**SADDLEBACK COLLEGE – ACADEMIC SENATE**

**MINUTES**

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

| Senate Officers: | 47 | Kinesiology & Athletics | (2) |
| Blake Stephens, AIA, President | Present | Deidre Cavazzi | Present |
| Charlie Myers, Vice President | Present | Lindsay Steinriede | Present |
| Veronica Obermeyer, Vice President | Present | | |
| Kim d’Arcy, Psy.D., President Elect | Present | | |
| Dan Walsh, Past President | Absent | Michelle Duffy | Present |
| Ken Brady, Ph.D., Secretary | Present | Bruce Gilman | Present |
| | 54 | Jennifer Hedgecock | Present |

| Senators: | 55 |
| Advanced Tech & Applied Science | (2) | 56 | Math, Science & Engineering | (4) |
| Lem Chin | Present | 57 | Sumaya McCleave | Present |
| Arlene Thomas | Present | 58 | Jim Repka | Present |
| | 59 | Jeanne Smith | Present |

| Associate Faculty | (4) | 60 | Jacob Tracy (Fall) | Present |
| | 61 |

| Economic & Workforce Development and Business Science | (2) | 63 | Ana Maria Cobos | Present |
| Don Bowman | Present | 65 | Social and Behavioral Sciences | (3) |
| Scott Fredrickson | Present | 66 | Brenda Plascencio-Carrizosa | Present |
| | 67 | Christina Smith | Present |

| Counseling Services | (2) | 68 | Erica Vogel | Present |
| Sharon Nussenbaum | Present | 69 | |
| Penny Skaff | Present | 70 |

| Community Ed, Emeritus Inst & K-12 | (1) | 72 |
| Lesley Lowe | Present | 73 |

| Fine Arts & Media Technology | (3) | 75 | Shared Governance Group Representative |
| Ryan Even | Present | 76 |
| Tom O’Leary | Present | 77 |
| Kim Stankovich | Present | 78 |

| Health Sciences & Human Services | (3) | 80 |
| Kim Branch-Stewart | Present | 81 |
| Jodi Caggiano | Present | 82 |
| Carrie Danko | Present | |

| Visitors and Other Guests |
| Patricia Levin; Christina Ghanarpour; Marina Aminy; Juan Avalos; Bob Cosgrove; Frank Gonzalez; Nicole Ortega; Christina Hinkle; Elizabeth Horan |
1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

Patricia Levin, Christina Ghanbarpour, Marina Aminy, Juan Avalos, Bob Cosgrove, Frank Gonzalez, Nicole Ortega, Christina Hinkle, Elizabeth Horan

3. ADOPTION OF AGENDA

Jeanne Smith 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

Jeanne Smith moved to adopt the minutes of the previous meeting. Jim Repka seconded the motion.

The Academic Senate approved the adoption of the minutes of the previous meeting by a vote of 29 Yes, 00 Nos, and 01 Abstention.

5. PUBLIC COMMENTS

Patricia Levin, Faculty Coordinator for Online Education, announced that the rumors that OEI and the switch by Saddleback College to CANVAS is a ‘done deal’ are false rumors. Patricia explained that the work group study on the idea of Saddleback College switching from Blackboard to CANVAS is an ongoing process and is intended to be an educated decision. She also stated that the originally proposed decision deadline of December 15, 2015 is way too soon for Saddleback College to make the decision.

Ana Maria Cobos, Librarian, announced that the Saddelback College will be hosting the second episode in the four part series, Latino Americans: 500 Years Year of History documentary series. The second screening, Episode 2 of Latino Americans, “Fight for Equal Rights,” will be held on Wednesday, November 18th at 7:00 pm until 9:00 pm in HS 145. There will be an introduction by Dr. Mariana DeSaracho from Saddleback College, and a post-screening presentation and discussion of “Mendez vs. Westminster,” led by emeritus professor Dr. Gilbert Gonzalez from UC Irvine.

Christina Smith announced that the Geography Department will be presenting the Geography of Water Issues Poster Session in SSC 212 on Thursday, December 3, 2015 from 1:30 pm until 2:45 pm. The Geography Department will be providing food and beverages.
Kim Branch-Stewart announced that Health Sciences and Human Services will be hosting a National Alliance on Mental Illness presentation in SSC 212 on Thursday, November 05, 2015 at 7:00 pm.

6. PRESIDENT’S REPORT

See attachment.

7. ADOPTION OF CONSENT CALENDAR ITEMS

A. Curriculum

Fully approved online courses for ATAS, BS, CS, FAMT, HSHS, LA, MSE, OELR, and SBS

Proposed course revisions/deletions for 2016-2017 for BS, FAMT, KNES, LA, MSE, and TCSP

Jeanne Smith moved to adopt the consent calendar items. Ana Maria Cobos seconded the motion.

The Academic Senate voted unanimously to adopt the consent calendar items.

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

Kim Stankovich moved to accept the approval of faculty to sit on committees. Ana Maria Cobos seconded the motion.

The Academic Senate voted unanimously to accept the approval of faculty to sit on committees.

B. Accreditation Update

Bob Cosgrove, Co-Chair of the Accreditation Steering Committee, announced that the Standard 3 and the Standard 4 work groups really need more faculty involvement

Juan Avalos, Co-Chair of the Accreditation Steering Committee, gave the Saddleback College Academic Senate an Accreditation Committee update. Juan stated that to date there has been good collaboration among all Standard work groups and all faculty, administration and staff.
Juan also announced that Dr. Tod Burnett has sent the ACCJC two ‘preference’
dates for the Saddleback College site visit: February 27, 2017 and March 03,
2017.

Frank Gonzalez, Co-Chair of the Standard 4 Work Group, presented the
Academic Senate with a detailed overview of the Standard 4 – Leadership and
Governance part of the ACCJC Accreditation Self-Evaluation. In the overview,
Frank went over the Standard 4 purpose, meeting times and locations, current
Standard 4 team members, and a five part overview of the substance of Standard
4, Leadership and Governance. For more information, see the attached handout.

C. Enrollment Management Update

Kathy Werle, Vice President of Instruction, was absent; therefore, the enrollment
management update was put off until the next regularly scheduled meeting of the
Academic Senate.

D. Academic Senate By-Laws

Blake Stephens, President of the Academic Senate, asked the Academic Senate
members to review and edit the latest version (11) of the proposed new Academic
Senate By-Laws. The Academic Senate found but three (3) minor errors found.

Charlie Myers moved that the Academic Senate replace the Preamble of the
proposed new Academic Senate By-Laws with the Preamble of the California
State Academic Senate, specifically Title 5, Article 2, Section 53200, Academic
Senate Preamble. Deidre Cavazzi seconded the motion.

The Academic Senate voted unanimously to replace the Preamble of the proposed
new Academic Senate By-Laws with the Preamble of the California State
Academic Senate, specifically Title 5, Article 2, Section 53200, Academic Senate
Preamble.

Deidre Cavazzi moved that the Academic Senate delete Article IV, Section G
from the By-Laws. Ana Marie Breslin seconded the motion.

The Academic Senate voted unanimously to delete Article IV, Section G from the
By-Laws.

E. Learning Management System (LMS) Work Group Update

Marina Aminy, Interim Dean of Online Education and Learning Resources,
opened her work group update by clarifying that the LMS Work Group was
formed to go through the steps necessary to help the Saddleback College
community make an educated decision on whether or not to adopt CANVAS as its
learning management system.
Marina invited more faculty to attend the LMS Work Group meetings, and then Marina gave the dates and locations for those meetings. Upon further discussion, Marina agreed to add a Friday or two meeting onto the LMS Work Group schedule and to send an updated schedule to Jeanise Bartiromo who would then send the meeting times and locations to all Academic Senate members.

Marina updated the Academic Senate on the recent activities of the LMS Work Group. For more information on the LMS Work Group and its activities, see the attached handout.

F. Review of Proposed Mission Statement Revision

Charley Myers, Vice President of the Academic Senate, explained to the Academic Senate members that as part of its by-laws, the Academic Senate is obliged to review and to revise as necessary the mission statement annually. This update/revision of the mission statement is important to the accreditation process, particularly with regard to Standard 1. After reviewing the previous version of the mission statement and the proposed version of the mission statement, the Academic Senate was satisfied with the mission statement.

Jeanne Smith moved to approve the new mission statement. Kim Stankovich seconded the motion.

The Academic Senate voted unanimously to approve the new mission statement.

9. NEW BUSINESS

A. 2017-2018 Academic Calendar

Frank Gonzalez, Chair of the Academic Calendar Committee, presented the Academic Senate members with two optional 2017-2018 academic calendars for review and consideration. For more information see the attachments.

B. Committee on Committees Update

Nicole Ortega, Chair of the Committee on Committees, gave the Academic Senate an update on the committee, its work, and its meetings.

The Academic Senate asked Nicole to have her committee meet more regularly in order to update all pertinent information on the Saddleback College committees and to upload that information onto the Saddleback College SharePoint web site.

C. Learning Assistance Projects

Christina Hinkle, Director of the Learning Resource Center Tutoring Center, gave an overview of the three main components that make up the Learning Assistance
Projects: the Basic Skills Initiative, the Student Technical Support, and the Learning Resource Center Tutoring Center.

Discussion ensued.

D. Board Policies and Administrative Regulations

BP 3410 – Nondiscrimination
BP 4161 – Professional Development and Growth
BP 4310 – Duties and Responsibilities of the Department/Academic Chair

Veronica Obermeyer, Vice President of the Academic Senate, presented the Academic Senate with the three Board Policies for review and action.

After discussion, the Academic Senate took the following actions:

Kim Stankovich moved to approve BP 3410 and BP 4161. Ken Brady seconded the motion.

The Academic Senate voted unanimously to approve BP 3410 and BP 4161.

Ana Maria Cobos moved to bring back BP 4310 for further discussion. Jim Repka seconded the motion.

The Academic voted unanimously to bring BP 4310 back for further discussion.

10. COMMITTEE REPORTS

A. Conflict Resolution Recommendations

Charlie Myers, Vice President, presented the Conflict Resolution Recommendations document to the Academic Senate for their review explaining to the Academic Senate members that the document is a living document.

11. REPRESENTATIONAL AREA REPORTS

No report.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association
B. Student Government

Ishav Singh reported that the ASG has been discussing the topic of the proposed future academic calendars. Ishav then explained that the ASG is confused why the student body has never been polled on where they would like the extra week to be placed (i.e., either in a longer summer session/break or in a longer Winter break. The Academic Senate agreed with him, and also explained that the ASG should poll the student body soon as the Academic Senate has to submit academic calendar proposals for the 2017-2018 year sometime in December.

C. Classified Staff

No report.

13. ADJOURNMENT – The meeting was adjourned at 4:00 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 4.A Minutes from October 21, 2015
Agenda Item 6.A President’s Report dated November 4, 2015
Agenda Item 7.A.1 Fully approved online courses for ATAS, BS, CS, FAMT, HSHS, LA, MSE, OELR, SBS
Agenda Item 7.A.2 Proposed curriculum revisions/deletions for 2016-17 for BS, FAMT, KNES, LA, MSE, TCSP
Agenda Item 8.A Approval of Faculty to Sit on Committees dated November 4, 2015
Agenda Item 8.B Accreditation Steering Committee Meeting Notes, October 22, 2015
Agenda Item 8.B Accreditation Standard IV: Leadership and Governance Overview Presentation
Agenda Item 8.B.1 Accreditation Standard I Team Meeting Minutes, October 28, 2015
Agenda Item 8.B.2 Accreditation Standard II Team Meeting Minutes, October 28, 2015
Agenda Item 8.B.3 Accreditation Standard III Team Meeting Notes, October 26, 2015
Agenda Item 8.B.4 Accreditation Standard IV Team Meeting Notes, October 16, 2015
Agenda Item 8.D Academic Senate Bylaws Proposed: 11th Draft
Agenda Item 8.F Proposed Mission Statement Revision
Agenda Item 9.A.1 2017-2018 Academic Calendar Version 1
Agenda Item 9.A.2 2017-2018 Academic Calendar Version 2
Agenda Item 9.D.1 BP 3410 – Nondiscrimination
Agenda Item 9.D.2 BP 4161 – Professional Development and Growth
Agenda Item 9.D.3 BP 4310 – Duties and Responsibilities of the Department/Academic Chair

KEYWORDS