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ACADEMIC SENATE

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, and technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community." Vision Themes of Santa Ana College: I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. New American Community

APPROVED

Senate Retreat and Business Meeting Minutes August 19, 2015

Members Present

Michael Buechler
Alondo Campbell
Jodi Coffman
Mike Everett
Susan Gaer
Susan Garnett
Genice Gilreath
Andrew Gonis
Kristen Guzman
Benjamin Hager
Elissa Hassel
Ray Hicks
Mary Huebsch
Charles Jang
Louise Janus

Crystal Jenkins
Elliott Jones
Brian Kehlenbach
Stacey Lastra
Flo Luppani
George Moore
Luis Pedroza
Monica Porter
Kristen Robinson
Teresa Simbro
Irene Soriano
Brian Sos
Robert Stucken
George Wright
John Zarske

Absent

Mark McCallick
Maribel Pineda
John Ross
Elizabeth Saliba
Catherine Shaffer

Guests

Leann Alduenda
Kyla Benson
Matthew Beyersdorf
Tom Bonetati
Ashly Bootman
Stephen Brown
Jeffrey Burke
Michael T. Collins
Monica Collins
Rick Cord
Claire Coyne
Oscar Cortez
Patrick Dibb
Catherine Emley
Noemi English
Zachary Fish
Edward Fosmire
Suzanne Freeman
Mary Funaoka
Heather Gillette
Dennis Gilmour
Haydee Gonzalez
Michelle Hardy
Conor Higgins
Rosemarie Hirsch
Susan Hoang
Darren Hostetter
Jarek Janio
Bonnie Jaros
Lance Lockwood

David Lopez
Jorge Lopez
Rachel Lui
Josh Mandir
Rick Manzano
Phillip Marquez
Erlinda Martinez
Sarah Mathot
Ana Meckes
Jeff McMillan
Renee Miller
Amit Mishal
Dena Montiel
William Nguyen
Tom Nilles
Fernando Ortiz
Michelle Parolise
Kelly Ro
Stacy Russo
Randy Schultz
Gabriel Shweiri
Ken Sill
Tommy Strong
George Sweeney
Michael Taylor
Valinda Tivenan
Jinhee Trone
Susie Valdez
Michelle Vasquez
Sandra Wood

Department Chair/Senate Meeting

I. Call to Order and Welcome

A. President Jones called the meeting to order at 9:07 am.

II. **Agenda Accepted** -- A motion to approve the agenda as amended made by Luis Pedroza and seconded by Robert Stucken was unanimously approved.

III. Public Comments —

A. An announcement was made by Maria Aguilar Beltran, the new Coordinator of the Assessment Center (formerly the Testing and Placement Center), that there will be a Grand Re-Opening on Wednesday, September 9, from noon to 4pm in L-223. All are welcome to attend.

B. An announcement was made by Tom Bonetati, Manager of the SAC Bookstore, regarding price of textbooks for students and providing the most affordable textbooks.

IV. Report —

A. President Jones

1. We expect that there will be about 36 faculty hires district-wide and President Jones expressed in discussions with Dr. Martinez that there is support for the hiring of an Ethnic Studies full time faculty.

2. There are changes in funding for Continuing Ed. Enhanced non-credit apportionment will be the same as credit apportionment.

3. We are rescheduling the Faculty Priorities Committee Meeting to the beginning of October because faculty positions need to be advertised early and the hiring committee needs to be formed. Start discussing potential positions within your departments to submit prior to the first week of October. Last year we paid a partial penalty due to late hiring in keeping with the FON.

4. There will be no convocation this Friday, August 21st. There will be a SAC Family Photo at 8:30am on the Practice Field.

V. Presentations

A. TracDat Update– Jarek Janio

1. Individual meetings with department chairs will take place to provide access to the log-in.

2. The SLO Symposium will be on Jan 29, 2016, at SCC.

3. The email address of slo@sac.edu has already been activated so that faculty can send questions regarding SLOs and TracDat.

4. The current plan is to have TracDat fully implemented by the end of spring 2016.

B. Curriculum Update– Monica Porter

1. ADTs–SAC hit the goal of completing 24 degrees. We are currently at 100% based on the original TMCs. ADTs that are in current development include the disciplines of Biology, Chemistry, Economics, Film, Television & Electronic Media and Nutrition and Dietetics. Monica reminded faculty that the college has 18 months to develop and have degrees approved from the time that the TMC was posted. In addition, when submitting these new degrees, all courses, included must already be C-ID approved.

2. BA Degree–Waiting for continued guidance from the State Chancellor's Office and the State Academic Senate regarding curriculum development.

VI. **Approval of the Minutes**— Motion to approve the senate minutes of 5/26/2015 as amended was made by Robert Stucken and seconded by Luis Pedroza. The motion was unanimously approved.

- VII. **Breakout Session** – Current challenges regarding serving students were discussed. A representative from each table was asked to email the findings to Louise Janus.
- VIII. **Presentation** – Professional development presented by Mary Huebsch included the Johari window and mindmapping of professional development activities at SAC.
- IX. **College Updates** –
- A. President – Dr. Erlinda Martinez
1. SAC is stable for now and is current with the budget.
 2. Enrollment is shaky and continues to decline about the same as last year.
 3. Johnson Center will be vacated this coming year and occupants will be moving to The Village in the spring.
 4. We are moving to the sign off of the schematic design of the new Science Center and there will be ground breaking before the end of this year.
 5. There are 25 new faculty this year and next year there may possibly be 36 district-wide. Announcements need to go out early for faculty positions for next year’s hiring.
 6. This is the 11th year at SAC for President Martinez at SAC and the year of her retirement.
 7. As we move forward with the baccalaureate degree, we need to acknowledge Michelle Parolise and the OTA Program.
 8. Two areas to consider individually and departmentally are affordability of textbooks for our students and the dialogue regarding race relations that should take place at the college.
 9. The SAC Centennial is not just a party, it is about relationships we have developed and partnerships (Disneyland and Segerstrom)—it’s about raising money for students. This Friday, August 28th, there will be the SAC Family Photo at the Practice Field. We will kick off with a breakfast at 8:00am in front of the field, line up at 8:30am, and have the photo at 8:45am. There will be no convocation this year.
- B. Vice President, Administrative Services – Dr. Michael T. Collins—Updates about the campus facilities, the underground utilities and infrastructure changes, as well as information about water-saving landscaping were provided. Dates for construction are available on the Facilities Committee website at <http://www.sac.edu/AdminServices/facilities/Pages/default.aspx>. It is important that any concerns regarding the interruption of classes due to construction noise be addressed to Dr. Michael T. Collins or Mark Wheeler and not to any individual on campus who is part of the contract team.
- X. **Breakout Session**—New Faculty introductions were made and student challenges with textbook purchases were discussed. A representative from each table was asked to email the findings to Louise Janus.
- XI. **Discussion**—Faculty discussed ways of improving our business meetings. President Jones reminded senators that we need to be in compliance of the Brown Act as a governing body. It was also suggested that we have a block of division reporting only one time per month as opposed to twice a month. The possibility of posting information online was introduced. It was suggested that Public Comments be kept to 3 minutes.
- XII. **Action Item**—Bonnie Jaros presented the Second Reading of the Accreditation Follow-up Report. The motion to accept the report was made by Luis Pedroza, seconded by Irene Soriano and was unanimously approved.
- XIII. **Reports**
- A. **Planning and Budget**---Raymond Hicks
1. The committee will be meeting the first Tuesday of the month. Anyone interested, please contact Ray Hicks or Elliott Jones.
 2. The numbers are up for all community colleges. The new growth formula is 1.47%.

B. Secretary/Treasurer—Louise Janus

1. Payroll Deduction Request Forms were available for faculty to sign up to be a Senate member.
2. Faculty who signed up received a \$5.00 gift card to the SAC Bookstore.

C. Curriculum—Monica Porter (See above under “V. Presentations”.)

D. Facilities—Brian Kehlenbach was introduced by Elliott Jones as the new facilities co-chair for the Facilities Committee.

E. TAC—George Sweeney

1. We are in negotiations with Ellucian, who does our data management, for a student portal. Ellucian Mobile will allow us to have a mobile site. We are working on getting an Android App for students to register which is live and mobile.
2. Nick Quach is no longer the director of ITS and is now in a faculty position. We are looking for a new ITS director.
3. MS 365 is available for faculty and staff and is free if you go to the MS website.

F. Student Equity—George Sweeney

1. We are looking at finding ways to improve student outcomes on campus which address accessibility and a source of success for all students.
2. We have not received the state allocation to date. We had some carry-over monies from last year and that needs to be spent by December 31, 2015. An email will be sent with additional information.
3. A newsletter will be emailed which includes the fall topic: “the first year.”
4. We are looking at increasing the amount of users for Early Alert. Faculty who use Early Alert will be provided extra support in the form of phone calls to students. This outreach is especially important for students receiving the BOG Few Waivers.
5. With all of the physical changes which the campus is undergoing, it is important that we make sure students have a connection to us and that we are welcoming to all students.

G. Student Success/BSI/Faculty Development — Mary Huebsch

1. There is an opportunity to attend a conference on Student Support--one is on September 4th and the other is on September 11th. Spaces are limited, so please register soon if you are interested. An email with details will be sent out.
2. Conference Request Claim Forms must be completed even if you are not requesting reimbursement for mileage.
3. We will be meeting the second or third Monday of every month.

H. TLC—Bonnie Jaros

1. We will be meeting the first and third Monday of the month, 2-4pm, as we look at the Book of the Year and TracDat.

I. FARSCCD—Jeff McMillan

1. Negotiations are in progress.
2. Watch for the FARSCCD newsletter to be emailed soon.
3. SCC is continuing to have conversations regarding the Saudi Arabia agreement by the District. A request was made by a senator to have the item put on the next agenda.

XIV. Adjournment—

The meeting was adjourned at 3:35 p.m.

The next meeting will be held on Tuesday, September 8, 2015 in A-130, 1:30-3:30 p.m.

Respectfully submitted,

Louise Janus
Secretary/Treasurer

SAC Academic Senate