SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES
August 29, 2018
2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

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

Advanced Tech & Applied Science (2)
- Morgan Barrows (Absent)
- Ken Lee (Present)
- Lori Hoolihan (Alternate) (Absent)
- Ari Grayson (Alternate) (Present)

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

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

Counseling Services (3)
- Maryam Azary (Present)
- Jan Ventura (Present)
- David Francisco (Absent)
- Laura Tuscano (Alternate) (Absent)

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

Fine Arts & Media Technology (3)
- Kim Stankovich (Present)
- Barbara Holmes (Present)
- Maria Mayenzet (Present)

Health Sciences & Human Services (3)
- Jodi Caggiano (Present)
- Carrie Danko (Alternate) (Present)
- Jackie Novak (Absent)

Kinesiology & Athletics (2)
- Deidre Cavazzi (Spring) (Absent)
- Lindsay Steinriede (Present)
- Steve Rosa (Fall) (Present)

Liberal Arts (4)
- Jennifer Hedgecock (Present)
- Femia Scarfone (Present)
- Daniel Barlow (Present)

Math, Science & Engineering (4)
- Ed Haley (Absent)
- Jason Hole (Absent)
- Jonathan Luque (Spring) (Present)
- Jim Repka (Present)
- Jacob Tracy (Spring) (Present)

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

Social and Behavioral Sciences (4)
- Christina Smith (Present)
- Erica Vogel (Absent)
- Caroline Gee (Present)
- Howard Gensler (Present)
- Maureen Smith (Alternate) (Absent)

Student Equity & Special Programs (1)
- Ann Marie Breslin (Present)
- Efren Rangle (Alternate) (Present)
- Michael Hoggatt (Alternate) (Absent)

Shared Governance Group Representative
- Kurt Meyer, Faculty Assoc. Pres. (Absent)
- Darren England, Class. Senate Pres. (Present)
- Maya Fransz-Myers, ASG Stud. Rep (Absent)
- Perry Meade, ASG President (Absent)

Visitors and Other Guests
- Tram Vo-Kumamoto, VPI
- Diane Pestolesi, HSHS
- Jennifer Klein, OPRA
1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

New senators introduced themselves: Dan Barlow- English; Barbara Holmes- FAMT; Caroline Gee- SBS; Howard Gensler- SBS; Michele Rousseau-SBS; Maria Mayenzet- CTVR; Efren Rangel- SESP

3. ADOPTION OF AGENDA

Dan Walsh 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

Jodi Caggiano 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 shared professional development activities available on campus by the AVID campus leadership team- AVID Practicum and AVID Peer Academy; handouts were given. She also shared information about the Pathway to Law School and passed out informational brochures.

6. PRESIDENT’S REPORT

(see attached Item 6)

7. ADOPTION OF CONSENT CALENDAR ITEMS

Dan Walsh moved to adopt the consent calendar items. Ann Marie Breslin seconded. The Academic Senate unanimously approved the adoption of the consent calendar items.

8. OLD BUSINESS

A. Curriculum Update

Michelle Duffy announced that the Board of Governors passed changes to Title 5 that reduce the units for low unit certificates to 8 and regular certificates to 16 effective August 23rd. The Curriculum Office is compiling a list of OSAs that should be reworked as new certificates in the next curriculum cycle.
B. BPARs: BP 3207, AR 3207, BP 3605

Dan Walsh informed BP 3605- Employee Travel program; clarifies where you can travel to per AB 1887; BP/AR 3207- Drivers for District-Sponsored Activities; changes about when the regulations apply and when students need to comply; If students are driving students, they need to complete the DMV paperwork, valid driver’s license, and insurance; If faculty are going somewhere with students, it is considered a district sponsored event and students need to fill out a permission slip. If your course is an off-site course, a permission slip is not needed. Discussion ensued. Howard Gensler would like more time to review the documents before moving forward. If you have any questions or input, please send them to Dan Walsh as soon as possible. Dan England- does this policy cover golf cart usage? Dan Walsh responded yes.

C. Faculty Hiring Prioritization Update

Tram Vo-Kumamoto updated on the process. A PowerPoint was shown that showed data about the committee we are serving and the potential changes in occupations available in the future in our local region. The focus of the first meeting (Tuesday, Sept 4th) will be on community need. College goals are to: increase numbers of students who acquire degrees, certs, or career goals, increase number of students who transfer, and increase the number of CTE students who find work in their field of study. These goals align with statewide goals. She shared the list of division representatives. Requests have been received including: 21 replacement positions (pending verification); 11 new position requests; shared again the ranking procedures; Senate president will advocate for replacement to be a priority over new. Categorical positions (counseling, librarians…) will be handled as they arise since funding mechanism is different and varies. The process does not provide the next step of what happens after a recommended list is developed. Any concerns/ideas can be emailed to Blake Stephens.

C. Accreditation Update

Tram Vo-Kumamoto is working with Claire Cesareo and the EPA team to review and address recommendations for Recommendation 3. Enhanced tracking, enhanced communications and training, and enhanced the Program review process. All programs, including CTE, will be on a three-year process. To address District Recommendation 1, the team audited personnel files, implemented performance evaluations in Work Day, and are in the process of making lists of tenured and part-time faculty to be reviewed and the timelines. Tenure track faculty will be the last group to go electronic. They are also addressing improvement recommendations and two action projects.

NEW BUSINESS

A. Approval of Faculty to sit on Committees

Blake Stephens explained the process and asked for corrections.

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

All other committee changes to be emailed to Christie Smead.

B. Educational & Facilities Master Plan Process

Jennifer Klein shared that the District had called for proposals from vendors to design a process for forecasting enrollments, facilities and master planning for 20 years. They are in the midst of reviewing proposal of which only six have been promising. Initial vendor selection by the committee is expected to finish on Sept 15 and the district committee will forward their recommendation. Faculty are welcome to attend committee meetings. They are plans for public forums to be held in the future.

10. COMMITTEE REPORTS

A. Executive

None.

B. College/Senate Committees

None.

11. REPRESENTATIONAL AREA REPORTS

Ann Marie Breslin shared that OC Supervisor Lisa Bartlett and Saddleback College are hosting the 10th Annual South County Veteran’s Resource Fair on Sept 4th from 10am-1pm; Free admission, free hot dogs, and free parking in Lot 9.

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Blake Stephens shared that we are in the process of negotiating the new contract. No meetings have been held since PD week.

B. Student Government

None.
C. Classified Staff

Darren England shared finalizing the Classified Staff luncheon in the quad (Lucille’s); beginning stages of setting up Veteran’s baskets- goods, gift cards, food…Helped 57 veteran families last year.

13. ADJOURNMENT –

Blake Stephens adjourned the meeting at 3:42.

DOCUMENTS DISTRIBUTED WITH AGENDA
AGENDA ITEM 4 – 8-15-2018 Minutes for Approval
AGENDA ITEM 6 – President’s Report
AGENDA ITEM 7A.1 – Revised Certificate Degrees for 2018-19
AGENDA ITEM 7A.2 – Course Revisions and Deletions of Courses for 2019-20
AGENDA ITEM 7A.3 – Revised Certificate Degrees for 2019-20
AGENDA ITEM 7A.4 – Notice of Intent for New Noncredit Cert for 2019-20
AGENDA ITEM 7A.5 – Curriculum BP 6100
AGENDA ITEM 8B.1 – Drivers for District-Sponsored BP 3207
AGENDA ITEM 8B.2 – District Driver and Vehicle Use Policy AR 3207
AGENDA ITEM 8B.3 – Employee Travel Program BP 3605
AGENDA ITEM 8D – Accreditation Update
AGENDA ITEM 9A – Approval of Faculty to Sit on Committees

KEYWORDS

Approved 9-12-2018