SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES

November 7, 2018
2:00 PM to 4:00 PM
President’s Conference Room AGB 106

Senate Officers:
8 Blake Stephens, AIA, President Present
9 Bruce Gilman, Ph.D., Vice President Present
10 Scott Fredrickson, Vice President Present
11 Dan Walsh, President Elect/Past Pres. Present
12 Michelle Duffy, Ed.D., Secretary Present

Advanced Tech & Applied Science (2)
15 Morgan Barrows Absent
16 Ken Lee Present
17 Lori Hoolihan (Alternate) Absent
18 Ari Grayson (Alternate) Present

Associate Faculty (4)
21 Karyn Bower Absent
22 Sara Gonzalez Present
23 Dana Jean Smith Absent
24 Michelle Weckerly Absent

Econ & Wkforce Dev and Bus Science (2)
27 Don Bowman Present
28 Brock Shermerhorn Present

Counseling Services (3)
31 Maryam Azary Present
32 Jan Ventura Present

Community Ed, Emeritus Inst & K-12 (1)
35 Jill Ibbotson Present
36 Annie Gilbert (Alternate) Absent
37 Pamme Turner (Alternate) Absent

Fine Arts & Media Technology (3)
40 Kim Stankovich Present
41 Barbara Huggins Absent
42 Maria Mayenzet Present

Health Sciences & Human Services (3)
45 Jodi Caggiano Present
46 Jackie Novak Present
47 Barbara Huggins Present
48 Carrie Danko (Alternate) Absent

Kinesiology & Athletics (2)
51 Deidre Cavazzi (Spring) Absent
52 Lindsay Steinriede Present

Liberal Arts (4)
56 Jennifer Hedgecock Absent
57 Femia Scarfone Present
58 Daniel Barlow Present
59 Carrie Goulding Absent

Math, Science & Engineering (4)
62 Jonathan Luque (Spring) Present
63 Jim Repka Present
64 Jacob Tracy (Spring) Present
65 Michele Rousseau Present

Online Education & Learning Resources (1)
68 Jenny Langrell Present

Social and Behavioral Sciences (4)
71 Christina Smith Present
72 Erica Vogel Absent
73 Caroline Gee Present
74 Howard Gensler Absent
75 Maureen Smith (Alternate) Absent

Student Equity & Special Programs (2)
78 Ann Marie Breslin Present
79 Efren Rangel Present
80 Michael Hoggatt (Alternate) Absent

Shared Governance Group Representative
83 Kurt Meyer, Faculty Assoc. Pres. Absent
84 Darren England, Class. Senate Pres. Present
85 Bret Landen, ASG Student Rep. Absent

Visitors and Other Guests
88 Nicole Major, SBS
89 Emily Quinlan, Business Law, EWDBS
90 Natalie Quinlan, ASG
91 Juan Avalos, VPSS
92 Claire Cesareo, SBS; EPA Chair
93 Kari Irwin, Asst Dean, CTE
94 Margot Lovett, SBS; Honors Co-Chair
95 Heidi Ochoa, FAMT; Honors Co-Chair
96 Tram Vo-Kumamoto, VPI
97 Penny Skaff, Dean of Counseling
1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

Natalie Quinlan was present as representative for ASG.

3. ADOPTION OF AGENDA

Dan Walsh moved to adopt the agenda with flexibility to move items to accommodate guests. Don Bowman seconded the motion. The Academic Senate unanimously approved the adoption of the agenda.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Dan Walsh moved to adopt the minutes from the previous meeting. Kim Stankovich seconded. The Academic Senate unanimously approved the adoption of the minutes.

5. PUBLIC COMMENTS

Nicole Major announced that a Zero-Cost Textbook (ZCT) survey was sent to all faculty and asked the senators to please request that faculty in their divisions complete the survey. Another stipend opportunity is coming up in January. Please contact Nicole Major or Jennifer Pakula if interested or if you have questions.

Bruce Gilman voiced his support over faculty taking time to complete the Zero-Cost Textbook survey. He also reminded senators that faculty have been sent a survey from the Student Success committee about critical thinking and requested that faculty complete that survey as well.

Steve Rosa shared that the Winter Dance concert is next week on Thursday, Friday, and Saturday. Faculty are given complimentary tickets. Just show ID at the box office.

Ari Grayson shared the success of Don’t Ghost the Vote last week. More events will be held to encourage students to become involved.
Emily Quinlan shared that the American Association of University Women (who was on campus for our Don’t Ghost the Vote event) encouraged our students to form their own club on campus. A few students decided to move forward with it and an informational meeting was held today. Another meeting will be held next Thursday at 5pm.

6. PRESIDENT’S REPORT
(see attached Item 6)

7. ADOPTION OF CONSENT CALENDAR ITEMS

Don Bowman moved to adopt the consent calendar items. Dan Walsh seconded. The Academic Senate unanimously approved the adoption of the consent calendar items.

8. OLD BUSINESS

A. Approval of Faculty to sit on Committees

Ann Marie Breslin motioned to approve the Saddleback College Academic Senate Approval of Faculty to Sit on Committees for Senate and Curriculum, amending for attendees’ suggestions on adds, deletions, and edits. Kim Stankovich seconded the motion. The Academic Senate voted to approve unanimously.

B. BPARs

Dan Walsh shared our most recent BP and AR drafts. The group has not meet again so no new information was presented. Dan requested any revisions or concerns be sent to him.

AR/BP 3006- Energy and Sustainability; Dan asked for feedback.
BP 3700- Instructional and Course Materials Fees Policy; Community College League of California provided the language. Blake Stephens voiced his approval.

Kim Stankovich moved to adopt BP 3700. Bruce Gilman seconded the motion. The Academic Senate unanimously approved BP 3700.

C. Curriculum Update

Michelle Duffy shared dates for the upcoming 2020-2021 scheduled review cycle.
Scheduled review course lists to be released on March 1st with a due date (launch date) of April 30th. She also reminded faculty that the intents for new courses and programs are due by January 31st in order to be considered during the upcoming cycle.

D. Honors Faculty

Margot Lovett and Heidi Ochoa, co-chairs of the Honors Board, shared information about the Honors program in light of the recent push toward program productivity. Margot addressed that although classes are typically capped at 45, there are some courses, honors
included, that have course caps lower than 45 for pedagogical needs. These lower course
caps are offset by higher demands on faculty. Heidi shared a one-page summary of the
Honors Program and data on its productivity. Honors faculty coach students in class as
well outside of class for competition and conference submissions. Transfer partnerships
created by Honors are good publicity for the college. Margot shared FTES, WSCH, and
retention rates for the Honors program courses and highlighted the growth and success of
the program. Heidi finished by pointing out how increasing course caps for honors
courses would not make a significant impact in the overall college productivity numbers
(less than 1%) while it would place a significant burden on honors faculty. Margot
requested a draft resolution be brought to Senate regarding honors course caps, LHE paid
to honors faculty, and an emphasis on the need for the college to support the Honors
program. Dan Walsh added if it ain’t broke, don’t fix it.

9. NEW BUSINESS


Claire Cesareo shared a document about the Program Vitality Inquiry Process which was
last seen in Senate in 2015. There are three possible outcomes when examining the
vitality of a program: (1) continue as is, (2) continue with modification, or (3)
discontinuance. EPA has reviewed the process and found it to be sound. They are
recommending only minor changes (wordsmithing and grammar).

Kari Irwin shared Ed Code 78016 which addresses the need for CTE programs to be
reviewed every two years. Looks at three areas: (1) Labor Market demand, (2)
unnecessary duplication, and (3) effectiveness of programs - completions, job
placement…

All programs including CTE are on a three-year cycle.

Saddleback and IVC will be working together to complete the Program Reporting form.
A draft was passed out. Programs that do not meet the requirements would then proceed
through the Program Vitality process.

B. AB 705

Blake Stephens shared how modeling clarity and providing good information is key to
being successful in the implementation of AB 705. Penny Skaff was present and
explained what has been occurring as a result of AB 705. Students are no longer required
to take placement tests and are being placed based on high school transcripts. Students
who were previously placed into below college level English and/or Math will be sent an
email explaining that the placement process has changed and directs them to see a
counselor.
C. Professional Development

Bruce Gilman shared the ITL proposed activities for 2018-2019. He encouraged faculty to get involved. Meetings are every other Monday at 3pm.

D. Display of Seat Availability Summer and Fall 2019

Blake Stephens reported that the online course schedule has been amended and department chairs/deans are able to select either “Open Seats: #” or “Seats Available” to display for their courses.

E. Summer 2020 Dates

Tram Vo-Kumamoto shared how she would like to work with Senate or a work group to enhance our summer schedule and find ways to capture larger student enrollments in Summer 2020. Perhaps five-week courses? Would a 5/5 model work? Anyone who is interested, please email Blake Stephens. Dan Walsh suggested working with the Calendar Committee.

F. Promise Update

Juan Avalos updated (1) Cohort 1 has 267 students; students are being assessed and progress is being examined; the students have been surveyed about their needs and whether they are being met; all but five students have met with a counselor about their plans for next semester; successes will be assessed at the end of the semester; and (2) Cohort 2 will have 500 students; they will also be granted two years; minor adjustments to eligibility were made to include financial measures focusing students from low to middle income families; COUN 100 is still the entry way into the program.

G. Course Hours Minimum - Credit and Impact of Emergency Closures

Tram Vo-Kumamoto shared the impact of our recent power outage on our minimum class hours. She is requesting to work with a group of faculty to come up with a solution. Class minimum contact hours were shared. Scheduling on the bottom end of the formula puts us at risk of dropping below the minimums. If interested joining this workgroup, please contact Blake Stephens. Dan Walsh suggested looking at State resolutions addressing this matter before spending time on it.

H. DRAC

Blake Stephens covered this in his President’s report.
I. Professional Development Opportunity for Part-Time Faculty

Blake Stephens shared that an email was sent out today announcing a professional development opportunity specifically for part-time faculty.

J. Fall Plenary 2018 Report

Scott Fredrickson shared his experience at Plenary that centered on a conversation about 10 +1. He was alarmed to find out that many colleges have given up some of their rights and commended our faculty leaders for looking out for the best interests of our faculty over the years. Michelle Duffy attended primarily the curriculum-based breakouts and found the issues being discussed as consistent with measures being taken at Saddleback. No new news at this point.

K. Fifteen Minute Computer Time-Out in Classrooms

Blake Stephens discussed how computers are auto-logging out faculty and stressed the need for a resolution that requests 3 hours time-out sessions. Darren England shared that the short auto logged out was supposed to be for desktops, not classroom or counselors. It was reported that Anthony Maciel said all computers need to have the 15 minute time out; auditor said because we have departments that handle money, the timeout is needed. Dan Walsh motioned to the appropriate entity to fix the login issue. Don Bowman agreed; Jim Rekpa seconded the motion. The Academic Senate unanimously approved a resolution to change the 15 minute time-out to 3 hours on classroom and counselor computers.

10. COMMITTEE REPORTS

A. Executive

None.

B. College/Senate Committees

None.

11. REPRESENTATIONAL AREA REPORTS

Darren England shared that Family Night was that evening and 300-350 families were expected to participate. It was in SSC 212 at 6pm.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Blake Stephens covered this in his President’s report.
B. Student Government

Natalie Quinlan was in attendance to represent the ASG. She shared that the Student Senate is writing a general assembly resolution to increasing library times on both weekdays and weekends.

C. Classified Staff

Darren England reported potluck and Halloween Costume contest was a success; Veteran’s Drive is winding down so please get donations turned in to your divisions. Running low on donations please help.

13. ADJOURNMENT –

Blake Stephens adjourned the meeting at 3:43pm.

HANDOUTS DISTRIBUTED WITH AGENDA/AVAILABLE ON SADDLEBACK SHAREPOINT

Agenda for 11-7-2018
Agenda Item 4 - Minutes from 10-24-2018 DRAFT
Agenda Item 6 – President’s Report
Agenda Item 7A.1 - Proposed New and Revised Families (MUS) for Academic Year 2019-20
Agenda Item 7A.2 - Proposed Course Revisions for Academic Year 2019-20
Agenda Item 7A.3 - SC/IVC 2019-20 Comparable Course Changes
Agenda Item 7A.4 - Proposed Program Revisions for Academic Year 2019-20
Agenda Item 8.A - Approval of Faculty to Sit on Committees 11-7-2018
Agenda Item 8B.1 – BP-3006 Sustainability 10-19-18 BPARC
Agenda Item 8B.2 – AR-3006 Sustainability 10-19-18 BPARC
Agenda Item 8B.3 – BP-3700 Instructional and Course Materials Fees 10-19-18 BPARC

AVAILABLE ON SADDLEBACK SHAREPOINT

Agenda Item 9A – PVI and Ed Code 78016 – Fall 18
Agenda Item 9G – Carnegie Units and Fall 2018 Classes Affected by Power Outage

KEYWORDS