# SADDLEBACK COLLEGE – ACADEMIC SENATE

## MINUTES

February 12, 2014
2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

### Senate Officers:

<table>
<thead>
<tr>
<th>Office</th>
<th>Name</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Dan Walsh</td>
<td>Present</td>
</tr>
<tr>
<td>Vice President</td>
<td>Kim d’Arcy, Psy.D.</td>
<td>Present</td>
</tr>
<tr>
<td>Vice President</td>
<td>Kimberly Stankovich</td>
<td>Present</td>
</tr>
<tr>
<td>President Elect</td>
<td>Vacant</td>
<td></td>
</tr>
<tr>
<td>Past President</td>
<td>Bob Cosgrove, Ph.D.</td>
<td>Present</td>
</tr>
<tr>
<td>Secretary</td>
<td>Blake Stephens, AIA</td>
<td>Present</td>
</tr>
<tr>
<td>President Elect</td>
<td>Vacant</td>
<td></td>
</tr>
</tbody>
</table>

### Senators:

<table>
<thead>
<tr>
<th>College</th>
<th>Senators</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Tech &amp; Applied Science</td>
<td>Suzanne Hewitt (Abs)</td>
<td>Absent</td>
</tr>
<tr>
<td>Health Science &amp; Human Services</td>
<td>Kim Branch-Stewart (Present)</td>
<td>Present</td>
</tr>
<tr>
<td>Counseling Services</td>
<td>Arlene Thomas (Abs)</td>
<td>Absent</td>
</tr>
<tr>
<td>Business Science and Econ &amp; Wkfc Dev</td>
<td>Don Bowman (Present)</td>
<td>Present</td>
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<tr>
<td>Fine Arts &amp; Media Technology</td>
<td>Penny Skaff (Present)</td>
<td>Present</td>
</tr>
<tr>
<td>Emeritus Institute</td>
<td>Sharon Nussenbaum (alt) (Present)</td>
<td>Present</td>
</tr>
<tr>
<td>Social and Behavioral Sciences</td>
<td>Howard Gensler (Present)</td>
<td>Present</td>
</tr>
<tr>
<td>Kinesiology &amp; Athletics</td>
<td>Deidre Cavazzi (Absent)</td>
<td>Absent</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>Ken Brady (Present)</td>
<td>Present</td>
</tr>
<tr>
<td>Math, Science &amp; Engineering</td>
<td>Michelle Duffy (Present)</td>
<td>Present</td>
</tr>
<tr>
<td>Online Educat &amp; Learning Resources</td>
<td>Jane Horlings (Absent)</td>
<td>Absent</td>
</tr>
<tr>
<td>Social and Behavioral Sciences</td>
<td>Maureen Smith (Present)</td>
<td>Present</td>
</tr>
<tr>
<td>Transfer, Career &amp; Special Programs</td>
<td>June Millovich (Absent)</td>
<td>Absent</td>
</tr>
<tr>
<td>Shared Governance Group Representative</td>
<td>Dennis Stachelski, Classified Senate</td>
<td>Present</td>
</tr>
<tr>
<td>Visitors and Other Guests</td>
<td>Juan Avalos; Claire Cesareo; Anthony Maciel</td>
<td></td>
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1. **CALL TO ORDER**

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

2. **INTRODUCE AND WELCOME GUESTS**

None

3. **ADOPTION OF AGENDA**

*Don Bowman* moved, it was seconded by *Michelle Duffy*, and was approved that the agenda be adopted.

Motion Carries Unanimously

4. **ADOPTION OF MINUTES FROM PREVIOUS MEETING**

*Ana Maria Cobos* moved, it was seconded by *Maureen Smith*, and affirmed that the minutes from January 29, 2014 be approved.

Motion Carries Unanimously

5. **PUBLIC COMMENTS**

1. *Blake Stephens* announced that the Department of Energy would be announcing the 20 teams selected to participate in the 2015 Solar Decathlon at UCI on Thursday. Saddleback College is a member of Team Orange with UCI, IVC and Chapman.

2. *Maureen Smith* discussed concerns expressed by department chairs in her division regarding ghosting of classes in the class schedule, and concerns regarding requests for data from the VPI’s office that hadn’t been answered.

3. *Scott Frederickson* announced the 2014 Social Entrepreneurship Competition kick off.

6. **PRESIDENT’S REPORT**

**A. Academic Senate**

See President’s report attached.

1. *Dan Walsh* discussed ghosting of classes. *Bob Cosgrove* offered comment.

2. The ACCJC has accepted Saddleback College’s Mid-term Report!

3. Faculty receiving tenure after their 4th year will be announced shortly.

4. EEOC training is being offered by the district and is open to all employees.
5. At the Department Chairs meeting on 2/7/14 the need for each department to have a plan for growth was discussed.

6. A new division combining Community Education, Emeritus, and High School outreach has been proposed.

7. Suggestions for any revisions to the College’s Mission Statement are being accepted.

7. ADOPTION OF CONSENT CALENDAR ITEMS

Jeanne Smith moved, it was seconded by Ana Maria Cobos, and affirmed that the consent calendar items be approved.

Motion Carries Unanimously

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

1. Approval of Faculty to Sit on Committees was discussed. Corrections made to the Drug & Alcohol Prevention Intervention Advisory Committee.

Ana Maria Cobos moved, it was seconded by Bob Cosgrove, and affirmed that the list of college committees be amended and approved.

Motion Carries Unanimously

B. Curriculum

1. Kara Street stated that a task force addressing overlay classes was meeting in the Math and Science conference room on 2/13/14.

C. Strategic Plan/ PBSC

1. Penny Skaff offered compliments to Strategic Group 2 for their hard work.

2. Penny Skaff presented a handout with highlighted changes and discussed the work of the committee. The group will be addressing key performance indicators.

3. PBSC will review the College’s Mission Statement and is receiving suggestions for revisions to the Mission Statement.

4. Meetings for the four strategic groups are upcoming.

D. Board Policies and Administrative Regulations

1. Dan Walsh discussed changes to BAARC and AR 3110. See attached.
Blake Stephens moved, it was seconded by Bob Cosgrove, and that AR 3110 be approved, committees be amended and approved. Diane Pestolesi moved, and Don Bowman seconded, that the vote be tabled. Motion to table the vote carries with 2 abstentions.

Discussion ensued.

2. Dan Walsh discussed BP 4310, the duties and responsibilities of the Academic Chair. Juan Avalos suggested that the Division Dean is ultimately responsible.

See attached.

Discussion ensued.

E. Student Success Coordinating Committee Update

1. Bruce Gilman discussed the accomplishments of Strategic Goal 2 committee and the handout. He noted that Dr. Terry O’Banion would be the keynote speaker at an upcoming meeting.

2. Penny Skaff stated that a meeting on 2/18/14 of the Strategic Plan Goal 2 Committee was upcoming. Also, a new $30,000 student scholarship had been established. New representatives on the SSCC will include a part-time faculty member and a student member.

3. CIDDE will be changing its name to the Faculty Center for Student Success.

4. Bruce Gilman also discussed the Strategic Goals workshop coming up February 4th and then again on February 18th. The focus is on the ethos of Saddleback College.

F. Academic Calendar and Committee

No further information was available.

G. Accreditation

1. Bob Cosgrove noted that the Mid-term report was approved by the ACCJC.

2. Bob Cosgrove and Blake Stephens discussed the Statewide Academic Senate Accreditation Seminar on 2/7/14 – 2/8/14. Items discussed included Distance Education changes, Standard 2 and 3 changes with an upcoming vote in June 2014 on those changes, the need for colleges to stress accountability and evidence in accreditation reports, student debt, vets and their education success, and a trailer bill in the Governor’s budget affecting education.

3. Bob Cosgrove stated that 8 district faculty attended the Accreditation Institute. A follow up meeting with those who attended is planned.
Discussion ensued.

9. NEW BUSINESS

A. EPA Committee Recommendation

1. Claire Cesareo presented information on proposed changes to the EPA that included moving from a Senate only committee to a College-wide committee.

2. The Committee function would remain the same but with a broadened scope.

3. Heidi Ochoa discussed the benefits of these changes. Participation would improve, and program and Administrative Reviews would include the administration.

4. Bob Cosgrove commended Claire Cesareo on her accreditation work.

See attached.

B. Technology Committee Update

Anthony Maciel presented the IT Plan in a PowerPoint. A meeting of the Saddleback College Tech Committee is planned for 2/20/14 in the AGB Conference Room. All are welcome to attend.

Discussion ensued.

C. Faculty Funding Issues

Dan Walsh discussed requests for non-workshop and conference support. Conferences held out of the United States need Board of Trustees approval.

Discussion ensued.

10. COMMITTEE REPORTS

A. Executive

None

B. College/Senate Committees

None

11. REPRESENTATIONAL REPORTS

None
12. CONSTITUENCY GROUP REPORTS

A. Faculty Association
   No report.

B. Student Government
   Michael Nepomuceno stated that the ASG intends to attend Faculty Senate meetings. Club rush is to be held in the Quad on 2/13/14. A Blood Drive will be held soon; watch for announcements.

C. Classified Staff
   Dennis Stuchelski announced a new Classified Staff Scholarship.

13. ADJOURNMENT – The meeting was adjourned at 3:50 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 4.A Minutes from January 29, 2014
Agenda Item 6.A President’s Report dated February 12, 2014
Agenda Item 8.A Approval of Faculty to Sit on Committees
Agenda Item 8.D 1 AR 3110 Basic Aid Allocation Process DRAFT for 2-21-14 BPARC Meeting
Agenda Item 8.D.2 BP 4310 Duties and Responsibilities of the Department/Academic Chair DRAFT 8-30-13
Agenda Item 8.E Strategic Plan Goal 2 Objectives and Action Steps, Student Success Coordinating Committee
Agenda Item 9.A Proposal: College Educational Planning and Assessment Committee By-Laws, Approved by EPA 11-7-13
Agenda Item 9.B District-wide 2014-2015 Proposed Technology Projects for Basic Aid Funding

HANDOUT DISTRIBUTED VIA EMAIL

Agenda Item 8.D.3 BP 4309 Duties and Responsibilities of the Faculty DRAFT