MINUTES

May 14, 2014
2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

Senate Officers:
Dan Walsh, President Present
Kim d’Arcy, Psy.D., Vice President Present
Kimberly Stankovich, Vice President Present
Kimberly Stankovich, President Elect Vacant
Bob Cosgrove, Ph.D., Past President Present
Blake Stephens, AIA, Secretary Present
Senators:
Advanced Tech & Applied Science (2)
Suzanne Hewitt Present
Arlene Thomas Present
Associate Faculty (4)
Business Science and Econ & Wkfc Dev (2)
Don Bowman Present
Scott Fredrickson Present
Counseling Services (2)
Mike Engels (Fall) Absent
Sharon Nussenbaum (Spring) Present
Penny Skaff Present
Emeritus Institute (1)
Brad McReynolds (Spring) Absent
Larissa Roostee (Fall) Absent
Fine Arts & Media Technology (3)
Charlie Myers (Fall) Absent
Veronica Obermeyer Absent
Tom O’Leary Absent
Heidi Ochoa (Spring) Present
Health Sciences & Human Services (3)
Kim Branch-Stewart Present
Pat McGinley Present
Diane Pestolesi Present
Kinesiology & Athletics (2)
Deidre Cavazzi Present
Lindsay Steinriede Present
Liberal Arts (4)
Ken Brady Present
Michelle Duffy Present
Lisa Montagne Galloway Absent
Bruce Gilman Present
Math, Science & Engineering (4)
Ed Haley Present
Jeanne Smith Absent
Sumaya McCleave (Spring) Present
Karah Street Present
Online Educat & Learning Resources (1)
Ana Maria Cobos Present
Social and Behavioral Sciences (3)
Howard Gensler Present
June Millovich Present
Maureen Smith Present
Transfer, Career & Special Programs (1)
Orlantha Nin Present
Georgina Guy (alt) Present
Shared Governance Group Representative
Dennis Stachelski, Classified Senate Present
Visitors and Other Guests
Juan Avalos; Linda Call; Caroline Durdella;
Alannah Rosenberg; Morgan Barrows; Kevin O’Connor
1. CALL TO ORDER

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

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Saddleback College Academic Senate record the votes of all committee members as follows. (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.”

2. INTRODUCE AND WELCOME GUESTS

*Linda Call* is a guest.

3. ADOPTION OF AGENDA

*Don Bowman* moved, it was seconded by *Kim d’Arcy*, and was approved that the agenda be adopted.

*Motion Carries Unanimously*

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

*Kim d’Arcy* moved, it was seconded by *Orlantha Nin* and affirmed that the minutes from April 30, 2014 be approved.

*Motion Carries Unanimously*

5. PUBLIC COMMENTS

*None*

6. PRESIDENT’S REPORT

A. Academic Senate

See President’s report attached.

1. *Dan Walsh* commented that the next Board of Trustees meeting would be held on Monday, May 19th.

2. *Dan Walsh* noted that the Academic Calendar is still under consideration, that Curriculum committee items are up for consideration, and that the Academic Senate can’t take action over the summer.

Discussion ensued.
7. ADOPTION OF CONSENT CALENDAR ITEMS

A. Curriculum Changes (C-ID Revisions and Honors)
   Program Revisions (2013-14 Program Revisions returned by the CCCC)  
   Ana Maria Cobos moved, it was seconded by June Milovich, and affirmed that the program revisions be approved.
   Motion Carries Unanimously

B. Approval of Program Reviews
   Culinary Arts and Nutrition; Graphic Design
   Ana Maria Cobos moved, it was seconded by June Milovich, and affirmed that the program reviews be approved.
   Motion Carries Unanimously

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees
   Discussion of Faculty continuing to sit on committees was confirmed.
   Pat McGinley moved, it was seconded by Ana Maria Cobos, and affirmed that faculty from this academic year would continue to sit on committees.
   Motion Carries Unanimously

B. Curriculum
   1. Karah Street noted the need for renewal of approvals Distance Ed faculty.
      August 22 is the deadline for paperwork for Spring 2015 Semester changes and new courses.
   2. Karah Street noted that the C-2 Form had been updated with changes noted.
      Blake Stephens moved, it was seconded by Michelle Duffy, and affirmed that the C-2 Form with updated with changes be approved.
      3. Karah Street proposed a calendar for the Curriculum Committee.
      Suzanne Hewitt moved, it was seconded by Ana Maria Cobos, and affirmed that the proposed calendar for the Curriculum Committee be approved.
      Motion Carries by majority, Don Bowman, Orlantha Nin and Bob Cosgrove abstained.
   Discussion ensued.
C. DRAC Update

1. Morgan Barrows updated the Senate on concerns about Saddleback’s lower FTES this semester. A model change from has been proposed from targeted to actual FTES.

2. Bob Cosgrove discussed the funding model and boundary issues.

D. Board Policies and Administrative Regulations

See attached handout.

1. BP 4310 - Duties and Responsibilities of the Department/Academic Chair
   a. Information was presented on Department Chair duties.
   b. 4309 Duties of Faculty will be included also.

Discussion ensued.

2. AR 5530 was presented for discussion and approval. Four items were presented for discussion and approval:

   See Attached.

   a. Revision 1. No appeal.

   Howard Gensler moved, it was seconded by Bob Cosgrove, that no appeal be allowed.

   Motion fails 15 no to 10 yes.

   No’s: Kim d’Arcy, Kim Stankovich, Bob Cosgrove, Heidi Ochoa, Orlantha Nin, Penny Skaff, Bruce Gilman, Ana Maria Cobos, Scott Frederickson, Sharon Nussenbaum, Ken Brady, Sumaya McCleave, Diane Pestolesi, Patricia McGinley, Blake Stephens.

   Yes’s: June Millovitch, Maureen Smith, Deidre Cavazzi, Michelle Duffy, Howard Gensler, Don Bowman, Suzanne Hewitt, Arlene Thomas, Karah Street, Ed Haley

   b. Revision 2. That the Hearing Panel not be allowed to request legal assistance.

   Howard Gensler moved, it was seconded by Bob Cosgrove, that the Hearing Panel not be allowed to request legal assistance.

   Motion fails 21 no to 4 yes.

   No’s: Howard Gensler, Karah Street, Ed Haley, Diane Pestolesi
c. Revision 3. Student may not appeal, or ANY party may appeal.

*Howard Gensler* moved, it was seconded by *Don Bowman*, that a student may not appeal, or ANY party may appeal.

*Motion fails 21 no to 4 yes.*

*No’s: Howard Gensler, Karah Street, Ed Haley, Diane Pestolesi*

---

E. Full-Time Faculty Hiring Prioritization Process

*Bob Cosgrove* discussed corrected forms and dates.

*Alannah Rosenberg* discussed the corrected Full-Time Faculty Hiring Prioritization Process forms as being virtually unchanged, but mentioned that the calculations are changing, including the what’s and why’s of measurement. She also mentioned that the committee should meet monthly.
9. NEW BUSINESS

A. Common Assessment Grant

Caroline Durdella presented information on Common Assessment Pilot College. This allows Saddleback to help shape the common assessment which takes effect in more than five years.

Penny Skaff moved, it was seconded by Bruce Gilman, that Common Assessment Pilot College participation by Saddleback College be approved.

Motion Carries Unanimously

B. Strategic Plan Action Steps

Caroline Durdella presented Goals, Objectives, and Action Steps. Drafts are in SharePoint with approvals to be sought in early Fall 2014.

A District-wide Planning retreat is planned on May 28, 2014.

C. Online Education Initiative

Kevin O’Connor presented that 20% of courses at Saddleback are online. He discussed a focus on student success and completion. A pilot program starting in Fall 2014 will add 6-8 DE sections per Division.

10. COMMITTEE REPORTS

A. Executive

None

B. College/Senate Committees

Alannah Rosenberg discussed greatly increased transfer rates. Also, all Honors Sections must go through Curriculum Review next year.

11. REPRESENTATIONAL REPORTS

Ana Maria Cobos noted that the new Library search system launches June 1, 2014.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

None
B. Student Government

None

C. Classified Staff

Elections are on May 28, 2014; Classified Appreciation Week is May 19-27, 2014.

13. ADJOURNMENT – The meeting was adjourned at 4:05 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA

Agenda Item 4.A Minutes from April 30, 2014
Agenda Item 6.A President’s Report, May 14, 2014
Agenda Item 6.A.1 2015-2016 Academic Calendar
Agenda Item 7.A Curriculum Changes (C-ID Revisions and Honors)
Agenda Item 7.A.1 Program Revisions (2013-14 Program Revisions Returned by the CCCC)
Agenda Item 8.A Approval of Faculty to Sit on Committees
Agenda Item 8.B Proposed New C2 Form, Update as of May 8, 2014
Agenda Item 8.B.1 Curriculum & GE Meeting Schedule, Fall 2014/Spring 2015
Agenda Item 8.D AR 5530 – Student Grievance Procedure DRAFT 3, 5/12/2014
Agenda Item 8.D.1 BP 4310 – Duties and Responsibilities of the Department/Academic Chair
Agenda Item 8.E Faculty Hiring Prioritization Committee – Fall 2014
Agenda Item 8.E.1 Instructions for Submission of Justification for Hire Form to Faculty Hiring Prioritization Committee
Agenda Item 9.A Common Assessment Pilot College Information Page
Agenda Item 9.B Appendix B: Strategic Planning Goals, Objectives & Action Steps Form