## MINUTES

**August 15, 2018**

2:00 p.m. to 4:00 p.m.

President’s Conference Room AGB 106

### Senate Officers:
- Blake Stephens, AIA, President  
- Bruce Gilman, Ph.D., Vice President  
- Scott Fredrickson, Vice President  
- Dan Walsh, President Elect/Past Pres.  
- Michelle Duffy, Ed.D., Secretary

### Advanced Tech & Applied Science (2)
- Morgan Barrows  
- Ken Lee

### Associate Faculty (4)
- Karyn Bower  
- Sara Gonzalez  
- Dana Jean Smith  
- Michelle Weckerly

### Econ & Wkforce Dev and Bus Science (2)
- Don Bowman  
- Brock Shermerhorn

### Counseling Services (3)
- Maryam Azary  
- Jan Ventura

### Community Ed, Emeritus Inst & K-12 (1)
- Jill IlbOtson  
- Annie Gilbert (Alternate)  
- Pamme Turner (Alternate)

### Fine Arts & Media Technology (3)
- Charlie Myers  
- Heidi Ochoa  
- Laura Haight (Alternate)

### Health Sciences & Human Services (3)
- Kim Branch-Stewart  
- Jodi Caggiano

### Kinesiology & Athletics (2)
- Deidre Cavazzi (spring)  
- Lindsay Steinriede  
- Steve Rosa (fall)

### Liberal Arts (4)
- Jennifer Hedgescock  
- Femia Scarfone  
- Daniel Barlow

### Math, Science & Engineering (4)
- Ed Haley  
- Jason Hole  
- Jonathan Luque (Spring)  
- Jim Repka

### Online Educat & Learning Resources (1)
- Jenny Langrell

### Social and Behavioral Sciences (4)
- Brenda Plascencia-Carrizosa  
- Christina Smith  
- Erica Vogel  
- Caroline Gee (Alternate)

### Student Equity & Special Programs (1)
- Ann Marie Breslin

### Shared Governance Group Representative
- Kurt Meyer, Faculty Assoc. Pres.  
- Maya Fransz-Myers, ASG Stud. Rep  
- Perry Meade, ASG President

### Visitors and Other Guests
- Nicole Major SBS  
- Tracey Magram HSHS  
- Marina Aminy OELR  
- Pamme Turner CEEIK12  
- Evgenia Willis CEEIK12
1. **CALL TO ORDER**

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

2. **INTRODUCE AND WELCOME GUESTS**

Blake Stephens welcomed everyone, introduced himself, and asked everyone to go around the room and do the same. New faculty: Steve Rosa (KNES).

3. **ADOPTION OF AGENDA**

Jodi Caggiano moved to adopt the agenda. Don Bowman seconded the motion. The Academic Senate unanimously approved the adoption of the agenda.

4. **ADOPTION OF MINUTES FROM PREVIOUS MEETING**

Jim Repka moved to adopt the minutes from the previous meeting. Ann Marie Breslin seconded. The Academic Senate unanimously approved the adoption of the agenda.

5. **PUBLIC COMMENTS**

Emily Quinlan from Business Sciences shared the Candidate Forum that will be held on September 26th with voter registration events. A flyer and pamphlet were distributed. She also shared an AVID professional development event opportunity for faculty this semester. She is also interested in reinvigorating the Food and Beverage committee. She offered to co-chair with Lisa Inlow.

Ari Grayson added that the Candidate Forum will consist of candidates for the California Senate and California Assembly. Both parties will be represented.

6. **PRESIDENT’S REPORT**

(see Agenda Item 6). Blake Stephens added that the district needs a Saddleback Senate member to sit on the hiring committee for the District Director of Public Affairs. Please contact him if interested.

7. **ADOPTION OF CONSENT CALENDAR ITEMS**

None to approve.

7. **A. Curriculum Update**

Michelle Duffy explained how the college needs to have a Units and Hours Board Policy in place before signing the Curriculum streamlining agreement in October. Handouts were distributed that showed the Community Colleges of California’s BP for Curriculum and the proposed district’s revised BP6100 which includes language necessary for streamlining. Discussion and action to take place at the next Senate meeting.
8. NEW BUSINESS

A. OER Investment in Promise
Jennifer Pakula discussed the work of the OER workgroup. She distributed a handout that
shared an opportunity for faculty to explore using OER in their courses and receive a
stipend upon successful adoption of an OER for their course(s). A quick guide to the
“whys” and “whats” was also distributed.

B. AR 5430 Instructional Service Agreements
Blake Stephens shared AR 5430 and asked senators to review it before the next meeting.

9. OLD BUSINESS

A. Faculty to Sit on Committees
Online interest forms sent out; committees will be assembled and voted on at the next
Senate meeting.

B. College Promise
Christian Alvarado presented for Juan Avalos and shared what has transpired since fall
2017 with the Promise Program. (see Agenda Item 9B)

C. Full-Time Faculty Hiring Prioritization Update
Tram Vo-Kumamoto gave an update on the revised Faculty Hiring Prioritization process.
The goal of the process is to ultimately provide the president with two prioritized lists:
replacement and new FT faculty requests. Guiding principles: data informed, account for
the uniqueness of the programs/disciplines, and transparent and easy to follow. A
timeline of deadlines was included in the agenda packet. August 27th is the deadline for
divisions to submit FT Faculty requests.
The request form was streamlined by the Faculty Hiring Prioritization committee. Tram
explained the different elements requested in the narrative portion of the submission.
Submission is now online and one form is used for both renewal and new faculty
positions. Rankings are based on two factors: Narrative (70%) and FTES/# of FT faculty
in area (30%). (see Agenda Item 9C)

Jenny Langrell questioned whether Tod Burnett’s agreement to replace retired faculty
would be upheld. Tram responded that at this point she was unsure. Times have changed;
however, an MOU would dictate that the agreement be upheld.

10. COMMITTEE REPORTS

A. Executive
None.
B. College/Senate Committees

Brenda Plascencia-Carrizosa shared that the CTRL “Save the Date” email interest form will be sent out about the Undocumented Allied training on November 16 from 8-2pm; faculty stipends will be available Committee meets 2-5 one Friday a month first is August 31st.

11. REPRESENTATIONAL AREA REPORTS

Blake Stephens shared that the committee to choose the design building for ATAS made their decision and movement forward is being made.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Kurt Meyer president of district Faculty Association thanked the Academic Senates from both colleges on doing their diligent work. Two divisions are in need of reps: ATAS and HSHS. Three trustee seats are open this election year: Areas 2, 3, and 4. Rep council meeting is the first Monday of every month alternating between Saddleback and IVC. If you are interested in getting involved email him at kmeyer@ivc.edu.

B. Student Government

None.

C. Classified Staff

Darren England shared that the executive team has met as well as their professional development committee. Two dates have been set: Sept 14th Classified Luncheon and March 21st Classified Development Day (tentative).

13. ADJOURNMENT –

Blake Stephens adjourned the meeting at 3:13pm.

HANDOUTS DISTRIBUTED WITH AGENDA

KEYWORDS