SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES

October 15, 2008
2:00 p.m. to 4:00 p.m.
AGB Conference Room – AGB 107

1. CALL TO ORDER

President Cosgrove called the meeting to order at 2:05 pm.

2. INTRODUCE AND WELCOME GUESTS

3. ADOPTION OF AGENDA

Dan Walsh moved, it was seconded by Carmen Dominguez and was approved that the agenda be adopted with the following changes: pulled consent calendar; agenda items arranged according to arrival of speakers rather than set schedule.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Carmen Dominguez moved, it was seconded by Jeanne Smith and affirmed that the minutes from October 1 be approved.

5. PUBLIC COMMENTS

Miki Mikolajczak announced Transfer Day. Applications are being accepted for the CSUs, UCs, and USC.

Susan Nawa Raridon thanked the Academic Senate for its support during the decision making process that resulted in an interim replacement for the Nursing Director/Assistant Dean.

Cheryl Altman announced that the Saddleback Basic Skills Action Plan and Expenditure Plan was completed and sent to the state. She distributed flyers announcing the Basic Skills Committee’s efforts to provide support to faculty in all disciplines. On November 7, a luncheon has been scheduled by the Basic Skills Committee to bring together department chairs and division deans for discussion of Basic Skills issues. Please contact the Basic Skills Discipline Experts for assistance with addressing your students’ needs.

6. PRESIDENT’S REPORT

A. Board Meetings/ District/ Chancellor
Morgan Barrows and Mary Williams were recognized for their service in preparing the Accreditation Reports.

The memo that was distributed included notes on the following:

- New Faculty Training
- Program Review Chair
- Foundation Gala
- SLOs are Ongoing

7. ADOPTION OF CONSENT CALENDAR ITEMS

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

Jeanne Smith moved, it was seconded by Janet Bagwell and passed that the list of Faculty to Sit on Committees be approved.

B. HS Director of Nursing

Diane Pestolesi reported that the position of Director of Nursing/Assistant Dean is going to the Board of Trustees for approval on October 16.

C. Hiring Prioritization Committee Recommendations

Carmen Dominguez distributed the recommendations of the Hiring Prioritization Committee. Discussion followed. It was suggested that, in the future, the process of hiring prioritization should be initiated in April to allow more time for instructional units to prepare their documents.

Dan Walsh moved, it was seconded by Susan Nawa Raridon and passed that the Hiring Prioritization Committee Recommendations be approved.

19 yea, 0 nay, 1 abstain

9. NEW BUSINESS

A. Bookstore Concerns

Audra DiPadova described the plans for launching an emergency fund to support students who cannot afford to buy their textbooks. There is also a plan being developed to use Student Development funds to purchase books for library reserve. Rules and policies for the allotment of these funds are being written.

Discussion followed. Representatives from Follett Management Group reminded faculty that older editions of textbooks are often available from alternative
sources after the publisher is no longer distributing them. Early book adoption gives the bookstore time to source used books to fill the orders. Also, a book that has been adopted for the upcoming semester will be bought back from students on campus for 50% of its price. These tips can help faculty make decisions that lead to lower costs for students.

B. Planning for 6 year Accreditation Self Study

LHE is being arranged for compensation for Accreditation chairs and stipends will be available for committee members. The report must be completed by August 2010, in advance of the visit that fall. If you are interested in serving on any part of the Self Study Committee, please contact Bob Cosgrove.

C. Marketing Committee

Jennie McCue reported to the Senate that a marketing consultant has been hired by the district. The college decided to implement the following projects with this consultant: Community Needs Assessment Phone Survey (800 households) and Student Gap Survey (online survey of new registrants). Senators were encouraged to review the items on the Gap Survey with their divisions and send comments or suggestions to Jennie McCue.

10. COMMITTEE REPORTS

A. Executive

No report.

B. Senate Standing Committee

No report.

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 6.A.1 Memo to the Senate for October 15, 2008
Agenda Item 8.A.1 Approval of faculty to sit on the following committees
Agenda Item 8.C.1 Faculty Hiring Prioritization Committee Ranked list of Faculty Positions
Agenda Item 9.A.1 Strategic Plan for Reducing the High Cost of Textbooks
Agenda Item 9.C.1 Student Gap Study

KEYWORDS

Accreditation
Bookstore
Faculty Hiring Prioritization
Marketing
Nursing Director/Assistant Dean