



ACADEMIC SENATE

SANTA ANA COLLEGE MISSION STATEMENT

Santa Ana College inspires, transforms, and empowers a diverse community of learners.

APPROVED

SAC Academic Senate Business Meeting Minutes

Date: **Tuesday, November 28, 2017**

Time: **1:30 pm – 3:30 pm**

Place: **I-107**

<u>Members Present</u>		<u>Absent</u>	<u>Guests</u>
Maria Aguilar Beltran	Osiel Madrigal	Gary Bennett	Andrew Geragotelis
Stephanie Clark	Jane Mathis	Benjamin Hager	Mary Huebsch
Noemi English	Sarah Methot	Elliott Jones	Rick Manzano
Ed Fosmire	Ana Meckes	Moises Medina	Enrique Perez
Genice Gilreath	Amit Mishal	Tim Murphy	Edwin Pulido
Gina Giroux	Trudy Naman	Luis Pedroza	
Michelle Hardy	Mila Paunovic	Kristen Robinson	
Charles Jang	Anushi Seneviratne	Marty Rudd	
Louise Janus	Teresa Simbro	Tommy Strong	
Brian Kehlenbach	Brian Sos	John Tashima	
Ali Kowsari	Mike Taylor		
Stacey Littlejohn	Monica Zarske		
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- I. **Call to Order and Welcome** – President Zarske called the meeting to order at 1:35pm
- II. **Approval of Additions or Corrections in Agenda** – Agenda reviewed and no corrections or additions requested. Motion moved by Genice Gilreath; seconded by Louise Janus to accept the agenda as written. Approved unanimously by all Senators present.
- III. **Public Comments** (Three-minute time limit)- none
- IV. **Approval of Minutes – date** - Minutes reviewed and no corrections or additions requested. (Minor edits made) Motion moved by Amit Mishal; seconded by Noemi English to accept the minutes as written. Approved unanimously by all Senators present.
- V. **Presentation** -District Educational Resources - Enrique Perez, Vice-Chancellor, Educational Services
Vice-Chancellor Perez gave a comprehensive presentation on the services and resources available at the District Educational Resources which include: Public Affairs (focus on improving communication and visibility on campuses), Child Development Centers, Publications, International Student recruitment, Research & Institutional Effectiveness, Department (includes grant writing and assistance in managing for SAC & SCC), corporate training and Workforce Development Institute (industry roundtables).

VI. **Discussion Item** – Revised Parking Policy for Community Partners - Monica Zarske

The discussion topic is regarding the change in policy regarding parking passes for guests on campus. It was stated we are inviting industry people on campus to help with the success of our students and we have recently been informed by SAC Safety that parking passes are no longer being distributed to campus guests. The guests now have to purchase a parking pass and have to park in student parking, making it a more difficult and lengthy process for them to secure a parking space. This parking issue is not occurring at SCC. When the situation was presented to SAC Safety they referred that the Board policy states everyone pays for parking. Rick Manzano will attend the next BOT meeting to ask that the decision be made by the college Presidents to determine who may receive a parking pass. All were in agreement that a clear policy is needed for visitor permits. Rick has reached out to John Hanna. Elliott Jones will bring up the issue at Facilities and Monica to Administration. Follow up at next Senate meeting.

VII. **Informational Item** – Possible MOU with FARSCCD- Mike Taylor

Mike shared information on the roles of the Senate (10+1) and unions (working conditions) and the few overlapping items. The Memo of Understanding (MOU) was then explained and a discussion ensued. Some salient points mentioned:

- Indicates a show of support of each other. MOU's are generalized, non-legal formal agreement documents between Senates and Unions. The process needs a discussion among all concerned prior to the document being created
- Statement of purpose needed
- Statement of recognition (roles of Senate vs Union and shared)
- Short and succinct with simple language

Question to group- would this be something for SAC, SCC & FARSCCD to do?

VIII. **Reports** –

a. President – Monica Zarske

- Reminder for faculty to sign up for EEO training on Jan 30, 2017
- Monica will be attended 2nd Guided Pathways Institute – focus on mapping
- Grand Opening of central mall March 23, 2018 from 11:00 am – 1:00 pm. If you would like to get involved contact Monica. A committee will be forming soon.

b. Secretary/Treasurer – Teresa Simbro

- Thank you to those who have submitted faculty award nominations- please nominate. The deadline is Friday, December 15.
- Senate fund drive in progress

c. ASG Representative- Edwin Pulido

- Student Conference in Sacramento recently attended focusing on supporting students
- ASG is supporting an undocumented student office here on campus as resource
- Dec 11th- Student Event Building C outside – “DoNut Stress” activity outside of Building C- ASG distributing donuts and scantrons to students to decrease stress. Times: 8:00 am-1:00pm & 4:00pm-7:00pm

d. Curriculum – Brian Sos

- Curriculum approval going well
- Brian will be working on updating the curriculum handbook
- Addendum to catalogue approved by Dr. Rose- goal is to have electronic addendums twice per year. Unlikely it will be ready prior to this spring but possibly in time for second 8 week courses
- Possibility of new changes in curriculum for spring won't be available, summer more likely the earliest
- Professional development topic- presentation of CORs during department meeting to address concerns and clarifications
- Feedback on independent studies for CORs. Description of independent study in Title V pretty clear- 1 hour per week with faculty for 16 weeks and 32 hours independent time

e. Planning & Budget – Ed Fosmire

- Decision made by Chancellor Rodriguez was not to approve the recommendation from FRC & District Council to transfer the \$861,000 to SAC from District Stabilization Fund. Reasons cited were Limited amount of budget in the District and SAC already has a reserve of 6 million dollars. Process was followed but this issue brought forth the need to review the Budget Allocation Model for possible future issues.

f. Facilities – Elliott Jones- no report

g. SACTAC – Elliott Jones- no report

h. Student Equity & Success – George Sweeney- no report

i. Basic Skills/Faculty Development – Mary Huebsch

- Professional Development Organizational Chart shown to Senate and explained
- Canvas training continues and many time slots available to sign up for as well as open lab
- Dori Dumon is offering evening flex activity courses on Microsoft Office sections in January, the week before flex week
- Please submit workshops and meetings in to the Flex

j. SCC Senate Secretary/Treasurer– Mike Taylor- no report

VI. Faculty Updates

NURSING- Board of Registered Nursing accreditation site visit is next week, 12-5 & 6.
The last 4 quarters of licensing examination testing (NCLEX) SAC had a 95% pass rate

VII. Other - none

V. Adjourn – The meeting was adjourned by President Zarske at 3:35 pm

Respectfully Submitted,

Teresa

Teresa Simbro
Secretary/Treasurer
SAC Academic Senate