

Erica Vogel announced that the Anthropology Department would be presenting a colloquium by Dr. Leo Chavez on Wednesday, October 19, 2016. The title of the colloquium is “The Construction of ‘Anchor Babies’ as a Threat to the Nation.” The colloquium will be held from 12:30 pm to 2:00 pm in BGS 254.

6. PRESIDENT’S REPORT

See notes.

7. ADOPTION OF CONSENT CALENDAR ITEMS

- Nutrition and Dietetics ADT (new)
- History A.A. Degree (revised)

Dan Walsh moved to accept the adoption of consent calendar items. Ana Maria Cobos seconded the motion.

The Academic Senate voted to accept 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 faculty to sit on committees. Jim Repka seconded the motion.

The Academic Senate voted to approve the faculty to sit on committees unanimously.
B. Enrollment Management/Focus Groups/Seat Availability

Kathy Werle reported that registration for the 2017 spring semester begins Monday, October 24 2016. Kathy Werle announced that for the 2017 spring semester the ‘Seats Available’ feature on the schedule was turned back on, but IT believes they will be able to add “seats filled” to help students manage expectations.

Kathy Werle announced that IMS is not open for schedule entry for the 2017 summer session. However, Kathy Werle pointed out that they are working on opening IMS for the 2017 fall semester schedule entry early. Kathy Werle noted that as courses will still be going through curriculum approval at the state level, Saddleback College is working on a plan to keep just those courses in flux from being scheduled until they have been approved, with the goal of having all classes in the schedule of classes before Saddleback College opens registration for the 2017 fall term.

Enrollment Forums

Kathy Werle reported that as Saddleback College embarks on updating its educational master plan, she has scheduled three focus group meetings to initiate dialog on restoration of enrollment, on identification of topics we want to address for enrollment, on program planning both as a college and as a district, on what information Saddleback College needs to inform planning, and on how to organize these efforts. The focus group meetings are the initial step, but an important one. Kathy Werle encouraged all Academic Senate members to attend one or more of these sessions and RSVP by clicking on the link below. Kathy Werle emphasized how everyone’s input is very important!

C. Accreditation Update/Self-Study Review Feedback/Standards III and IV, QFE 2

Bob Cosgrove reviewed the remainder of the accreditation process timeline with the Academic Senate members. Bob Cosgrove noted that the next milestone in the timeline is the SOCCCD Board Meeting on Monday, October 24, 2016. During this meeting, both Saddleback College and Irvine Valley College will make short, ten (10) minute presentations to the Board of Trustees. Bob Cosgrove noted that the main focus of the presentation will be to introduce the standard co-chairs to the Board of Trustees, to give an update on the Saddleback College accreditation process to the Board of Trustees, and to share the Saddleback College accreditation timeline with the Board of Trustees.

Bob Cosgrove mentioned that there was an interesting development in the Saddleback College accreditation process in that it has been announced that Dr. Sonya Christian, President of Bakersfield College will be the Lead of the Saddleback College Accreditation Visiting Team. There is a caution here because there may be a conflict of interest with this choice.
Kim d’Arcy announced that, according to the Academic Senate’s own review timeline, the Academic Senate members are due to bring their feedback on Standards I and II and on QFE 1 to the Academic Senate today. Additionally, the Academic Senate is now focus their attention, and their respective divisions’ and departments’ attentions, on Standards III and IV and on QFE 2. To assist in this process, Kim d’Arcy presented a highlight of the DRUPAL review process.

Discussion ensued.

**D. Planning and Governance Manual Review/Feedback**

Kim d’Arcy announced the creation of a task force charged with reviewing the revised Planning and Governance Manual. Kim d’Arcy asked the Academic Senate members for feedback on the Planning and Governance Manual.

Discussion ensued.

Kim d’Arcy also provided the Academic Senate members with handouts on the creation of a new college council, committee, or work group. Kim d’Arcy then discussed the need for a process or form for creating new senate standing committees. Kim d’Arcy asked the Academic Senate members to consider this as topic will be brought back for further discussion. Kim d’Arcy asked that if anyone had any feedback they wished to offer on this matter that he or she send that feedback to Kim d’Arcy herself.

**9. NEW BUSINESS**

**A. Prerequisite Submission**

Lisa Tran and Darren England presented an overview of the proposed streamlined matriculation process. The focus of the proposed process is the idea of on centralized collection point both for Saddleback College and for the student.

Discussion ensued.

**B. PBSC Committee Charge Review**

Dan Walsh presented the proposed BP / AR 4011.6 to the faculty and asked them to review it as it will return for discussion at the next scheduled Academic Senate meeting.

Dan Walsh discussed the proposed BP/AR (3255) regarding an Internal Review Board (IRB) for the District.

Discussion ensued.

Dan Walsh will work with faculty on reviewing and revising the proposed BP / AR 4011.6.

led a large discussion on the current problems both with the use of Saddleback College students for research by externals organizations and individuals and with the difficulty of Saddleback College faculty to obtain an IRB for research either at Saddleback College or at other institutions. BP 4011.6 was discussed as a placeholder that served the needs of the district more than it did the needs of Saddleback College; therefore, the consensus was that BP 4011.6 needed to be changed. It was noted that Irvine Valley College has its own plan in place. Dan Walsh suggested that the Academic Senate make obtain the IVC plan.

Discussion ensued.

10. COMMITTEE REPORTS

A. Executive

Kim d’Arcy reviewed for the Academic Senators what they were bringing back for review to their respective divisions and department from today’s Academic Senate meeting.

Dan Walsh reported on BP 3501/AR 3501. Dan Walsh explained that this BP/AR allows faculty to be on campus between the hours of 11:00 pm and 5:00 pm daily as well as on Sundays with Dean approval.

B. Senate Standing Committee

Kim Stankovich, EPA Chair, made two points:

1. The new proposed PR and AUR Handbook is now up on the EPA website for review. Kim Stankovich encouraged everyone to read the new handbook as it contains the new streamlined process for PR and AUR reviews.

   Discussion ensued.

2. Kim Stankovich reiterated her concern for all faculty members to be including course Student Learning Outcomes (SLOs) on their respective syllabi as it is certain that the Accreditation Visiting Team will be looking for the SLOs on all course syllabi during their Saddleback College visit, February 27, 2017 through March 02, 2017.
April Cubbage introduced herself as the new Saddleback College co-chair of the Distance/Online Education Committee. April Cubbage announced that as of two weeks ago Saddleback College is no longer considered a part of the Online Education Initiative (OEI) Pilot Program. This decision to separate the LMS decision-making process from the OEI program.

C. College, Division & District Committee

No report.

11. REPRESENTATIONAL AREA REPORTS

No report.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Blake Stephens announced that the Faculty Association would be phone banking for the SOCCCD Board of Trustees election. The banking is to CTA members only. The Faculty Association is welcoming any volunteers for this important activity.

B. Student Government

Jamie Washburn reiterated the ASG’s efforts that Lucy Hendrix brought up in her presentation.

Jamie Washburn also asked the Academic Senate members to contact her if they knew of any Saddleback College activity that could benefit or was in need of ASG support.

C. Classified Staff

No report.

13. ADJOURNMENT – The meeting was adjourned at 3:31 p.m.
Agenda Item 6.A President’s Report
Agenda Item 7.A Curriculum Review – Nutrition and Dietetics ADT
Agenda Item 7.A Curriculum Review – History A.A. Degree
Agenda Item 8.A Approval of Faculty to Sit on Committees
Agenda Item 7.A Curriculum Review – History A.A. Degree
Agenda Item 9.B Planning and Budget Steering Committee Change Proposal
Agenda Item 9.C BP AR 3255
Handout ASG “Let’s TACO ‘bout the Election” flier
Handout “Major Event” flier
Handout “The Latino Threat” flier

KEYWORDS