### SADDLEBACK COLLEGE – ACADEMIC SENATE MINUTES

August 14, 2013 - 2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

<table>
<thead>
<tr>
<th>Senate Officers:</th>
<th>Kinesiology &amp; Athletics</th>
<th>(2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dan Walsh, President</td>
<td>Deidre Cavazzi</td>
<td>Present</td>
</tr>
<tr>
<td>Kim d’Arcy, Psy.D., Vice President</td>
<td>Lindsay Steinriede</td>
<td>Present</td>
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<tr>
<td>Kimberly Stankovich, Vice President</td>
<td>Present</td>
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<tr>
<td>Bruce Gilman, Ph.D., President Elect</td>
<td>Present</td>
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<tr>
<td>Bob Cosgrove, Ph.D., Past President</td>
<td>Present</td>
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<tr>
<td>Blake Stephens, AIA, Secretary</td>
<td>Present</td>
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<tr>
<td>Senators:</td>
<td>Math, Science &amp; Engineering</td>
<td>(4)</td>
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<tr>
<td>Suzanne Hewitt</td>
<td>Jane Horlings (Fall)</td>
<td>Absent</td>
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<tr>
<td>Arlene Thomas</td>
<td>Sumaya McCleave</td>
<td>Absent</td>
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<tr>
<td>Michael Cummings</td>
<td>Absent</td>
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<tr>
<td>Business Science</td>
<td>Association (4)</td>
<td>1</td>
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<tr>
<td>(2)</td>
<td>Steve Teh (Spring)</td>
<td>Absent</td>
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<tr>
<td>Don Bowman</td>
<td>Karla Westphal (Spring)</td>
<td>Absent</td>
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<tr>
<td>Mary Knapp</td>
<td>Absent</td>
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<tr>
<td>Counseling Services</td>
<td>Online Educat &amp; Learning Resources</td>
<td>(1)</td>
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<tr>
<td>(2)</td>
<td>Ana Maria Cobos (Fall)</td>
<td>Present</td>
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<tr>
<td>Pam Barr</td>
<td>Wendy Gordon (Spring)</td>
<td>Absent</td>
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<tr>
<td>Mike Engels</td>
<td>Present</td>
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<tr>
<td>Emeritus Institute</td>
<td>Social and Behavioral Sciences</td>
<td>(3)</td>
</tr>
<tr>
<td>(1)</td>
<td>Bill Billingsley</td>
<td>Absent</td>
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<tr>
<td>Brad McReynolds (Spring)</td>
<td>Howard Gensler</td>
<td>Present</td>
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<tr>
<td>Larissa Roostee (Fall)</td>
<td>Maureen Smith</td>
<td>Present</td>
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<tr>
<td>Fine Arts &amp; Media Technology</td>
<td>Transfer, Career &amp; Special Programs</td>
<td>(1)</td>
</tr>
<tr>
<td>(3)</td>
<td>Georgina Guy</td>
<td>Absent</td>
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<tr>
<td>Scott Farthing (Fall)</td>
<td>Orlantha Nin (alt)</td>
<td>Present</td>
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<td>Tom O’Leary (Spring)</td>
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<tr>
<td>Stephen Robertson</td>
<td>Absent</td>
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<tr>
<td>Norm Weston</td>
<td>Present</td>
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<tr>
<td>Health Sciences &amp; Human Services</td>
<td>Shared Governance Group Representative</td>
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<tr>
<td>(3)</td>
<td>Marlene Sais, Classified Senate</td>
<td>Absent</td>
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<tr>
<td>Kim Branch-Stewart</td>
<td>Chelsea Goossens, ASG</td>
<td>Absent</td>
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<tr>
<td>Pat McGinley</td>
<td>Eric Bremen, ASG</td>
<td>Absent</td>
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<tr>
<td>Diane Pestolesi</td>
<td>Visitors and Other Guests</td>
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<tr>
<td></td>
<td>Kathy Werle, Scott Fredrickson, Ed Haley,</td>
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<td></td>
<td>Chris Claflin</td>
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1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46
1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

Scott Fredrickson, Ed Haley, Chris Claflin, and Kathy Werle were present.

3. ADOPTION OF AGENDA

Jeanne Smith moved, it was seconded by Don Bowman, and was approved that the agenda be adopted.

Motion Carries

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Don Bowman moved, it was seconded by Bruce Gilman, and affirmed that the minutes from July 31, 2013 be approved.

Motion Carries

5. PUBLIC COMMENTS

Bob Cosgrove presented a PowerPoint of the Midterm Accreditation Report.

Kathy Werle stated that the Saddleback College Catalog would soon be online, but that some edits may still be necessary.

6. PRESIDENT’S REPORT

A. Academic Senate

Dan Walsh stated:

1. In order to reduce printed matter, email will be used where possible for communication from the Academic Senate, the District, and the Board of Trustees.

2. All Academic Senators need to be selected and voted on at their respective Division meetings.

3. Meeting minutes will be posted on SharePoint.

4. The new fulltime faculty hiring process will be spelled out to Division Deans.

5. The deadline for departments to propose hiring of new fulltime faculty is August 16, 2013.

6. The Committee on Committees has not set individual committee meeting times.

7. Happy Birthday to Kim d’Arcy.

8. Maureen Smith will coordinate snacks for Academic Senate meetings. A sign-up sheet was passed around to those present.

9. The new faculty reception will be held after the meeting at 3:30.
7. ADOPTION OF CONSENT CALENDAR ITEMS

No items were presented for the consent calendar.

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees was discussed. An updated list of college committees was presented. See attachment.

   1. Don Bowman asked to be removed from the calendar committee.

B. Accreditation

   1. Bob Cosgrove reported that the Midterm Accreditation Report will be posted on August 19, 2013 on the SharePoint site. Senators are asked to review and comment on the report which will be sent to Consultation Council on September 10, 2013.

   2. Bob Cosgrove reported that he met with Irvine Valley College to coordinate differing planning agendas for the Midterm Accreditation Report.

   No Motion

C. Curriculum

   1. The hiring process is underway for 2 staff persons for curriculum. Interviews are scheduled soon.

   No Motion

D. Board policies and Administrative Regulations

   1. AR4000.8 – Access to Campus Facilities: A new Saddleback College policy is pending; a draft was presented for review.

   2. BP 4011.1 – Recruitment: Full-Time Faculty: A Search Committee chair is to be selected when the committee is formed. The Division Dean chairs only the first meeting where a new committee chair is selected.

   Discussion ensued. Howard Gensler questioned the use of pre-printed interview questions and suggested a pre-interview orientation was needed for candidates.

   Dan Walsh noted the need to clarify a change in committee initiation and termination.

   No Motion

No Motion
E. Academic Senate Student Success Committee Recommendations

1. Bruce Gilman and Kim d’Arcy provided updated information for review.

2. Norm Weston expressed concern about the term of service on the committee.

3. Bob Cosgrove suggested carrying over last year’s committee members.

4. Bruce Gilman recapped that the document was approved in April, 2013, and stated it will be implemented over the next 3 months. Stipends for reassigned time will be handled by the president.

Kim Stankovich moved, it was seconded by Maureen Smith, and affirmed that the Academic Success Plan as updated, be approved.

Motion Carries

F. Senate and Curriculum Office Space

1. An updated plan was attached for review. An exit corridor and exterior door has been added to the plan.

No Motion

9. NEW BUSINESS

A. Academic Calendar 2015-2016 Draft

1. Dan Walsh provided information. The calendar is not yet ready. Division representatives are needed to work on the calendar committee.

B. Strategic Plan

1. Kim d’Arcy stated that a workshop was held today. 2 documents were distributed.

2. Bruce Gilman stated that this was the first step in a 6 year cycle of strategic planning. The current strategic plan was being reviewed and will be revised and updated. The SharePoint will have updated information posted. Claire Cesareo-Silva has been working to update the District Strategic Plan; PBSC will hone the recommendations.

3. Dan Walsh stated that clarifications will be forthcoming.

Discussion ensued.
C. Emergency Planning

The new SB Chief of police is still pursuing training for faculty and classified staff for emergency situations.

No Motion

10. COMMITTEE REPORTS

A. Executive

Bob Cosgrove suggested arriving early the first week of school to avoid parking issues. He also reminded the faculty that the IT department is very busy.

B. Senate Standing Committee

Bruce Gilman commended Orly Nin and Miki Mikolajczak for their work on Transfer program handouts.

C. College, Division & District Committee

No report.

11. DIVISION REPORTS

Roni Lebauer noted that some curriculum topics and some department web pages were missing from the online class schedule.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

No report.

B. Student Government

No report.

C. Classified Staff

No report.

13. ADJOURNMENT – The meeting was adjourned at 3:25 p.m.
HANDOUTS DISTRIBUTED WITH AGENDA

- Agenda Item 4.A Minutes from July 31, 2013
- Agenda Item 8.A Approval of Faculty to Sit on Committees
- Agenda Item 8.D.1 AR 4000.8 (new AR 3501) Access to Campus Facilities DRAFT
- Agenda Item 8.D.2 BP 4011.1 Recruitment: Full-Time Faculty (Recommended Changes Narrative)
- Agenda Item 8.D.3 BP 4011.1 Recruitment: Full-Time Faculty DRAFT
- Agenda Item 8.E Academic Senate Student Success Committee – Revised & Annotated Recommendations to the Saddleback College Consultation Council
- Agenda Item 9.B.1 – Saddleback College Strategic Planning Goal Setting Workshop
- Agenda, August 14, 2013
- Agenda Item 9.B.2 - Strategic Plan 2010-2013 Goals