SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES

May 6, 2009
2:00 p.m. to 4:00 p.m.
AGB Conference Room – AGB 107

1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

Alannah Rosenberg, Honors Chair
Collette Chattopadhyay, Honors Co-Chair
Patrick Quigley, Math Instructor
Juanita Baltierra, Counselor
Mary McCarthy, Counselor
Frances Diaz, Counselor
Nicole Ortega, Research and Planning Analyst
Penny Skaff, Counselor
Karah Street, Biology Instructor
Shouka Torabi, Research Specialist
Roni Lebauer, ESL Instructor
Rajen Vurdien, Vice President for Instruction

3. ADOPTION OF AGENDA

Jeanne Smith moved, it was seconded by Janet Bagwell, and approved that the consent calendar be pulled and the agenda be adopted with the following provision: that items be discussed in the order that will accommodate guests’ schedules.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Rich Potratz moved, it was seconded by Jeanne Smith and affirmed that the minutes from April 22 be approved.

5. PUBLIC COMMENTS

Carmen Dominguez announced the Sweeny Todd show on Saturday 5/16 and Sunday 5/17.

Paula Jacobs announced that back pay due to the new contract will be distributed in June and July and that the new salary schedule is already in effect starting with the most recent pay check.
Miki Mikolajczak announced the graduation rehearsal and transfer celebration on Thursday, 5/21. Students who have been denied admission should come to the transfer center and counseling for assistance with appeals.

Ginny Giguere announced that the annual National Nurses’ Week starts today.

Mary Williams announced the team for the Relay for Life that’s being formed in honor of Howard Adams. Donations can be made or you can volunteer to be part of the team at the following website: http://main.acsevents.org/site/TR/RelayForLife/RFLFY09CA?team_id=388872&pg=team&fr_id=13683&fl=en_US&s_tafId=253107

6. PRESIDENT’S REPORT

A. Board Meetings/ District/ Chancellor

The President’s memo was distributed.

B. Election Results

President – Bob Cosgrove
Vice President – Norm Weston
Past President – Miki Mikolajczak
President Elect – Carmen Dominguez
Secretary – Dan Walsh

7. ADOPTION OF CONSENT CALENDAR ITEMS

A. Senate Executive Committee to Act on Behalf of the Senate During the Summer

Jeanne Smith moved, it was seconded by Rich Potratz and approved that the Senate transfer authority to its Officers to act on its behalf during the summer.

B. California Community College System Wide AP Credit for General Education

Jeanne Smith moved, it was seconded by Cheryl Altman and the CCC GE AP list and template was approved.

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

Dan Walsh moved, it was seconded by Cheryl Altman and the list of Faculty to Sit on Committees was approved with the addition of Irene Renault to Full-Time Faculty Hiring Prioritization.
B. Basic Skills Initiative  
Cheryl Altman summarized the progress achieved by the Basic Skills Initiative Committee this year and there were presentations from Karah Street, Frances Diaz, Larry Perez, Roni Lebauer, Penny Skaff, and Barbara Tamialis. 

*Carmen Dominguez moved, it was seconded by Barbara Tamialis and passed unanimously that the Academic Senate of Saddleback College supports the mission of the Basic Skills Initiative and recommends the hire of a full time Academic Administrator as Director for the BSI Program.*

C. Program Review – Changes to Process  
The new version of the process was shared with Senators. The change includes new names of committees and reinstates the practice of presenting program review reports to the Consultation Council. This process will be posted to the website. 

*Jeanne Smith moved, it was seconded by Nancy Bessette and the Program Review Process was approved.*

D. By-Laws: Program Discontinuance  
The process is in place but it is not in the Senate By-Laws. 

*Dan Walsh moved, it was seconded by Cheryl Altman and approved that the Program Discontinuance process already in place be incorporated into the Academic Senate By-Laws.*

9. NEW BUSINESS  
A. Proposed Senate Meetings 2009-2010  
*Ginny Giguere moved, it was seconded by Nancy Bessette and the proposed Senate meeting schedule for 2009-2010 was approved.*

B. Faculty Handbook Review  
Senate officers will be working on the faculty handbook to have it ready by the fall semester.

C. Promising Outcomes Work and Exemplary Research Awards  
Consider nominating faculty who have made achievements in these areas. Nominations should be submitted to the Senate by May 22.
D. A Big Thank You

Certificates of appreciation were handed out.

10. COMMITTEE REPORTS

A. Executive

No report.

B. Senate Standing Committee

Honors – Alannah Rosenberg reported on the current status of the Honors Program. Honors students at Saddleback have strong transfer rates to universities. Acceptance of students out of high school to UCLA is down to 21% and 30% from community colleges. Rates for transfer to UCs are doubled by completion of honors program at community college. The honors program especially focuses on writing skills, making students appealing to UCs and UC1 gives Saddleback Honors students with a 3.5 guaranteed admission, money, housing and acceptance to their university honors program. Second year Honors students present at a student research conference. Saddleback students who have presented there have received awards for their performance. The chair of Honors 2009-2010 will be filled by Collette Chattopadhyay and Jennifer Hedgecock so that the work is shared and the institutional memory is sustained. Honors program celebration in SSC 212 next wed at 2pm.

C. College, Division & District Committee

No report.

11. DIVISION REPORTS

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 4:00 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA
Agenda Item 4.A.1 Minutes from April 22, 2009
Agenda Item 6.A.1 Memo to the Senate for May 6, 2009
Agenda Item 5.A.1 Radiation Nation, Relay for Life
Agenda Item 7.B.1 Resolution on Adopt and Publicize California Community College
General Education Advanced Place (CCC GE AP) List and Template
Agenda Item 8.A.1 Approval of faculty to sit on the following committees
Agenda Item 8.B.1 SC Basic Skills Initiative for Student Success, Summary of Activities and Events for the 08/09 Academic Year
Agenda Item 8.C.1 SC Program Review Handbook for Instructional Programs 2009-2010
Agenda Item 9.A.1 Proposed Academic Senate Meeting Dates for 2009/2010
Agenda Item 9.C.1 Promising Outcomes Work and Exemplary Research Awards
Agenda Item 10.B.1 Proposed Honors Program Co-Chairs Team beginning Fall 2009

KEYWORDS
Basic Skills
By-Laws
Faculty Handbook
Program Review