**SADDLEBACK COLLEGE – ACADEMIC SENATE**

**MINUTES**

**September 20, 2017**

2:00 p.m. to 4:00 p.m.

President’s Conference Room AGB 106

<table>
<thead>
<tr>
<th>Senate Officers:</th>
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<th>Kinesiology &amp; Athletics</th>
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<tbody>
<tr>
<td>Dan Walsh, President</td>
<td>Present</td>
<td>Deidre Cavazzi</td>
<td>Present</td>
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<tr>
<td>Bruce Gilman, Ph.D., Vice President</td>
<td>Present</td>
<td>Lindsay Steinriede</td>
<td>Present</td>
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<td>Kim Stankovich, Vice President</td>
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<tr>
<td>Blake Stephens, AIA, President Elect</td>
<td>Present</td>
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<tr>
<td>Vacant, Past President</td>
<td>Absent</td>
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<tr>
<td>Vacant, Secretary</td>
<td>Absent</td>
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| Advanced Tech & Applied Science |  |  |  |
| Morgan Barrows | Present |  |  |
| Ken Lee | Present |  |  |

| Associate Faculty |  | Liberal Arts |  |
| Dana Jean Smith | Present | Michelle Duffy | Present |
| Karyn Bower | Present | Jennifer Hedgecock | Present |

| Econ & Wkforce Dev and Bus Science |  | Math, Science & Engineering |  |
| Don Bowman | Absent | Ed Haley | Present |
| Scott Fredrickson | Present | Jason Hole | Absent |

| Counseling Services |  | Social and Behavioral Sciences |  |
| Maryam Azary | Absent | Brenda Plascencia-Carrizosa | Present |
| Lisa Tran | Absent | Christina Smith | Present |
| David Francisco (alt) | Present | Erica Vogel | Present |

| Community Ed, Emeritus Inst & K-12 |  | Student Equity & Special Programs |  |
| Jill Ibbotson | Present | Ann Marie Breslin | Present |

| Fine Arts & Media Technology |  | Shared Governance Group Representative |  |
| Ryan Even | Absent | Craig Connor, Class. Senate Pres. | Absent |
| Charlie Myers | Present | Darren England, Class. Senate VP1 | Present |
| Heidi Ochoa | Present | Maya Fransz-Myers, ASG Stud. Rep | Present |

| Health Sciences & Human Services |  | Visitors and Other Guests |  |
| Kim Branch-Stewart | Present | Denise Whittaker, Kathy Werle, Juan Avalos, |  |
| Jodi Caggiano | Present | Karima Feldhus, Alannah Rosenberg, |  |
| Carrie Danko | Present | Sara Gonzalez, Michelle Weckerly |  |

| Online Educat & Learning Resources |  |  |  |
|  |  | Jenny Langrell | Present |

| Shared Governance Group Representative |  |  |  |
|  |  |  |  |

| Visitors and Other Guests |  |  |  |
|  |  |  |  |

|  |  |  |  |
1. CALL TO ORDER
The meeting was called to order at 2:00 pm.

2. INTRODUCE AND WELCOME GUESTS
Denise Whittaker, Kathy Werle, Juan Avalos, Karima Feldhus, Alannah Rosenberg, Sara Gonzalez, Michelle Weckerly. New senators Femia Scarfone (LA), David Francisco (alt CS), and Morgan Barrows (ATAS)

3. ADOPTION OF AGENDA
Blake Stephens moved to adopt the agenda. Charlie Myers seconded the motion. The Academic Senate unanimously approved the adoption of the agenda with the exception of Agenda Item 9.A.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING
Line 160 amended to say Jodi Caggiano seconded. Line 250 amended to say NAEC. Jodi Caggiano moved to adopt the minutes from the previous meeting. Blake Stephens seconded. The Academic Senate voted to approve the minutes with the amended language change unanimously.

5. PUBLIC COMMENTS
None

6. PRESIDENT’S REPORT
(See President’s Report, Agenda Item 6.A)

7. ADOPTION OF CONSENT CALENDAR ITEMS
(See Agenda Item 7.A)
Jodie Caggiano moved that the Academic Senate adopt the Consent Calendar items. Deidre Cavazzi seconded the motion. The Academic Senate voted to approve the Consent Calendar items unanimously.

8. OLD BUSINESS
A. Approval of Faculty to Sit on Committees
Dan Walsh pointed out the new format of the list of Faculty to Sit on Committees. Due to expense, two stars will now indicate additions.
Brenda Plascencia-Carrizosa inquired if individuals who have not attended meetings should be removed from the list. Dan Walsh replied that they should be kept on the committee, the absence should be noted in the minutes, and the chair should try to contact the faculty member.

Scott Fredrickson posed a question about the role of deans in enforcing committee participation. It was determined that deans do not have a role in faculty contractual work and that college service hours do not have to be completed through committee work. Jodi Caggiano also noted that faculty are asked to report committee work and college service hours when evaluated.

Lindsay Steinriede motioned to approve the Saddleback College Academic Senate Approval of Faculty to Sit on Committees, amending attendee’s suggestions for adds, deletions, and edits. Carrie Danko seconded the motion.

The Academic Senate voted to approve unanimously.

**B. Enrollment Management**

Kathy Werle reported that numbers are up. The current focus is on our second eight-week course offerings.

**C. Academic Senate Election Results: Secretary and PT Faculty Senators**

Dan Walsh announced that elections closed. The following results were given:
- Academic Secretary - Michelle Duffy;
- Part-time Faculty Senators - Michelle Weckerly, Dana Jean Smith, Sara Gonzalez, and Karyn Bower.

**D. Faculty Development Funding Committee By-Laws (Projects)**

Dan Walsh reported that the Professional Development Funding Request form has been modified for Project (see Agenda Item 8.D). An edit was suggested for Part C that still references # of days at a conference.

Scott Fredrickson inquired about use of Senate, state, federal, grant funds for professional development. Interim President Denise Whittaker responded that the State Chancellor’s office has recommended that no funds (state or federal) monies be used to travel to states that are discriminatory toward LBGT issues.

**9. NEW BUSINESS**

**A. Integrated Plan for BSI, SEP, and SSSP**

The presenters were unavailable at the time scheduled so the item was pulled from the agenda.
B. BPARC (Board Policy and Administrative Regulation Advisory Council)

Dan Walsh brought the following Board Policies and Administrative Regulations forward for information:

AR 5520 Shower Facilities for Homeless Students
BP 5520 Shower Facilities for Homeless Students
AR 3XXX Internal Audit - Charter
BP 3XXX Internal Audit
AR 32XX District Driver and Vehicle Use Policy
BP 4009 Drivers - Sponsored Activities

Discussion ensued.

C. Resolution Regarding District Involvement

Dan Walsh shared the Resolution to Create a More Supportive Role for District Services in Instructional Areas of the College which seeks faculty involvement in the decision making when such decisions directly impact instructional areas. Concerns were voiced about policy changes being implemented without faculty being advised. Additional concerns were voiced about regulations being overly dogmatic and not supportive of an innovative learning environment.

Discussion ensued.

Dan Walsh asked for either a motion to table or a motion to adopt. Blake Stephens motioned to adopt the Resolution to Create a More Supportive Role for District Services in Instructional Areas of the College (see Agenda Item 9.C). Bruce Gilman seconded the motion. The Academic Senate voted to adopt the resolution unanimously.

D. Full-Time Faculty Hiring Prioritization Results

Bruce Gilman reported that a decision was made on Monday to delay the vote until next Monday, September 25th at 2pm.

E. Resolution in Support of Instructional Space and Accessibility to ATAS Building Site

Dan Walsh introduced the Resolution in Support of Instructional Space and Accessibility to ATAS Building Site (see Agenda Item 9.E) noting that faculty involvement in the building’s location has been limited. Blake Stephens added that the architects initially told district services that the wrong location had been selected. At this time, there are obvious issues with the current site (noted within the resolution) that have not been resolved.

Discussed ensued.

Resolution will come back in two weeks.
10. COMMITTEE REPORTS

A. Executive

Dan Walsh apologized that no candidate statements were provided for the recent Academic Senate elections. The election came up quickly and this was an oversight.

B. College/Senate Standing Committees

Alannah Rosenberg reported that the Honors Board has approved new transfer agreements. Transfer rates- UCLA 90%, UCI 90%, and UCI honors to honors 100%. UC Riverside is focusing on undergraduate research across campus and the Honors Board would like to help train students. November 3- mini conference at IVC for students to present or volunteer. November 18- Southern California Conference for undergraduate research; Honors will pay registration fees for presenters at Cal Poly Pomona; Alannah will come present information to your class if interested; Deadline for abstract is at the end of October.

Darren England reported for Student Success and noted that applications for high school seniors will open on October 1st and be open to high school students only from October 1st- November 30th; The deadline for Freshman Advantage is February 13th, 2018.

Kim Stankovich reported for EPA. SLO results were to be entered into TracDat by Friday, September 15th. She emphasized that the reporting year should be 2016-2017 and that the reporting is a three step process: results, use of results, and why you think you got the results. The ACCJC report is due in one year so please email Kim if you are having difficulty with SLO reporting. Moving forward, check that you have 3-5 SLOs, archive old/bad ones, mark others as to be assessed. Archived ones will stay visible so that the data is still available. If you did not offer a course over the past year, no SLO results need to be entered. Directions were emailed. See Kim if you need them again.

Brenda Plascencia- Carrizosa reported for the Committee on Culturally Responsive Teaching and Learning. They are gathering information on trends and what other community colleges and states are doing. They hope to hold a session for faculty in the upcoming month. Some committee members attended a poverty simulation and a discussion will be held on how poverty impacts students.

11. REPRESENTATIONAL AREA REPORTS

No report.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Blake Stephens reported that the Faculty Association is deciding which issues to sunshine. In addition, he shared that consultants are going door-to-door regarding electronic locks. Exterior
doors are first, then interior. At this time, the inclusion of all campus doors including the village has not been determined.

B. Student Government

Associated Student Government (ASG) Representative, Maya Fransz-Myers, shared that there will be a Blood Drive on campus September 26-28. Additionally, October is Mental Health awareness month and the ASG will be working with Health Services and Campus Police with a focus on diversity issue. She also noted an ASG Sustainability committee is currently being formed.

C. Classified Staff

Darren England shared that the Classified Staff had their luncheon last Friday. In addition, a new Classified Senate Star participation program was started where any classified employee who serves as a representative on a committee receives a gold star. Finally, the Veteran basket collection is coming up.

13. ADJOURNMENT

Dan Walsh adjourned the meeting at 3:40 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 4.A Minutes from September 6, 2017
Agenda Item 6.A President’s Report dated September 20, 2017
Agenda Item 7.A.1 Proposed Course Revisions and Deletions for 2018-2019 (ATAS, BS, FAMT, HS, LA, MSE, SS)
Agenda Item 7.A.2 Online Addenda (MLT courses)
Agenda Item 8.A Approval of Faculty to Sit on Committees dated September 20, 2017
Agenda Item 8.D Faculty Development Funding Request for “Projects” DRAFT
Agenda Item 9.C Resolution to Create a More Supportive Role for District Services in Instructional Areas of the College DRAFT
Agenda Item 9.E Resolution in Support of Instructional Space and Accessibility to/from ATAS Building Site

HANDOUTS DISTRIBUTED VIA EMAIL

Agenda Item 9.B.1 BP-4009 Drivers for College-Sponsored Activities
Agenda Item 9.B.2 AR-32XX District Driver and Vehicle Use Policy NEW
Agenda Item 9.B.3 BP-3XXX Internal Audit
Agenda Item 9.B.4 AR-3XXX Internal Audit - Charter
Agenda Item 9.B.5 BP-5520 Shower Facilities for Homeless Students NEW
Agenda Item 9.B.6 AR-5520 Shower Facilities for Homeless Students NEW

KEYWORDS