1. **CALL TO ORDER**

   The meeting was called to order at 2:04 pm.

2. **INTRODUCE AND WELCOME GUESTS**

   Kathy Werle

3. **ADOPTION OF AGENDA**

   Karla Westphal 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**

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

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

5. **PUBLIC COMMENTS**

   Karla Westphal brought up the fact that many people—students, staff, and faculty—are feeling uneasy, unsafe post-election. She was pleased with the “Our Commitment to All” statement published by the Interim Chancellor, Vice Chancellors, and College Presidents. Karla Westphal also announced that the National Education Association (NEA) have a poster pledge, and if anyone is interested she has the link to the poster. Karla Westphal finished by paraphrasing a notice of ‘safe space with free thought’ she has posted in her classroom.
6. PRESIDENT’S REPORT

See Notes.

7. ADOPTION OF CONSENT CALENDAR ITEMS

Proposed New and Revised Curriculum 17-18 Year

Blake Stephens moved to accept the adoption of the consent calendar items. Kim Stankovich 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

Blake Stephens moved to approve the faculty to sit on committees. Dan Walsh seconded the motion.

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

B. Enrollment Management/Strong Workforce Grant Update

Kathy Werle reported that eighty-two percent of existing students have already had registration appointments; yet less than a third have registered for Spring 2017. We are working at getting tools to improve our ability to predict demand when students choose not to register unless they need a class they perceive as likely to close early. We are working with District IT to get scheduling “shopping cart data” and improve waits list as a source of this data.

C. Accreditation Update/Self-Evaluation Review Feedback

As both Juan Avalos and Bob Cosgrove were absent, the Accreditation Update/Self-Evaluation Review Feedback was postponed until the next scheduled Academic Senate meeting.
Kim d’Arcy announced that there was no feedback from the Saddleback College divisions on the Committee One-Sheet for New/Modified Academic Senate Committee Review form. (see Agenda Item 8.D.)

Ana Maria Cobos moved that the Academic Senate accept the Committee One-Sheet for New/Modified Academic Senate Committee form. Jim Repka seconded the motion.

The Academic Senate voted to accept the Committee One-Sheet for New/Modified Academic Senate Committee form unanimously.

Kim d’Arcy led the Academic Senate members through a page-by-page, article-by-article, line-by-line straw vote of the proposed Academic Senate By-Law changes. The Academic Senate accepted each of the following proposed changes by straw votes:

ARTICLE VI Rights of Senators and Alternates
   Section 01, Rights of Senators,
      Subsection D page 09

ARTICLE VII Election and Replacement of Officers
   Section 03, Removal and Recall,
      Subsection E page 11
      Subsection F page 11

ARTICLE VIII Meetings
   Section 01, Schedule page 12
   Section 03, Quorum page 12

ARTICLE IX Committees
   Section 01, Eligibility page 15
   Section 03, Standing Committees page 15
   Section 06, College/District Committees page 17
   Section 09, By-Laws page 17
   Section 11, Modification/Review Process page 17
Blake Stephens moved that the Academic Senate approved the changes to the Academic Senate By-Laws as just accepted by straw vote. April Cubbage seconded the motion.

The Academic Senate voted to approve the changes to the Academic Senate By-Laws as just accepted by straw vote unanimously.

Members of the Academic Senate brought up an apparent confusion with ARTICLE V, Election of Senators and Alternates, Section 1, Elections, Term. The Academic Senate decided to bring this item back for clarification and possible changes at its next scheduled meeting.

**F. President Search Attributes**

Kim d’Arcy asked the Academic Senate members if they had any feedback from their division either on the attributes they would like to see in the next Saddleback College President or in the Saddleback College Search Team Timeline.

Orly Nin conveyed the following attributes her division would like to see in the next Saddleback College President:

1. Someone with faculty experience, preferably in a California Community College
2. Someone with excellent oral and written communication skills
3. Someone who has experience working with shared governance/unions/senates
4. Someone who is good at building community connections
5. Someone who is sensitive to under-served populations and is diversity focused
6. Someone who is collegial, but willing to take a strong stance when needed
7. Someone who is able to promote the college within the community and build a “brand” for the college
8. Someone who has a clear vision and can articulate it

**G. Photo Exam Identification**

Kim d’Arcy informed the members of the Academic Senate that she had approached the Vice Chancellor on the question legal questions surrounding the idea of a student photo exam identification. Kim d’Arcy is waiting for the Vice Chancellor to get back to her.
9. NEW BUSINESS

A. LMS Process Proposal

Brett Myhren and April Cubbage presented the members of the Academic Senate with the LMS Task Force proposed process for evaluating the LMS platforms. For details on the presentation, refer to Agenda Item 9.A.

After ensuing discussion, Blake Stephens moved that the LMS Process Proposal be tabled until the next Academic Senate scheduled meeting. Ken Brady seconded the motion.

The Academic Senate voted to table the LMS Process Proposal unanimously.

B. Lecture Capture

Anthony Maciel and Glen Stevenson presented the members of the Academic Senate with an overview of Echo360, a video and screen recording software that integrates video with student engagement and learner statistics. The purpose of the presentation was to get the support of the Academic Senate for Technology Services to test this software.

Discussion ensued.

C. Final Exam Board Policy Review

April Cubbage presented the members of the Academic Senate with the proposed word changing in BP 6160, Final Examinations.

Karla Westphal moved to approve the word changes to BP 6160, Final Examinations. Dan Walsh seconded the motion.

The Academic Senate voted to approve the word changes to BP 6160, Final Examinations unanimously.

D. Occupational Skills Award Wording Revision

Dan Walsh presented the Occupational Skills Award proposed wording revisions on behalf of June Millovich.

Dan Walsh moved to accept the proposed wording revisions to the Occupational Skills Award. Carrie Danko seconded the motion.

The Academic Senate voted to accept the proposed wording revisions to the Occupational Skills Award unanimously.
E. Great Teachers Seminar

Blake Stephens reported that as of today there are four (4) spots available for the upcoming Great Teachers Seminar. Blake Stephens encouraged anyone interested in attending the seminar to contact him as soon as possible.

10. COMMITTEE REPORTS

A. Executive

No report.

B. Senate Standing Committee

No report.

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

Jaime Washburn reported that the Associated Student Government (ASG) is again partnering Adopt a Family for the holidays. Jaime Washburn explained that Adopt a Family is a list of families that go to Saddleback College that do not have the finances to provide Christmas presents for their children. Adopt a Family creates the opportunity for members of the Saddleback College community to help fellow Saddleback College members by donating presents from the children's Christmas list. Jaime Washburn encouraged anyone interested in contributing to this worthy cause to contact her, or to contact Student Development.

C. Classified Staff

No report.
13. ADJOURNMENT – The meeting was adjourned at 3:58 p.m.

Agenda Item 6.A – President’s Report
Agenda Item 7.A - New/Revised Courses for 2017-2018
Agenda Item 8.A.1 – Approval of Faculty to Sit on Committees
Agenda Item 8.D – Committee One Sheet
Agenda Item 8.D – Committee By-Laws Template
Agenda Item 8.E – Academic Senate By-Laws
Agenda Item 9.C – BP-6160 Final Examinations
Agenda Item 9.D – Revision to Occupational Skills Award
Agenda Item 9.D – Catalog Pg OSA

KEYWORDS