SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES
March 4, 2020
2:00 PM to 4:00 PM
President’s Conference Room AGB 106

Senate Officers:
1. Dan Walsh, President
2. Margot Lovett, Ph.D., Vice Pres.
4. Blake Stephens, AIA, Pres. Elect
5. Michelle Duffy, Ed.D., Secretary
6. Pete Murray, Co-Chair ITL
7. Claire Cesareo, EPA Chair; Co-Chair ITL

Advanced Tech & Applied Science
1. Ari Grayson
2. Farida Gabdrakhmanova
3. Chad Shaw (Alternate)

Associate Faculty
1. Anwar Hijaz
2. Holly Pittaway
3. Laszlo MariaHazy

Counseling Services
1. Jan Ventura
2. Maryam Azary

Econ & Wkforce Dev and Bus Science
1. Brock Shermerhorn
2. Emily Quinlan

Extended Learning
1. Jill Ibbotson
2. Rebecca Zaino

Fine Arts & Media Technology
1. Heidi Ochoa
2. Maria Mayenzet
3. Ryan Even

Health Sciences & Human Services
1. Jodi Caggiano
2. Jackie Novak
3. Pat McGinley

Kinesiology & Athletics
1. Deidre Cavazzi
2. Lindsay Steinriede

Liberal Arts
1. Carrie Goulding
2. Daniel Barlow
3. Femia Scarfone
4. Jennifer Hedgecock

Math, Science & Engineering
1. Jacob Tracy
2. Jim Repka
3. Jonathan Luque
4. Karah Street

Online Education & Learning Resources
1. Jenny Langrell

Social and Behavioral Sciences
1. Christina Smith
2. Erica Vogel
3. Polly Zweigle

Student Equity & Special Programs
1. Ann Marie Breslin
2. Efren Rangel

Shared Governance Group Representative

Visitors and Other Guests
1. Juan Avalos, VPSS
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1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Blake Stephens moved to adopt the agenda with flexibility to move items to accommodate guests. Heidi Ochoa seconded. The Academic Senate unanimously approved the adoption of the agenda.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Blake Stephens moved to adopt the minutes from the previous meeting. Heidi Ochoa seconded. The Academic Senate unanimously approved the adoption of the minutes.

4. PUBLIC COMMENTS

None.

5. PRESIDENT’S REPORT

Coronavirus emergency management workgroup has been called together to devise a plan. The Divisions have money to purchase hand sanitizers so please speak to your Dean if this is a concern. Potential travel advisories may be put into effect.

6. ADOPTION OF CONSENT CALENDAR ITEMS

Blake Stephens motioned to approve the adoption of the Consent Calendar Items. Jim Repka seconded the motion. The Academic Senate voted to approve the Consent Calendar items unanimously.

7. OLD BUSINESS

A. Approval of Faculty to sit on Committees

Jim Repka motioned to approve the Faculty to sit on Committees. Jackie Novak seconded the motion. The Academic Senate voted to approve the changes to Faculty to sit on Committees unanimously.
Margot Lovett questioned the process for adding names to Faculty Hiring Committees. Dan responded that once the committee members have been selected, the names should be sent to Christie Smead so they can be added to the committee list.

B. Board Policies/Administrative Regulations

BP/AR 4090 Evaluation of Management Personal- Came back to BPARC and was pulled; this will be worked on in the summer and fall

BP/AR 6140 College Speakers- It appears that the BOT wanted the ability to veto speakers; however, the draft provided is a compromise; This draft will go before the BOT in April

BP 5617 Multiple and Overlapping Enrollments- This happens very infrequently and makes a lot of work on behalf of the faculty whose course is being cut short. Carrie Goulding asked if it was possibly for students to have overlapping final exam times. The answer is yes. To handle this, be sure to announce your final exam date/time frequently. If a student has a conflict at IVC, IVC is responsible for making the accommodations per BP. Is there a workaround for positive attendance courses? Claire Cesareo recommended Independent Study. A special ticket number is assigned by the Office of Instruction.

AR 5630 Basic Skills Courses

BP 6115 Community Education Programs

BP 5617, AR 5630, and BP 6115 need to go to the divisions for feedback. The request was for Senators to have their divisions review BP/AR if important to their area. Feedback should go to Dan Walsh.

AR 6122 Academic Renewal - Information item; already approved by our Senate

C. Curriculum Update

Michelle Duffy shared that the lists of courses up for scheduled review are posted on the Curriculum website and were sent to all Deans/Senior Admins on Monday, March 2nd.

Due to a delay in the development of META, this scheduled review cycle will be completed in CurricUNET. When reviewing courses please remember that any changes to courses that result in changes that would appear in the catalog (prefix, number, title, units, requisites) or would issue a new control number (TOP code, SAM code) mean that any program in which the course resides will also need to be modified. Revised program paperwork is also due April 30th and the CCCCO now requires all seven narratives completed for program revisions.

All new courses that have been approved for building by the Curriculum Committee need to be entered into CurricUNET by April 30th. All new programs that have been approved by the Curriculum Committee need to have their paperwork (in its entirety) submitted to the Curriculum Office by April 30th.

Finally, the Academic Senate executive team has appointed Kris Leppien-Christensen as the Co-Chair of the Curriculum Committee commencing Fall 2020.
D. Faculty Hiring Prioritization

Dan Walsh shared draft changes: dates changed, voting is similar where you cannot vote for your own division, no alternates- you must be able to make all meetings, presentations- sometimes personality and presentation became more important than the evidence so only changes can be presented, 2 minutes for questions added, scoring rubric- got rid of independent scores (common metric), and replacement positions- college procedure that replacement positions would be given back to the divisions and are given a score of 15 so that they move to the top (replacement positions are an agenda item at the next Consultation Council, if eliminated then additional points will be given to the department of the replacement position).

Blake Stephens questioned if the replacement position is supposed to go back to the department or division. Margot Lovett was on Senate Exec when the replacement procedure was put in place. It was intended for the position to remain the division with flexibility to go to another department in the division if better suited. She also acknowledged the change in our fiscal reality now versus where we were in 2007 when this procedure was put in place.

Ann Marie Breslin questioned as to whether or not Categorically Funded position should be given more points since they do not draw from the same budget. Dan Walsh responded that budget decisions come into play only after the positions have been ranked.

Pete Murray questioned the difference between the two statements per the inclusion of “data supports” in the second version. Concern is that the system could be gamed depending on what type of data is accepted.

Dan Walsh requested that Senators bring it back to their divisions for feedback. (see Agenda Item 7D)

E. Educational Master Plan (EMP)

Shouka Torabi shared that the EMP is completed every 10 years and is intended to be a roadmap for the college. MIG was hired to help us put this together with input from faculty, students, administration, and the community. Please read and review the document and provide feedback to Shouka Torabi, Claire Cesareo, or Carrie Goulding by March 12th. Feedback collected will be given to the consultant group and incorporated into the next draft. The current draft can be found in the Senate SharePoint.

F. Mission, Values, and Vision Statements

Shouka Torabi shared that a round of edits were made based on revision requests received. The draft is in the packet (see Agenda Item 7F). Claire Cesareo shared that she brought many Mission change requests to PBSC and the changes are reflected in the new draft. Academic Freedom is not included explicitly but is addressed in the Openness statement; Rigor is also not listed but is implied in the Empowerment statement.

Margot Lovett motioned to endorse the Mission, Values, and Vision statement and supports them going forward to Consultation Council. Jennifer Hedgecock seconded the motion. The
Academic Senate voted to endorse the Mission, Values, and Vision statement and supports them going forward to Consultation Council.

8. NEW BUSINESS

A. Faculty Services/MySite

Dan Walsh shared that Jim Gaston is working on changes to MySite and needs faculty input. If interested or need more information, please contact Dan. Claire Cesareo volunteered if the dates/times work.

B. Senate Leadership Elections

Dan Walsh shared the names of individuals of who will move into the positions. The bylaws require us to do an election. Candidate statements and a vote will be coming up.

C. COMMITTEE REPORTS

A. Executive

Blake Stephens shared that he sat in on the DW facilities committee meeting. While most things appeared good, they did not seem to understand the elevation difference between our upper and lower campus.

Dan Walsh shared that BARC proposals are in and the total $110,000,000 with a budget of about $100,000,000 so a bit of trimming would need to be done.

B. College/Senate Committees

Jonathan Luque shared that the OB1C committee is collaborating with South County Outreach to collect backpacks and supplies (writing instruments and notebooks) for students; the drive is going on until May 20th. Collection bins are in the Bookstore, BGS 314, SSC Lobby and the Tutoring Center.

(handout distributed)

Dan Walsh asked about the upcoming book selection. Jonathan Luque replied that the book cycle for the upcoming year will be changing in the future. This next year we will do a review of all the books used for OB1C in the past.

Carrie Goulding shared for the Student Success Committee and noted that there will be a Guided Pathways demonstration of the Program Pathway Mapper Tool on Friday, March 6th at the Deans and Department Chairs meeting. This will also be shared at a Town Hall meeting on March 25th. Invite only.
Blake Stephens shared that the CIC committee went through a robust list of projects at Saddleback. What was concerning is that there seemed to be a system of “one for us, one for IVC” type of struggle over basic aid resources when our campus is much more out of date. The goal of our Saddleback representatives is to make things more equitable between the campuses.

C. REPRESENTATIONAL AREA REPORTS

None.

D. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Claire Cesareo shared that the survey is going out next week based on feedback received about negotiations. Please respond.

B. Student Government

Suzette Quinlan, Director of Academic and Division Affairs, reported that the ASG nominations closed and voting will take place next week. Emily Quinlan inquired if there are any restrictions for students to vote? Suzette responded no. Any registered student can vote. The EMP will be reviewed by the students. Coaches versus Cancer event raised over $1,000 with the Law Society raising the most.

C. Classified Staff

Darren England shared that our college was selected to participate in Caring Campus and a workgroup will be put together that will work with the President to schedule events. Also, the Classified Luncheon is next Thursdays, March 12th in SSC 212.

E. ADJOURNMENT –

Dan Walsh adjourned the meeting at 3:27pm.
Agenda Item 7B.1 - BP/AR-4090 Evaluation of Management Personnel - revision
Agenda Item 7B.2 - BP/AR-6140 College Speakers – revision
Agenda Item 7B.3 - AR-5330 Pre-Collegiate Basic Skills Coursework - delete
Agenda Item 7B.4 - BP-5617 Multiple and Overlapping Enrollments – revision
Agenda Item 7B.5 - AR-5630 Basic Skills Courses – revision
Agenda Item 7B.6 - BP-6115 Community Education Programs - revision
Agenda Item 7B.7 - AR-6122 Academic Renewal- revision
Agenda Item 7D.1 - Faculty Hiring Prioritization
Agenda Item 7D 2 - Educational Master Plan (EMP)
Agenda Item 7F - Mission, Vision and Values Statements
South County Outreach Backpack Drive flyer

KEYWORDS