# SADDLEBACK COLLEGE – ACADEMIC SENATE

## MINUTES

August 28, 2013
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
- Bruce Gilman, Ph.D., President Elect—Present
- Bob Cosgrove, Ph.D., Past President—Present
- Blake Stephens, AIA, Secretary—Present

### Senators:
- Advanced Tech & Applied Science (2)
  - Suzanne Hewitt—Present
  - Arlene Thomas—Present
- Business Science and Econ & Wkfc Dev (2)
  - Don Bowman—Present
  - Scott Fredrickson—Present
- Counseling Services (2)
  - Mike Engels—Absent
  - Penny Skaff—Present
- Associate Faculty (4)
  - Alternate: Pam Barr—Present
- Emeritus Institute (1)
  - Brad McReynolds (Spring)—Absent
  - Larissa Roostee (Fall)—Absent
- Fine Arts & Media Technology (3)
  - Charlie Myers (Fall)—Absent
  - Veronica Obermeyer—Present
  - Thomas O’Leary—Absent
  - Heidi Ochoa (Spring)—Absent
- Health Sciences & Human Services (3)
  - Kim Branch-Stewart—Absent
  - Pat McGinley—Present
  - Diane Pestolesi—Present
- Kinesiology & Athletics (2)
  - Deidre Cavazzi—Present
  - Lindsay Steinriede—Present
- Liberal Arts (4)
  - Michelle Duffy—Present
- Math, Science & Engineering (4)
  - Ed Haley—Present
  - Jane Horlings (Fall)—Present
  - Jeanne Smith—Present
  - Maureen Smith—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
  - Alternate: Georgina Guy—Present
- Shared Governance Group Representative
  - Marlene Sais, Classified Senate—Absent
- Visitors and Other Guests
  - Kathy Werle; Elizabeth Horan; Roxanne Metz; Kris Leppien-Christensen; Anibal Santos, Lariat
1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

Kathy Werle, Roxanne Metz, Elizabeth Horan and Kris Leppien-Christensen were present.

3. ADOPTION OF AGENDA

Jeanne Smith moved, it was seconded by Ana Maria Cobos, and was approved that the agenda be adopted.

Motion Carries

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Ana Maria Cobos moved, it was seconded by Bruce Gilman, and affirmed that the minutes from August 14, 2013 be approved.

Motion Carries

5. PUBLIC COMMENTS

Elizabeth Horan discussed on plagiarism and academic honesty from a flex week presentation. As a follow up, there are 2 forms that may be used to report plagiarism. The discipline referral form allows feedback. Bob Cosgrove noted that students may only be failed for plagiarism for a specific project, not for the entire course. Karah Street noted that faculty learning communities are being formed, and encouraged faculty to respond to the email. Roxanne Metz encouraged faculty to submit for many available grants.

6. PRESIDENT’S REPORT

A. Academic Senate

Dan Walsh stated:

1. Facilities updates were presented including new parking lot locations and facilities relocations that will affect Kinesiology. See attached report.
2. The Academic Senate Executive board gathering schedule has been posted.
3. The Board of Trustees reviewed budgets at their last meeting, including Saddleback Associated Student Government’s budget for the academic year.
4. The Board of Trustees appointed Don Busche as the Acting ATAS Dean.
5. The AGB building remodeling and rework of Academic Senate, Curriculum, and other offices is moving forward. Upcoming projects are the Science Building and the gateway Building.
6. A task force has been created by the District to discuss policy for students who are minors, under the age of 18. Academic Senate needs a representative on the committee.
7. Faculty Development has a budget of $125,000 this year. There will be
discussion of raising the allowed amounts per faculty member per event. Also, new
guidelines for faculty projects will be discussed.

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. The Health and Wellness committee has only a Union representative at this point.
The District Online Technology and Education Council have fixed faculty representation
at this point.

2. Committee memberships are being updated.

B. Accreditation

1. Bob Cosgrove reported that the Midterm Accreditation Report is posted on the
SharePoint site. Claire Cesareo-Silva is the contact person for comments. The report
will be reviewed by the Board of Trustees at their September meeting for comments;
however, they do not approve the report. Then the report is forwarded to the ACCJC for
review and approval. Discussion ensued.

Jeanne Smith moved, it was seconded by Maureen Smith, and affirmed that the Midterm
Accreditation Report be approved.

C. Curriculum

1. Kris Leppien-Christensen stated that curriculum review has commenced. Curriculum
training is available at CIDDE. Tech Review guidelines are on the CurricUNET log-in
page. Faculty should pay attention to page 5 – Methods of Evaluation, which must be
evaluative statements. Kris said he would meet with faculty who need guidance. The
Curriculum Committee is currently working on 11 ADT’s – Associate Degrees for
Transfer.

2. Bob Cosgrove discussed the need for a 3rd curriculum specialist.

3. Karah Street will be the new curriculum chair.

4. It was noted by Kris Leppien-Christensen that everything for curriculum is on
CurricUNET.

No Motion

D. Board policies and Administrative Regulations

1. BP 4011.1 – Recruitment: Full-Time Faculty:

Norm Weston asked for additional review of this Board Policy. It was discussed that the
college president can extend the pool of applicants with the chairs approval. Bob
Cosgrove stated that the chair of the 1st committee may join the 2nd committee.
Discussion ensued.

2. BP 180 – Respect and Collaboration:

Dan Walsh asked members of the Senate to review for discussion at the next meeting.
Discussion ensued. Howard Gensler stated his opinion that students have no rights in the classroom. Discussion ensued.

3. BP’s and AR’s from the 8/23/13 meeting:
The new method of residency determination will be reviewed by student services.
Discussion ensued.

No Motion

E. Academic Senate Student Success Committee Recommendations

1. Bruce Gilman provided updated information for review.
2. Dan Walsh recommended that Senate support of the Recommendations be forwarded to the Consultation Council.

No Motion

F. Strategic Plan/ PBSC

1. Bruce Gilman and Kim d’Arcy provided updated information for review.
2. Kim d’Arcy noted that Carol Hilton had given a budget update during a flex week presentation that included $135,000 for new equipment.

No Motion

9. NEW BUSINESS

A. Academic Senate Primer:

1. Dan Walsh provided information.
2. Bruce Gilman noted that the 10+1 empowers and challenges the faculty.

B. Safety and Security Task Force

1. Blake Stephens provided information. Please email your security concerns to him. A task force will be formed.

C. AVID for Higher Education

Bruce Gilman provided information. AVID is the acronym for Advancement Via Individual Determination. There is a grant opportunity available to Saddleback College. See handout; Bruce asked the Senate to review and comment. Kathy Werle suggested that this would be an excellent credential for Saddleback College.
10. COMMITTEE REPORTS
   A. Executive
      No report.
   B. Senate Standing Committee
      No report.
   C. College, Division & District Committee
      No report.

11. DIVISION REPORTS
   No report.

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 3:55 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA
Agenda Item 4.A Minutes from August 14, 2013
Agenda Item 6.A President’s Report, August 28, 2013
Agenda Item 8.A Approval of Faculty to Sit on Committees
Agenda Item 9.A Academic Senate Primer, Fall 2013
Agenda Item 9.C.1 WICOR: AVID’s Foundation for High Engagement Teaching & Learning
Agenda Item 9.C.2 AVID/MSDF College Completion Project
Agenda Item 9.C.4 Overview: Institutional Benefits and Requirements for Participation in the AVID/MSDF College Completion Project Grant
Agenda Item 9.C.5 Sample thank you letter
Agenda Item 9.C.6 Participating Institution’s contact list