## SADDLEBACK COLLEGE – ACADEMIC SENATE

### MINUTES
March 13, 2019
2:00 PM to 4:00 PM
President’s Conference Room AGB 106

<table>
<thead>
<tr>
<th>Senate Officers:</th>
<th>Associate Faculty</th>
<th>Advanced Tech &amp; Applied Science</th>
<th>Econ &amp; Wkforce Dev and Bus Science</th>
<th>Counseling Services</th>
<th>Community Ed, Emeritus Inst &amp; K-12</th>
<th>Fine Arts &amp; Media Technology</th>
<th>Health Sciences &amp; Human Services</th>
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<tbody>
<tr>
<td>8 Blake Stephens, AIA, President</td>
<td>22 Karyn Bower</td>
<td>16 Morgan Barrows</td>
<td>28 Econ &amp; Wkforce Dev and Bus Science</td>
<td>32 Maryam Azary</td>
<td>36 Jill Ibbotson</td>
<td>41 Kim Stankovich</td>
<td>46 Health Sciences &amp; Human Services</td>
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<td>9 Bruce Gilman, Ph.D., Vice President</td>
<td>23 Ken Lee</td>
<td>17 Ken Lee</td>
<td>29 Don Bowman</td>
<td>33 Jan Ventura</td>
<td>37 Jill Ibbotson</td>
<td>42 Barbara Holmes</td>
<td>47 Jodi Caggiano</td>
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<td>10 Scott Fredrickson, Vice President</td>
<td>18 Lori Hoolihan (Alternate)</td>
<td>18 Lori Hoolihan (Alternate)</td>
<td>30 Brock Shermerhorn</td>
<td>34 Annie Gilbert (Alternate)</td>
<td>38 Annie Gilbert (Alternate)</td>
<td>43 Barbara Holmes</td>
<td>48 Jackie Novak</td>
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<td>11 Dan Walsh, President Elect/Past Pres.</td>
<td>19 Lindsay Fox (Alternate)</td>
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<td>39 Pamme Turner (Alternate)</td>
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<td>44 Maria Mayenzet</td>
<td>49 Pat McGinley</td>
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<td>12 Michelle Duffy, Ed.D., Secretary</td>
<td>20 Ari Grayson (Alternate)</td>
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<td>50 Carrie Danko (Alternate)</td>
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<th>Kinesiology &amp; Athletics</th>
<th>Liberal Arts</th>
<th>Math, Science &amp; Engineering</th>
<th>Online Education &amp; Learning Resources</th>
<th>Social and Behavioral Sciences</th>
<th>Student Equity &amp; Special Programs</th>
<th>Shared Governance Group Representative</th>
<th>Visitors and Other Guests</th>
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<tbody>
<tr>
<td>52 Deidre Cavazzi (Spring)</td>
<td>58 Jennifer Hedgecock</td>
<td>63 Jonathan Luque (Spring)</td>
<td>69 Jenny Langrell</td>
<td>72 Christina Smith</td>
<td>79 Ann Marie Breslin</td>
<td>84 Kurt Meyer, Faculty Assoc. Pres.</td>
<td>90 Jim Rogers, Senior Director of College Facilities</td>
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<td>53 Lindsay Steinriede</td>
<td>59 Femia Scarfone</td>
<td>64 Jim Repka</td>
<td>70</td>
<td>73 Erica Vogel</td>
<td>80 Efren Rangel</td>
<td>86 Darren England, Class. Senate Pres.</td>
<td>91 Mahmoud El-Farra, ASG Director-Sustainability</td>
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<td>54 Steve Rosa (Fall)</td>
<td>60 Daniel Barlow</td>
<td>65 Jacob Tracy (Spring)</td>
<td>71</td>
<td>74 Margot Lovett</td>
<td>81 Michael Hoggatt (Alternate)</td>
<td>87 Citlali Perez, ASG Student Rep.</td>
<td>92 Natalie Quinlan, ASG</td>
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<td>55</td>
<td>61 Carrie Goulding</td>
<td>66 Karah Street</td>
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<td>82 Orlantha Nin (Alternate)</td>
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<td>93 Javier Osorio, ASG</td>
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<td>94 Mahmoud El-Farra, ASG</td>
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<td>95 Claire Cesareo, SBS</td>
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1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

Natalie Quinlan - ASG
Javier Osorio - ASG

3. ADOPTION OF AGENDA

Bruce Gilman moved to adopt the agenda with flexibility to move items to accommodate guests. Jodi Caggiano seconded the motion. The Academic Senate unanimously approved the adoption of the agenda.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Margot Lovett moved to adopt the minutes from the previous meeting. Brock Shermerhorn seconded. The Academic Senate unanimously approved the adoption of the minutes.

5. PUBLIC COMMENTS

Deidre Cavazzi shared that this summer classified staff are being put on 4 ten-hour days working Monday-Thursday with campus (IVC and district included) being closed on Fridays. Blake Stephens clarified that this directive came down from the Chancellor’s Office and was said to be a done deal. Darren England shared that it had come through Classified Senate who had issues with it, but then it was approved by the Chancellor. Deidre Cavazzi voiced further concerns over the impact on Fine Arts performances done throughout the summer. Ann Marie Breslin questioned if College for Kids would be adjusting to this schedule. Ari Grayson questioned if a cost analysis was conducted prior to the decision being made. Darren clarified that a study was done 8 years ago that showed closing down was not cost effective.

Jenny Langrell commented that daycare, the health center and police will be functioning on Fridays throughout the summer.
Scott Fredrickson remarked that on Monday night all lights in parking lot 5 were out and campus police had to provide light with their vehicle headlights.

6. PRESIDENT’S REPORT

(see attached Item 6A)

7. ADOPTION OF CONSENT CALENDAR ITEMS

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

8. OLD BUSINESS

A. Approval of Faculty to sit on Committees

Dan Walsh 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. Bruce Gilman seconded the motion. The Academic Senate voted to approve unanimously.

B. BPAR: BP 3100 Budget Preparation

Dan Walsh reported on BPARC 3100. There is a big shift in policy with the newest version including language about how the district thinks money should be spent. This document codifies that we will be following the state funding model for the colleges. Currently, the DRAC model is a shared governance process, but this BP supersedes it. This document will go back to BPARC at the end of April with our concerns and questions. Don Bowman emphasized that he feels this document, as presented, takes away flexibility. Blake Stephens shared his concern about how we are a Basic Aid district, yet we are funded like with state apportionment. Essentially, the district is underfunding our colleges and use Basic Aid funds for a variety of one-time expenses even though they claim this should not happen.

Dan Walsh requested a subgroup of people to meet and discuss concerns. Please contact him if interested.

Bruce Gilman motioned to reject BP 3100 as written; Margot Lovett seconded. The Academic Senate voted unanimously to reject BP 3100 as written.

(see attached Item 8B)

C. Curriculum Update

Michelle Duffy reminded senators about upcoming due dates for the 2020-2021 scheduled review cycle. Scheduled review course lists were posted on March 1st and
emailed to division deans and senior admins with the direction to share them with
department chairs. The due date (launch date) for all scheduled review, new courses, and
paperwork for new/revised programs is April 30th. Bootcamps are scheduled in BGS 249
for the following dates and times: Monday, March 25th 1-3pm; Tuesday, April 2nd 2:30-
4:30pm; Wednesday, April 10th 12-2pm; and Thursday, April 18th 1-3pm.

D. Academic Senate By-Laws Revisions

dan Walsh shared the changes (seen last meeting).

Don Bowman moved to adopt the Academic Senate By-Laws revisions. Margot Lovett
seconded. The Academic Senate unanimously approved the adoption of the Academic
Senate By-Laws revisions.

(see attached Item 8D)

E. ITL Update

Claire Cesareo and Bruce Gilman shared handouts: (1) A Vision for the Faculty Center
for Student Success which shows how the ITL (Institute of Teaching and Learning) fits
within the Faculty Center and Academic Senate, (2) A Vision for the ITL which is
envisioned as being a collaboration between the ITL Coordinator and the PD Coordinator
for PD Week, faculty development activities, AHE (Avid for Higher Education),
communication, new initiatives etc., and (3) ITL Job Descriptions.

Bruce requested that names for those interested in being the ITL Coordinator be sent to
Christie Smead or Blake Stephens within the next academic week.

9. NEW BUSINESS

A. Facilities Update

Jim Rogers, Senior Director of College Facilities, discussed four things: (1) Gateway
project is getting underway, (2) Access Control Project- retrofitting all doors on campus
with electronic control, button the back of your access card will lock the door if
deployed, this process is being completed in six phases and ADA compliancy will be
addressed at the same time, (3) Scheduled maintenance is a focus; there were 29 roof
leaks this winter- these are being fixed and do preventive maintenance, and (4) Facility
changes have occurred over the past year; please contact him directly if you need
something addressed; work orders will no longer be closed without an appropriate
response; he is the only one who can reject a work order now.

Scott Fredrickson questioned the issue with lighting in parking lot 5; Jim was unaware of
a problem. Margot Lovett thanked Jim for his work and noted that she is encouraged by
his efforts this far.
Deidre asked if there is a scheduled maintenance list in place; Jim responded yes and he is working with Cory Wathen, Vice President, College Administrative Services, to prioritize the list.

**B. Affordable Housing Ad-Hoc Committee**

Javier Osorio and Natalie Quinlan, ASG Affordable Housing Ad-Hoc Committee Co-Chairs, shared the impact of non-academic barriers as identified by the Saddleback College Housing and Foods Needs Survey from Sept 2018 and Real 114 @Compton College which classified contemporary students as “adultified.”

Results showed that 5% of our student population can be considered homeless and access to affordable housing would positively improve their student experience. Javier and Natalie showed examples of housing opening at OCC in Fall 2020 which was funded by a public/private partnership.

Blake Stephens shared that Saddleback has the availability of land for a project of this sort. Erica Vogel questioned the stipulations for students who would qualify for this type of housing. Jacob Tracy also inquired if the OCC model is considered student housing or affordable student housing? Javier answered that it seems that OCC is marketing to International Students and their housing is “amenity rich.”

There is a non-academic survey currently being sent out to students about housing. Javier requested that faculty remind students to complete the survey.

Don Bowman moved to continue the discussion and investigation of student housing. Scott Fredrickson seconded. The Academic Senate unanimously approved to continue the discussion and investigation of student housing.

**C. Sustainability Committee**

Mahmoud El-Farra, ASG Director of Sustainability, shared the Committee One Sheet. The committee has been discussing items such as: solar panels in the parking lot and solar benches, OCTA commute plan to get free/reduced transportation for college students called “OC Bus”, and the Earth Week event.

If interested in filling positions (need faculty and classified staff) on the committee, please contact him.

Bruce Gilman moved to support the Sustainability Committee One Sheet. Deidre Cavazzi seconded. The Academic Senate unanimously approved the adoption of the Sustainability Committee One Sheet.

**D. Adult Community Education: New Classes/Proposal for Summer 2019**

Michelle Duffy shared new courses and directed questions/concerns be sent to Karima Feldhus.

(see attached Item 9D)
E. Faculty Development Funding Guidelines Change
Christie Smead shared for the Faculty Development Funding Committee a change requested to the Funding Guidelines. Item #1 was reworded to include “or obtaining” required certificates/licensures.

Concerns regarding the current language of the funding guidelines were addressed. Deidre Cavazzi noted that the version shown did not include “projects” which senators had previously discussed (AS Committee Meeting 8-23-2017). Christie confirmed that although projects are part of the bylaws, they are currently not in the funding guidelines. Margot noted that the funding guidelines should parallel the bylaws.

Senate recommended that the guidelines be revisited and revised to include both of the areas of concern mentioned.

10. COMMITTEE REPORTS
A. Executive
None.

B. College/Senate Committees
Bruce Gilman shared the book choice of OB1C and noted that the author of Educated, Tara Westover, will visit campus next year on April 29, 2020.

11. REPRESENTATIONAL AREA REPORTS
Jodi Caggiano shared that the Nursing Department recently just finished their national accreditation site visits by ACEN and was found in compliance! National accreditation helps students ensure a smooth transfer to four year universities and helps qualify them for grants. 😊

12. CONSTITUENCY GROUP REPORTS
A. Faculty Association
Blake Stephens asked qualified faculty to vote on the contract.

B. Student Government
None.

C. Classified Staff
Darren England announced that Senior Day is tomorrow between 11-2pm in the quad. He also shared that Classified Senate Professional Development guidelines are changing
anything required by division as reoccurring training will need to be covered by individual divisions. Finally, the Classified luncheon was last Friday. It was very nice and well attended.

13. ADJOURNMENT –

Blake Stephens adjourned the meeting at 3:43.

HANDOUTS DISTRIBUTED WITH AGENDA AND/OR AVAILABLE ON SADDLEBACK SHAREPOINT:

- Agenda Item 4 – Minutes from 2-27-2019 Draft
- Agenda Item 6 – President’s Report: 3-13-2019
- 7A.1 – Proposed course revision for academic year 2019-20
- 7A.2 – Proposed program revisions for academic year 2019-20
- 7A.3 – Online addendum - ANTH 13
- 7A.4 – New course proposals for academic year 2020-21
- 7A.5 – New program justifications for academic year 2020-21
- Agenda Item 7B.1-20 – Educational Planning and Assessment – Final Program Review
- Reports
  - 1. ACCT
  - 2. AE SL
  - 3. ANTH
  - 4. ASTR
  - 5. BIO
  - 6. CDE
  - 7. CTVR
  - 8. EMT
  - 9. ENV
  - 10. GD
  - 11. GE
  - 12. HIST
  - 13. HLTH
  - 14. HON
  - 15. HS
  - 16. JRN
  - 17. HLTH
  - 18. PSYC
  - 19. SL
  - 20. SP
- Agenda Item 8A – Approval of Faculty to Sit on Committees 3-13-2019
- Agenda Item 8B.1 – BP 3100 - Budget Preparation
- Agenda Item 8B.2 – AR 3100 - Budget Preparation
- Agenda Item 8D – Academic Senate By-Laws Revisions
- Agenda 9B – Affordable Housing Ad-Hoc Committee
- Agenda Item 9C – Sustainability Committee
- Agenda Item 9D – Adult Community Education: New Classes/Proposal for Spring 2019
- Agenda Item 9E – Faculty Development Funding Guidelines Change

KEYWORDS