SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES

September 28, 2011
2:00 p.m. to 4:00 p.m.
AGB Conference Room – AGB 106

Senate Officers:
Dan Walsh, President: Present
Kim Stankovich, Vice President: Present
Bob Cosgrove, President Elect: Present
Alannah Rosenberg, Past President: Present
Bruce Gilman, Secretary: Present

Senators:
Business Science (2): Don Bowman Present, Tony Teng Present
Counseling Services (3): Kim d’Arcy Present, Georgina Guy Absent, Brad McReynolds (spring) Absent, Larissa Roostee (fall) Absent
Emeritus Institute (1): Brad Reynolds (spring) Absent, Larissa Roostee (fall) Absent
Fine Arts (2): Heidi Ochoa Present, Karen Jacobsen Present, Brandee Craig (spring) Present, Nick Trani (fall) Present
Health Science (3): Linda Call Present, Pat McGinley Present, Diane Pestolesi Absent
Kinesiology & Athletics (2): Brandee Craig (spring) Absent, Karen Jacobsen Present,
Learning Resources (1): April Cunningham (fall) Present, Elizabeth Horan (alt) (spring) Absent
Social and Behavioral Sciences (3): Howard Gensler Present, Cristina Russell Present, Maureen Smith Present

Shared Governance Group Representative
Marlene Sais, Classified Senate Present
Austin De Soto, ASG Present

Visitors and Other Guests
Allison Camelot, SBS
Matt Hunt, LA
1. CALL TO ORDER

The meeting was called to order at 2:02 p.m.

2. INTRODUCE AND WELCOME GUESTS

Matt Hunt from English and Allison Camelot from Social Sciences were introduced.

3. ADOPTION OF AGENDA

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

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Jeanne Smith moved, it was seconded by Heidi Ochoa, and affirmed that the minutes from September 14, 2011 be approved.

5. PUBLIC COMMENTS

Matt Hunt requested that the Senate inquire about the administrative process responsible for the recent adoption of the Summer 2012 academic calendar.

6. PRESIDENT’S REPORT

A. Board Meetings/ District/ Chancellor

Summer school 2012 will feature one 8-week session with an imbedded 6-week term.

The Saddleback administration has moved to prevent instructors from teaching their full load as online instruction.

An administrative regulation is being created to address honorary degrees.

Senators are encouraged to report to their divisions/Departments concerning governance matters.

7. ADOPTION OF CONSENT CALENDAR ITEMS

Jeanne Smith moved, it was seconded by Gary Luke, and was approved by voice vote that New Faculty Hire items be adopted to the calendar.

A. New Faculty Hires

Maureen Smith moved, it was seconded by Carol Ziehm, and passed by voice vote
that the Full-Time Faculty Hiring Prioritization Committee reconvene to reconsider its rankings due to procedural inconsistencies. A friendly amendment, moved by Alannah Rosenberg, seconded by Bob Cosgrove, and passed by voice vote, recommended no further presentations before the committee.

8. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

Jeanne Smith moved, it was seconded by Carol Ziehm, and passed by voice vote that the amended list of faculty to sit on Committees be approved.

B. District-Wide Function Map

District Wide Planning and Decision Making Manual

Dr. Debra Fitzsimons presented the newly revised District-Wide Function Map. Feedback may be sent to Claire Cesareo-Silva. Comments and approval will be solicited at the next Senate meeting.

C. Faculty Replacement Positions

The current list of faculty replacement positions, adopted in Spring 2011, will be forwarded to the Board of Trustees in October.

D. Accreditation

Bob Cosgrove reported that the current accreditation report was presented to the Board of Trustees on September 26, 2011 and approved. The midterm accreditation process will begin in Spring 2012. The Accreditation Steering Committee will consider ways to encourage faculty participation in the process.

E. Program Review Process

Claire Cesareo-Silva and Heidi Ochoa reported that the new Program Review Process will feature a 2-year cycle with no annual updates. The new process is intended to reduce workload for departmental writers and to align departmental programs with Saddleback academic goals.

Bob Cosgrove moved, it was seconded by Suzanne Hewitt, and passed by voice vote that the Program Review Process be approved.

F. Board Policies and Administrative Regulations

AR 4306 – Calendar Preparation

Carol Ziehm moved, it was seconded by Cristina Russell, and passed by voice vote that District language be replaced with Saddleback College language.
AR 6125 – Field Trips and Field Study Courses

Jeanne Smith moved, it was seconded by Gary Luke, and passed by voice vote that Saddleback College language and a substitute paragraph be added.

9. NEW BUSINESS

A. Faculty Tenure Review

Claire Cesareo-Silva reminded the Senate that while Deans appoint Tenure Review Committees, they must consult with department chairs about membership. California Education Code reinforces the principle that Academic Senates should approve committee appointments.

B. Board Policies and Administrative Regulations

AR 3110 – Basic Aid Allocation Process

Carol Hilton presented the new administrative regulation which articulates a restructured process for Basic Aid allocation. The regulation will be discussed at the next Senate meeting.

C. Committee Report on Faculty Right to Grade:
   The Case of Academic Dishonesty

Howard Gensler presented a legal memo concerning academic dishonesty and faculty grading policy.

Jeanne Smith moved, it was seconded by Gary Luke, and passed by voice vote that the Senate accept the report for further consideration.

D. Academic Calendar 2013-2014

Jenny Langrell presented a draft of the calendar for academic year 2013-14.

10. COMMITTEE REPORTS

A. Executive

No report.

B. Senate Standing Committees

No report.
C. College, Division & District Committees
   No report.

11. REPRESENTATIONAL AREA REPORTS
   The Transfer Center reminded faculty of upcoming college tours, UC personal statement counseling sessions, and important transfer dates.

12. CONSTITUENCY GROUP REPORTS
   A. Faculty Association
      No report.
   B. Student Government
      A successful Blood Drive concluded on September 28; a holiday Turkey Drive is planned.
   C. Classified Staff
      No report.

13. ADJOURNMENT
   The meeting was adjourned at 4:02 p.m.

HANDOUTS DISTRIBUTED WITH AGENDA
   Agenda Item 4.A Minutes from September 28, 2011
   Agenda Item 6.A President’s Report
   Agenda Item 8.A Approval of Faculty to Sit on Committees
   Agenda Item 8.C Faculty Replacement Positions 2011-2012
   Agenda Item 8.F.1 AR4306 Calendar Preparation (Academic Senate DRAFT)
   Agenda Item 8.F.2 AR6125 Field Trips and Field Study Courses (proposed changes)
   Agenda Item 9.B AR3110 Basic Aid Allocation Process (DRAFT)
   Agenda Item 9.C Committee Report on Faculty Right to Grade: The Case of Academic Dishonesty submitted by Howard Gensler
   Agenda Item 9.D Academic Calendar 2013-2013 (Saddleback College DRAFT)

KEYWORDS