# Saddleback College – Academic Senate

## Minutes
**September 12, 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

### Senate Officers Present:
- 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

### Senate Officers Absent:
- Morgan Barrows
- Ken Lee
- Lori Hoolihan (Alternate)
- Ari Grayson (Alternate)

### Associate Faculty Present:
- Karyn Bower
- Sara Gonzalez
- Dana Jean Smith
- Michelle Weckerly

### Associate Faculty Absent:
- Don Bowman
- Brock Shermerhorn
- Maryam Azary
- Jan Ventura
- David Francisco
- Laura Tuscano (Alternate)

### Associate Faculty Alternate Present:
- Jill Ibbotson
- Annie Gilbert (Alternate)
- Pamme Turner (Alternate)
- Kim Stankovich
- Barbara Holmes
- Maria Mayenzet

### Associate Faculty Alternate Absent:
- Jodi Caggiano
- Carrie Danko (Alternate)
- Jackie Novak
- Barbara Huggins

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

### Advanced Tech & Applied Science Absent:
- Lori Hoolihan (Alternate)
- Ari Grayson (Alternate)

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

### Econ & Wkforce Dev and Bus Science Absent:
- Maryam Azary
- Jan Ventura

### Counseling Services Present (3):
- Maryam Azary
- Jan Ventura
- David Francisco

### Counseling Services Absent:
- Laura Tuscano (Alternate)

### Community Ed, Emeritus Inst & K-12 Present (1):
- Jill Ibbotson

### Community Ed, Emeritus Inst & K-12 Absent:
- Annie Gilbert (Alternate)

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

### Fine Arts & Media Technology Absent:
- Jodi Caggiano

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

### Health Sciences & Human Services Absent:
- Barbara Huggins

### Kinesiology & Athletics Present (2):
- Deidre Cavazzi (Spring)
- Lindsay Steinriede

### Kinesiology & Athletics Absent:
- Steve Rosa (Fall)

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

### Liberal Arts Absent:
- Ed Haley

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

### Math, Science & Engineering Absent:
- Jacob Tracy (Spring)
- Michele Rousseau (Alternate)

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

### Online Educat & Learning Resources Absent:
- Christina Smith

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

### Social and Behavioral Sciences Absent:
- Ann Marie Breslin

### Student Equity & Special Programs Present (2):
- Efren Rangle (Alternate)
- Michael Hoggatt (Alternate)

### Student Equity & Special Programs Absent:
- Ann Marie Breslin

### Shared Governance Group Representative Present:
- Kurt Meyer, Faculty Assoc. Pres.
- Maya Fransz-Myers, ASG Stud. Rep

### Shared Governance Group Representative Absent:
- Michael Hoggatt (Alternate)

### Visitors and Other Guests Present:
- Margot Lovett, ATAS
- Tram Vo-Kumamoto, VPI
- Benjamin Peiss, ASG

### Visitors and Other Guests Absent:
- Omid Dehkordi, Pre-Law Student President
- Evgenia Willis, Emeritus
1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS

Barbara Huggins HSHS and Jacqueline Novak HSHS new senators; Margot Lovett SBS; Emily Quinlan EWDBS; President of the Pre-Law Society Omid Dehkordi (student)

3. ADOPTION OF AGENDA

Don Bowman moved to adopt the agenda. Dan Walsh 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. Jim Repka seconded. The Academic Senate unanimously approved the adoption of the agenda.

5. PUBLIC COMMENTS

Emily Quinlan reminded senators of the upcoming Candidates Forum on Wednesday, September 26th from 11:30-12:15. Students for City Council- three Saddleback students are running for local councils, one in Mission Viejo and two in San Clemente. Ari Grayson shared that candidates will be allowed to set up booths to promote their campaigns; contact him for more information.

6. PRESIDENT’S REPORT

(see attached Item 6)

Jenny Langrell emphasized the importance of paying attention to an email that will be coming soon from Jenny McCue regarding changing passwords on a 90-day cycle.

7. ADOPTION OF CONSENT CALENDAR ITEMS

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

8. OLD BUSINESS

A. Approval of Faculty to sit on Committees

Michelle Duffy 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: BP 3207, AR 3207

Dan Walsh shared BP/AR 3207- Drivers for District-Sponsored Activities; Clarification is still needed on what constitutes a “district sponsored activity.” A broad explanation would be good; He will put something together for us to review.

C. Curriculum Update

None.

9. NEW BUSINESS

A. Institute for Teaching and Learning (ITL)

Claire Cesareo and Bruce Gilman shared a One Sheet to propose a new Academic Senate committee called the Institute of Teaching and Learning. They explained how the ITL would be the umbrella organization charged with (1) advocating on behalf of faculty for strong professional development opportunities as well as (2) functioning as a clearinghouse for all faculty professional development on campus.

Dan Walsh moved to approve the Institute of Teaching and Learning (ITL) as a new Senate committee. Kim Stankovich seconded. The Academic Senate unanimously approved the ITL as a new Senate committee.

B. Faculty Development Funding Increase

Dan Walsh explained how fees for faculty development have been increasing over the years while the funding we are allotted has not changed. He is recommending an increase from $600 to $700 for part-time faculty and $1200 to $1400 for full-time faculty. Mileage distance is 50 miles from the college in order to spend the night. Ann Marie Breslin shared that classified staff receive $2000 annually for their professional development.

Don Bowman moved to approve the increase in faculty development funding as indicated above. Jodi Caggiano seconded. The Academic Senate unanimously approved increase in faculty development funds to become effective in January 2019.

C. IT Refresh

Scott Fredrickson became involved in IT Refresh after issues with the equipment in his classroom. The money was allocated by BPARAC, but it was not used. The projectors in many classrooms have failed or are failing. Bids are due in Dec, project would happen over spring and into summer. A solution is being worked on. Faculty are encouraged to talk to their deans about this pressing issue.
Jenny Langrell clarified that the IT Refresh was intended to include not only the projectors, but the screens as well. Scott Fredrickson emphasized that it may come to us needing to write a resolution to get the district services individuals moving on this important issue.

D. College Mission Statement

Blake Stephens shared our current Mission Statement which needs to go to the Board of Trustees next month. Does the statement need updating? Ari Grayson inquired if the statement should include an address of the larger community we serve. Tram shared a Power Point of data that showed the changes in our colleges’ demographics as a reference for consideration in reviewing our Mission Statement.

Don Bowman emphasized how the Mission Statement is a broad, far-reaching statement for the organization. Bruce Gilman inquired if basic skills is something that should still be included since basic skills is fading out. Jodi Caggiano reminded the body that we have reviewed this statement as well as our vision statement previously. Points of interest- Should it include “basic skills”? Should we add “diverse body of” students?

10. COMMITTEE REPORTS

A. Executive

Dan Walsh shared that CSU GE Task Force Committee is looking reducing the number of required GEs; more info to follow.

Kim Stankovich reported on behalf of the GE committee and announced that the committee is looking for representation from each division; Discussion of GE roadmaps is ensuing; The next meeting is scheduled for Thursday, Oct 4th at 4pm after the Curriculum Committee meeting in AGB 106; Additionally, EPA needs representatives in KNES and MSE. Their next meeting is 9/19 from 3-4:30 in BGS 201.

Bruce Gilman shared that the Student Success Coordinating Committee met and a discussion ensued about Saddleback’s Promise program. He reported that there is not enough money to support the Promise students for two years as promised. The funding has been scaled back and only one year will be paid for these students.

Dan Walsh commended Carrie Danko for her work on the Academic Calendar; complaint level is down!

B. College/Senate Committees

None.
11. REPRESENTATIONAL AREA REPORTS

Blake Stephens shared that the ATAS division leaders are meeting with architects to do their building design. It’s been a three-year process and they are looking to move forward.

Femia Scarpone reported for the International Languages department and shared that they are having an evening event on OCT 3 in SSC 212 at 7pm called The Misinterpretation of Muslims. All are welcome!

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

None. Share in President’s report.

B. Student Government

None.

C. Classified Staff

Darren England shared that the classified staff attended a College Wide 2-hr training program for CPR. It was very well received.

13. ADJOURNMENT –

Blake Stephens adjourned the meeting at 3:32pm.

DOCUMENTS DISTRIBUTED WITH AGENDA

AGENDA ITEM 4 – 8-29-2018 Minutes for Approval
AGENDA ITEM 6 – President’s Report
AGENDA ITEMS 7A.1-6
- Proposed Program Revisions for academic year 2018-19
- Proposed Course Revisions and Deletions for academic year 2019-20
- Proposed New Credit Courses for academic year 2019-20
- Proposed Program Revision for academic year 2019-20
- Proposed New Noncredit Program for academic year 2019-20
- (Web and Mobile Developer Bootcamp)
- Proposed New Credit Program for academic year 2019-20
- (Professional Development for Preschool/TK Educator)
AGENDA ITEM 8A – Approval of Faculty to Sit on Committees
AGENDA ITEM 8B.1 – Drivers for District-Sponsored BP 3207
AGENDA ITEM 8B.2 – District Driver and Vehicle Use Policy AR 3207
AGENDA ITEM 9D – College Mission Statement Review Data

KEYWORDS