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<th>Senate Officers:</th>
<th>Kinesiology &amp; Athletics</th>
<th>Liberal Arts</th>
<th>Math, Science &amp; Engineering</th>
<th>Online Educat &amp; Learning Resources</th>
<th>Social and Behavioral Sciences</th>
<th>Transfer, Career &amp; Special Programs</th>
<th>Shared Governance Group Representative</th>
<th>Visitors and Other Guests</th>
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<td>Dan Walsh, President</td>
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<td>Ana Maria Cobos</td>
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<td>Kim d’Arcy, Psy.D., Vice President</td>
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<td>Ken Brady, Ph.D., Secretary</td>
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<td>Suzanne Hewitt</td>
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<td>Dennis Stachelski, Classified Senate</td>
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<td>Lydia Natoolo, ASG</td>
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<td>Kathy Werle, Sharon Taylor, Anibal Santos,</td>
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<td>Pat McGinley</td>
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<td>Kolin Williams, Jeanne Harris-Caldwell,</td>
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<td>Diane Pestolesi</td>
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<td>Frank Gonzalez</td>
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**SADDLEBACK COLLEGE – ACADEMIC SENATE**

**MINUTES**

December 10, 2014

2:00 p.m. to 3:15 p.m.

President’s Conference Room AGB 106

Senate Officers:

- Dan Walsh, President
- Kim d’Arcy, Psy.D., Vice President
- Charlie Myers, Vice President
- Blake Stephens, AIA, President Elect
- Ken Brady, Ph.D., Secretary
- Ken Brady, Ph.D., Secretary
- Ken Brady, Ph.D., Secretary

Senators:

- Advanced Tech & Applied Science
  - Suzanne Hewitt
  - Arlene Thomas
- Associate Faculty
  - Don Bowman
  - Scott Fredrickson
- Business Science and Econ & Wkfc Dev
  - Penny Skaff
  - Penny Skaff
- Counseling Services
  - Sharon Nussenbaum
  - Penny Skaff
- Emeritus Institute
  - Larissa Roostee (Fall)
- Fine Arts & Media Technology
  - Ryan Even (Spring)
  - Veronica Obermeyer (Fall)
  - Tom O’Leary
- Health Sciences & Human Services
  - Kim Branch-Stewart
  - Pat McGinley
  - Diane Pestolesi
  - Linda Call (alternate)

**Kinesiology & Athletics**

- Present

**Liberal Arts**

- Present

**Math, Science & Engineering**

- Present

**Online Educat & Learning Resources**

- Present

**Social and Behavioral Sciences**

- Present

**Transfer, Career & Special Programs**

- Present

**Shared Governance Group Representative**

- Present

**Visitors and Other Guests**

- Present
1. CALL TO ORDER

The meeting was called to order at 2:00 pm.

2. INTRODUCE AND WELCOME GUESTS

Dan Walsh, President of the Academic Senate, welcomed Sharon Taylor, Anibal Santos and Kolin Williams.

3. ADOPTION OF AGENDA

Jeanne Smith moved to adopt the agenda. Michelle Duffy seconded the motion.

The Academic Senate approved the motion to adopt the agenda unanimously.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Jeanne Smith moved to adopt the minutes from the previous meeting. Suzanne Hewitt seconded the motion.

The Academic Senate approved the motion to adopt the minutes from the previous meeting unanimously.

5. PUBLIC COMMENTS

Kolin Williams explained how the academic calendar would or could affect veterans on campus. With the 3+1 winter break, veterans benefits are cut by one-third (1/3) in January and by two-thirds (2/3) in February. Therefore, Kolin stated that the Veterans’ Center is urging the Academic Senate, and the College and District, to adopt the shorter 2+1 winter break, along with the twelve (12) week summer.

Kathy Werle, Vice President of Instruction, announced that the Strategic Plan draft is going to PBSC on Thursday, December 11. Kathy then explained the basic timeline the Strategic Plan draft would travel from PBSC to its final approval in February.

Georgina Guy announced that the Student Equity Plan is going for revision and on Monday, December 15, will go to the Board of Directors for final approval.

Diane Pestolesi sadly announced that Kay Lynnette Stevens, professor and department chair of the medical assistant program and insurance and coding, unexpectedly passed away on Tuesday, December 09, 2014.
Kay joined the Saddleback College faculty in 1978 as an adjunct instructor and became a full-time instructor in 1990. She became an emeritus instructor fifteen (15) years later, and remained as adjunct and department chair of medical assisting until her passing.

Prior to joining the faculty at Saddleback College, Kay worked at hospitals and as a critical care nurse and clinical educator. She also worked as a program coordinator teaching a variety of allied health courses to high school students and adults. She was a professional development consultant and a health careers master teacher trainer for the California State University Consortium and for the California Polytechnic State University for ten (10) years. She has authored several textbooks and been the creator and editor of several additional texts in the health sciences.

Dan Walsh, the Executive Board, and the Academic Senators assured Diane that our thoughts and condolences go out to Kay’s family, friends, colleagues, and students. She will be greatly missed.

Professor Kay Stevens’ memorial services, “The Celebration of Kay Stevens’ Life,” will be held on Friday, December 19 2014, at the following times and locations:

Memorial Service:
1:00 p.m.
Laguna Country United Methodist Church
24442 Moulton Pkwy
Laguna Woods, CA 92637

Internment:
11:00 a.m.
El Toro Memorial Park
25751 Trabuco Road
Lake Forest, CA 92630

Lunch will be provided following the Memorial Service.

6. PRESIDENT’S REPORT

A. Bob Cosgrove asked Dan Walsh to announce that the Accreditation Steering Group is still accepting volunteers. Dan asked the Senators to bring this request to their respective Divisions and Departments.

B. Dan Walsh announced that the DE Committee is indeed alive and well, and is making a comeback. The DE Committee is looking for a Chairperson.
C. Concerning the Tenure Review procedure of FAA, Dan Walsh stated that comments from faculty need to be received either by him or by the FAA Chair soon.

D. Dan Walsh announced that today’s meeting is planned to end at 3:15 pm so that all administration, faculty, and staff can attend the annual Holiday Open House.

7. ADOPTION OF CONSENT CALENDAR ITEMS

There were no Consent Calendar Items.

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

There was one minor faculty adjustment to the committees’ memberships.

Kim Stankovich moved to approve the changes to the Faculty to Sit on Committees. Georgina Guy seconded the motion.

The Academic Senate approved the motion to approve the changes to the Faculty to Sit on Committees meeting unanimously.

B. Curriculum Committee

June Millovich reported that the restructuring of the Curriculum Committee has been approved with the idea of adding additional specialists and faculty to its volume. The new structure will entail the Chair as the head and four (4) specialists working under the Chair (two (2) curriculum specialists and two (2) program specialists). The workload of the new positions will be approximately six (6) hours per week and each will carry an appropriate stipend. There is training required for any interested volunteer. Please see June Millovich for details.

C. Academic Calendar 2016-2017

There was more discussion on the possible negative impacts one Academic Calendar could have over another on various schools, divisions, departments, and programs.

Jeanne Smith made a motion that Patricia McGinley seconded, but Jeanne Smith later withdrew her motion without prejudice.
Blake Stephens made a motion to table further discussion and action on the Academic Calendar 2016-2017 item until the next Academic Senate meeting. Kim d’Arcy seconded the motion.

The Academic Senate approved the motion to table further discussion and action on the Academic Calendar 2016-2017 item until the next Academic Senate meeting.

D. Academic Senate By-Laws

Howard Gensler explained some of the changes he made in the third (3rd) version of his revision Committee or Sub-Committee working on the revisions and announced that the role of the Committee would be set in January 2015.

9. NEW BUSINESS

A. Drug Alcohol Prevention and Intervention Advisory Committee

Jeanne Harris-Caldwell began the DAPIAC report with a brief historical overview for the Academic Senate. In 2012, President Todd Burnett announced the formation of a multi-disciplinary committee to address student drug and alcohol use on campus.

The efforts of the committee have resulted in the formation of two (2) student support groups on campus: the All Fellowship Support Group and the Veterans Support Group. The All Fellowship Support Group meets weekly every Wednesday from 12:00 noon to 1:00 pm in BGS 135. The Veterans Support Group meets in the Veterans Center every Monday from 4:30 pm to 6:00 pm.

In an effort to disseminate this information campus-wide, the DAPIAC would like the Academic Senators to distribute this information in their respective Divisions and Departments.

10. COMMITTEE REPORTS

A. Executive

No report.

B. College/Senate Committees

No report.
11. REPRESENTATIONAL AREA REPORTS

No report.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

No report.

B. Student Government

No report.

C. Classified Senate

No report.

13. ADJOURNMENT – The meeting was adjourned at 3:16 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

- Agenda Item 4.A Minutes from November 19, 2014
- Agenda Item 8.A Approval of Faculty to Sit on Committees on December 10, 2014
- Agenda Item 8.C.1 Academic Calendar 2016-2017, Option 1
- Agenda Item 8.C.2 Academic Calendar 2016-2017, Option 2
- Agenda Item 8.D.1 Academic Senate Bylaws Preamble Draft proposed by Howard Gensler
- Agenda Item 8.D.2 Academic Senate Bylaws 3rd Draft proposed by Howard Gensler
- Agenda Item 10.B Student Success Committee Handout

KEYWORDS