1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

Kathe Werle, Alannah Rosenberg

3. ADOPTION OF AGENDA

Blake Stephens moved that the Academic Senate 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 that the Academic Senate approve the minutes from the previous meeting. Blake Stephens seconded the motion.

The Academic Senate voted to approve the minutes from the last meeting unanimously.

5. PUBLIC COMMENTS

Blake Stephens announced that as of this moment ten (10) people have signed up for this year’s Great Teachers. With the latest attendee numbers, Blake Stephens indicated that there are still twenty-two (22) spaces available. Blake Stephens encouraged all Academic Senate members to reach out to faculty across campus, and especially to new faculty, to encourage them to attend the Great Teachers.

Catherine Hayter announced the Student Success CPR Work Group will hold its first meeting during Professional Development Week on Wednesday, January 11, 2017 from 1:30 pm to 2:30 pm in BGS 250. The CPR Work Group will be focusing on its Strategic Plan Goal 3. For more details, see the Student Success CPR Work Group handout.
6. PRESIDENT’S REPORT

See notes.

7. ADOPTION OF CONSENT CALENDAR ITEMS

1. Gerontology Catalog
2. New Courses KNEA
3. New/Revised Courses 17-18 (see pre-meeting handout via email)

Lindsay Steinriede moved to accept the adoption of the consent calendar items. Deidre Cavazzi 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. Kim Stankovich seconded the motion.

The Academic Senate moved to approves the faculty to sit on committees unanimously.

B. Enrollment Management/Focus Groups/Feedback Strong WorkForce Grant Update

Kathy Werle reported that she conducted three forums and got additional input at several meetings to kick off a conversation about enrollment and educational master planning. A Saddleback College Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis revealed a number of themes that can be positive or negative depending on how they are presented.

These include:

- Saddleback College provides a first rate, high value education at an affordable cost
- Existing community partnerships, increasing in number through Economic Workforce Development
- Breadth of curriculum / Wide variety of programs
Faculty are very engaged, take the lead in innovation of programs and collaborations.

Transfer students are going to a wide range of Universities and Ivy League schools, across the country.

Foundation – Scholarship Program

Far more innovative than other Community Colleges

Cafeteria (low quality food and limited healthy food items)

Parking (lack of and cost of daily parking permit is too high)

Little to no acceleration of basic skills- students are easily discouraged

Students unprepared for college work

Negative “Community College” perception vs. four-year Universities

There is no affordable housing and traffic has deteriorated significantly in recent years, from the north in the afternoons

Saddleback College needs signature events, new programs to market effectively; perhaps an annual theme

At SWOT, participants talked about ideas to improve enrollment at Saddleback and factors that influence student enrollments. The next steps are to identify “low hanging fruit” and work on those things the college can change as a college. Kathy Werle anticipates launching district-wide enrollment management discussions this spring.

C. Accreditation Update/Self-Study Review Feedback

Bob Cosgrove announced that the Accreditation Tri-Chairs would be reporting to the SOCCCD Board of Trustees on Monday, November 14, 2016. The Saddleback College Accreditation Steering Committee are in the process of delivering the initial accreditation self-evaluation to the Board of Trustees’ members, the Interim Chancellor, and to District Services.

Bob Cosgrove also announced that Dr. Tod Burnett has sent an email to all Accreditation Steering Committee members in which he has invited them to an ‘end-of-project’ dinner in gratitude for their hard work on the Accreditation self-evaluation.

Juan Avalos stated that the initial version, a draft of some four hundred (400) pages, of the accreditation self-evaluation has gone to the Board of Trustees for their review in preparation of the Board of Trustees meeting November 14, 2016. Additionally, Juan
Avalos stated that the tri-chairs have also sent a PowerPoint to the Board of Trustees for the meeting.

Juan Avalos informed the Academic Senate that at this stage in the process the co-chairs were focused on linking their evidence to the narrative.

Juan Avalos and Bob Cosgrove announced the Accreditation Steering Committee presentation that will take place immediately following the President’s Breakfast during Professional Development Week in January 2017. At that presentation, the Accreditation Steering Committee expects to handout some flyer or booklet to help educate the faculty, staff, and administration on the accreditation team, the accreditation process, and the accreditation visit.

9. NEW BUSINESS

A. Committee One-Sheet for New/Modified Academic Senate Committee Review

Kim d’Arcy presented the Academic Senate members with a proposed draft of a Committee One-Sheet for New/Modified Academic Senate Committee Review form. Kim d’Arcy explained that the Academic Senate needs to have some semblance of order to their committee formation process, as well as to their committee review process. Kim explained that the proposed Academic Senate Committee One-Sheet for New/Modified Academic Senate Committee Review form is modelled after and parallels the current Saddleback College New Committee form, while addressing the specific characteristics and needs of Academic Senate Committees.

Kim d’Arcy asked the Academic Senate members to take the proposed draft back to their divisions for discussion and return with comments, suggestions, etc., to the next scheduled Academic Senate meeting in two weeks.

B. Senate By-Laws Review

Kim d’Arcy stated that the Academic Senate Executive Team, in reviewing the Academic Senate By-Laws realized that the by-laws needed to be cleaned up in certain areas and needed additions in other areas. To this end, Kim d’Arcy asked the Academic Senate members to review the following sections for these proposed edits and additions as these will come back in two weeks for further discussion and action:

- ARTICLE VI Section 01, Rights of Senators, Subsection D page 09
- ARTICLE VII Section 03, Removal and Recall, Subsection F page 11
- ARTICLE VIII Section 01, Schedule page 12
C. President Search/Attributes

Dan Walsh explained the Timeline for Saddleback College President’s Search 2016-2017.

Discussion ensued.

D. IRB Policy


With the possibility of using the Irvine Valley College IRB samples above, Kim d’Arcy announced that she would like to convene a Task Force to help develop a Saddleback College IRB policy and program.

Discussion ensued.

E. Photo Exam Identification

Jason Hole reviewed the idea of picture rosters as a way of avoiding cheating. Jason Hole announced that Irvine Valley College (IVC), especially the mathematics department, has the same concern on student identification and added that IVC is moving forward on the picture roster idea. Jason would like the Saddleback College Academic Senate to move forward on this issue.

Discussion ensued, especially on the legal question of student or individual privacy. Kim d’Arcy said that she would look into the legal ramifications of a photo exam identification requirement and get back to the Academic Senate.

F. ASCCC Fall Plenary Updates

Blake Stephens reported that he attended a session on the Zero Textbook Cost (ZTC) grant program. Blake Stephens announced that to date, there have been four grants of $35,000.00 for planning and the creation of ZTC degrees or career
technical education certificates and f grants of $150,000.00 for implementing
the ZTC degrees or career technical education certificates.

Paula Jacobs announced she attended a session on common assessment. The
program will be continuing its research through the summer and, thus, there is
no date for implementation.

Darren England added that Saddleback College is one twelve pilot campuses in
the program and it has been determined that there still is not enough data;
therefore, the program will run one more time.

Kim d’Arcy attended the “Ready for Site Visit” session which focused on how
to lower the stress level of all involved in an accreditation site visit. One of the
positive outcomes of this session was the idea of handling out a booklet or
pamphlet that faculty and staff can refer to during the site visit.

Kim d’Arcy also announced that despite strong opposition to the following
resolutions, all three resolutions passed:

15.01, California State University Quantitative Reasoning Task Force
Report

15.02, Approval of Associate Degrees for Transfer That Include Courses
Pending C-ID Approval

18.01, Local Senate Approval for Participation in Multiple Measures
Assessment Project (MMAP)

10. COMMITTEE REPORTS

A. Executive

None

B. Senate Standing Committee

None

C. College, Division & District Committee

Alannah Rosenburg announced that the Honors Program Advisory Group has two
new co-chairs: Scott Farthing and Noreen Smith.
11. REPRESENTATIONAL AREA REPORTS

Deidre Cavazzi announced the Saddleback College 2016 Winter Dance program will be taking place in McKinney Theater Thursday, November 17, 2016 through Saturday, November 19, 2016. The performance will take place at 7:30 pm each evening. Deidre Cavazzi announced that she can probably reserve ‘comp’ tickets for any faculty interested in going to the performance.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Blake Stephens announced that the three incumbents retained their seats on the Board of Trustees in the recent election.

B. Student Government

No report.

C. Classified Staff

Darren England reported that the Classified Senate received enough contributions this year to put together seventy (70) holiday baskets. Darren England reported that the Saddleback College Foundation and private contributors totaled approximately $2,500 in cash with another $200-$300 in gift cards. And Darren England indicated that the Classified Staff would be putting the baskets together this week.

13. ADJOURNMENT – The meeting was adjourned at 3:48 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 6.A President’s Report
Agenda Item 7.A Gerontology Catalog
Agenda Item 7.A New Courses
Agenda Item 8.A.1 Approval of Faculty to sit on Committees List
Agenda Item 9.B Academic Senate By-Laws Proposed Updates
Agenda Item 9.C President Hiring Schedule Proposed
Agenda Item 9.D IRB Agenda
Agenda Item 9.E Photo Exam Identification

KEYWORDS