# SADDLEBACK COLLEGE – ACADEMIC SENATE

## MINUTES

March 8, 2017
2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

### Senate Officers:

<table>
<thead>
<tr>
<th>Officer</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim d’Arcy, Psy.D., President</td>
<td>Absent</td>
</tr>
<tr>
<td>Charlie Myers, Vice President</td>
<td>Absent</td>
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<tr>
<td>Paula Jacobs, Vice President</td>
<td>Present</td>
</tr>
<tr>
<td>Dan Walsh, Vice President Elect</td>
<td>Present</td>
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<tr>
<td>Blake Stephens, AIA, Past President</td>
<td>Present</td>
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<tr>
<td>Ken Brady, Ph.D., Secretary</td>
<td>Present</td>
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</tbody>
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### Departments:

#### Advanced Tech & Applied Science
- Lem Chin: Present
- Arlene Thomas: Present

#### Associate Faculty
- Dana Jean Smith: Absent
- Christopher Paquette: Present
- Karyn Bower: Present

#### Econ & Wkforce Dev and Bus Science
- Don Bowman: Present
- Scott Fredrickson: Present

#### Counseling Services
- Sharon Nussenbaum: Present
- Lisa Tran: Absent

#### Community Ed, Emeritus Inst & K-12
- Lesley Lowe: Present
- Annie Gilbert (alt): Present

#### Fine Arts & Media Technology
- Ryan Even: Absent
- Tom O’Leary: Absent
- Kim Stankovich: Present

#### Health Sciences & Human Services
- Kim Branch-Stewart: Present
- Jodi Caggiano: Present
- Carrie Danko: Present

#### Kinesiology & Athletics
- Deidre Cavazzi: Absent
- Lindsay Steinriede: Present

#### Liberal Arts
- Jan Bagwell: Absent
- Michelle Duffy: Present
- Bruce Gilman (Spring): Present
- Catherine Hayter (Fall): Present

#### Math, Science & Engineering
- Sam Abbas (Spring): Absent
- Jason Hole: Present
- Marcelo Pires (Fall): Present
- Jim Repka: Present
- Jacob Tracy (Spring): Present
- Karla Westphal (Fall): Present

#### Online Educat & Learning Resources
- Ana Maria Cobos: Present

#### Social and Behavioral Sciences
- April Cubbage: Absent
- Brenda Plascencia-Carrizosa: Present
- Christina Smith: Present
- Erica Vogel: Present
- Maureen Smith (alt): Present

#### Transfer, Career & Special Programs
- Ann Marie Breslin: Present

#### Shared Governance Group Representative
- Craig Connor, Class. Senate Pres.: Absent
- Darren England, Class. Senate VP1: Present
- Jamie Washburn, ASG Student Rep: Present

#### Visitors and Other Guests
- Kathy Werle, Karima Feldhus, Bob Cosgrove, Barbara Cox, Steve Handa, June Millovich: Present
1. **CALL TO ORDER**

   The meeting was called to order at 2:01 pm.

2. **INTRODUCE AND WELCOME GUESTS**

   Kathy Werle, Karima Feldhus, Bob Cosgrove, Barbara Cox, Steve Handa, June Millovich

3. **ADOPTION OF AGENDA**

   Dan Walsh 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**

   Jim Repka moved that the Academic Senate approve the minutes from the previous meeting. Ana Maria Cobos seconded the motion.

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

5. **PUBLIC COMMENTS**

   Bruce Gilman announced that the Saddleback College Student Success Coordinating Committee and the Office of Instruction are inviting all interested faculty to join the Guided Pathways College Inquiry Group. The group has established a meeting schedule for Wednesdays from 1:30 pm to 3:30 pm. For details, see the Guided Pathways College Inquiry Group flyer.

6. **PRESIDENT’S REPORT**

   See notes.

7. **ADOPTION OF CONSENT CALENDAR ITEMS**

   **A. Curriculum:**

   **Revised Curriculum for AY 2017-2018 (ATAS, FAMT, and KNES)**
   **Revised Curriculum for AY 2018-2019 (MSE)**

   Ana Maria Cobos moved that the Academic Senate adopt the consent curriculum calendar items. Carrie Danko seconded the motion.

   The Academic Senate adopted the consent curriculum calendar items unanimously.
B. Program Reviews:

**Reading**

**Sociology**

Ana Maria Cobos moved that the Academic Senate adopt the consent program review calendar items. Kim Stankovich seconded the motion.

The Academic Senate adopted the consent curriculum calendar items unanimously.

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

Ana Maria Cobos moved that the Academic Senate approve the proposed additions and changes to the Faculty to Sit on Committees. Ann Marie Breslin seconded the motion.

The Academic Senate approved the proposed additions and changes to the Faculty to Sit on Committees unanimously.

B. Accreditation Visit Debrief

Bob Cosgrove announced the following ‘commendations’ the ACCJC Visiting Site Team made at the end of their accreditation visit to Saddleback College:

- A special commendation for our “student-centered” approach to learning and to student services.
- Our exemplary tutoring program –embedded LRC tutoring and online assistance.
- Our maintenance and ground staff for an “aesthetically pleasing campus.”
- A commendation to the college and “…especially the counseling center for collaborating with District IT “…to develop student helpful tools, such as the Cranium Café and My Academic Plan (MAP).”
- Our high quality Emeritus Institute with over 6,000 students.
- Our recognition as a Community Emergency Response Team (CERT).
- Our ‘innovative’ Faculty Center for Student Success.
- Our Board of Trustees for its on-going training for accreditation.
- Our District Planning and Decision-making Manual developed through our shared governance process.

Bob Cosgrove also announced the visiting team’s recommendations, two Saddleback College and one for the South Orange County Community College District.
The visiting team stated that “…to better meet our accreditation standards, Saddleback College needs to—

- Develop a “…more consistent mechanism so that program reviews are up to date and have action and completion dates.”
- Develop a “…central mechanism for student access to course syllabi and demonstration of SLOs to show student progress.”

The visiting team stated that “…to better meet our accreditation standards, South Orange County Community College District needs to—

- “Implement a system for evaluating all personnel systematically.”

C. Enrollment Management

Kathy Werle announced there was no Enrollment Management report today.

D. Department Chair Handbook – Chair Selection Process

Dan Walsh provided the Academic Senate members with a copy of the old “Chair Selection Process” as published in the last Department Chair Handbook. Dan Walsh explained that the current “Chair Selection Process” needs to re-written and updated as it fails to include new material the result of the new College-Faculty contract, and that the current “Chair Selection Process” was written without faculty input.

Dan Walsh explained that it was important to rewrite the selection process as soon as possible so that Saddleback College departments have the new selection process version in time for their annual department selections in the Fall.

To these ends, Dan Walsh offered up a draft he developed that, while the wording may be premature in certain areas, the draft covered the salient points Dan Walsh explained above.

Dan Walsh also explained that there was a differing opinion between the Academic Senate and the Office of Instruction on under whose purview the chair selection process falls. The Academic Senate understands the chair selection process to be umbrellaed by 10+1. Whereas, the Office of Instruction believes the chair selection process falls under the privilege of the Deans’ ‘right of assignment.’

Discussion ensued at the end of which the Academic Senate asked Dan Walsh to take the proposed “Chair Selection Process” draft back to edit, update, and rewrite, and to return with the edited version at the Academic Senate’s next regularly scheduled meeting.
E. Academic Senate Elections

Blake Stephens announced the following people had accepted nominations for the following positions:

- President Elect
  - Howard Gensler
  - Blake Stephens

- Vice President (2)
  - Scott Fredrickson
  - Bruce Gilman
  - Kim Stankovich

- Secretary
  - Christopher Paquette

9. NEW BUSINESS

A. Assessment on Prior Learning (APL)

Steve Handa offered the Academic Senate members an historical overview of the Assessment on Prior Learning (APL), which ended at Saddleback College in 2005.

After offering many reasons for considering reviving the program, Steve Handa was directed to the Saddleback College Curriculum Committee as the appropriate ‘first step’ in the revival efforts for APL.

B. Saddleback College Foundation 17th Annual Gala

Don Rickner, with assistance from Erin McHenry, gave an overview of the Saddleback College Foundation’s fundraising efforts and subsequent student scholarship results. Don Rickner and Erin McHenry then explained the Saddleback College Foundation 17th Annual Gala, to be held on Saturday, April 01, 2017, at the Ritz-Carlton Hotel in Laguna Niguel, California. For details, see the Saddleback College Foundation packet and envelope.

C. Title IX Training

Saddleback College Police Chief Pat Higa presented the Academic Senate members with a comprehensive Title IX overview. For more information, see the Application of Title IX and Clery ppt handout.

D. Academic Senate Reminder

Blake Stephens reminded the Academic Senate members that because the next regularly scheduled Academic Senate meeting falls during the Saddleback College Spring Break, the next Academic Senate meeting will be held on Wednesday, March 29, 2017 from 2:00 pm to 4:00 pm in the AGB Conference Room.
10. COMMITTEE REPORTS

A. Executive

Dan Walsh announced that the Community Education Office, Adult Education is looking for faculty to work on a hiring committee for ESL instructors. If interested, contact Dan Walsh or Dr. Estella Castillo-Garrison.

B. Senate Standing Committee

No report.

C. College, Division & District Committee

No report.

11. REPRESENTATIONAL AREA REPORTS

Brenda Plascencia-Carrizosa announced that the Committee on Culturally Responsive Teaching and Learning, in partnership with the Institute for Teaching and Learning, will be presenting a workshop, Presenting Safe Spaces for Sexual and Gender Minorities. The event will take place Wednesday, March 15, 2017 from 2:00 pm to 4:00 pm in LRC 314. If interested, RSVP rgarcia43@saddleback.edu.

Dan Walsh announced that the Academic Calendar Committee needs one more faculty member to attend the District Academic Calendar Committee meeting.

Kim Stankovich thanked everyone for their efforts in getting SLOs on their syllabi and in TracDat.

Lisa Tran announced the counselling’s annual Major Event will be taking place on Thursday, April 20, 2017 from 11:00 am to 1:00 pm and from 5:00 pm to 7:00 pm. For details, see flyer.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Blake Stephens announced that the Faculty Association has begun negotiations on the next contract. Blake Stephens explained that while this is only the beginning stage of negotiations, the work gets more intense around January 18, 2018.

Blake Stephens encouraged anyone to contact him if he or she had a point they wanted the Faculty Association to consider in the negotiations.
B. Student Government

Jamie Washburn announced that there were two more panel sessions in the ASB #Use Your Voice workshops.

Jamie Washburn announced that the election period for next year’s ASB officers will be March 28, 2017 through March 30, 2017. There will be a forum on March 18, 2017 for students to learn about the candidates.

C. Classified Staff

Darren England announced that Senior Day will be on March 16, 2016 from 11:00 pm to 2:00 pm in the Upper Quad. There will be an In-n-Out Burger truck.

Darren England also announced that the Classified Staff will be accepting student scholarship applications on their website beginning Friday, March 10, 2016. The Classified Staff will be accepting applications for about a month. Scholarships range up to $500.00.

13. ADJOURNMENT – The meeting was adjourned at 3:46 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 4.A Minutes from February 22, 2017
Agenda Item 6.A President’s Report March 8, 2017
Agenda Item 7.A.1 Proposed Curriculum Revisions AY 2017-2018 (ATAS, FAMT & KNES)
Agenda Item 7.A.2 Proposed Curriculum Revisions AY 2018-2019 (MSE)
Agenda Item 8.A Approval of Faculty to Sit on Committees dated March 8, 2017
Agenda Item 8.D Guidelines for Selecting Department Chair
Agenda Item 9.A Saddleback College General Counseling Division Assessment of Prior Learning (APL) Exploration, 2/13/17 PS
Agenda Item 9.C Application of Title IX and Clery (Roles & Responsibilities), Patrick M. Higa, Chief of Police, 3/2/2017
Flyer: Guided Pathways College Inquiry Group (a workgroup of the Student Success Coordinating Committee)
Flyer: You’re Invited to the Major Event!

KEYWORDS