



SANTA ANA COLLEGE

CELEBRATED PAST. BOUNDLESS FUTURE.

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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

TENTATIVE

**Senate Retreat and Business Meeting Minutes
August 19, 2015**

Members Present

- | | |
|-------------------------|-------------------------|
| <i>Michael Buechler</i> | <i>Crystal Jenkins</i> |
| <i>Alondo Campbell</i> | <i>Elliott Jones</i> |
| <i>Jodi Coffman</i> | <i>Brian Kehlenbach</i> |
| <i>Mike Everett</i> | <i>Stacey Lastra</i> |
| <i>Susan Gaer</i> | <i>Flo Luppiani</i> |
| <i>Susan Garnett</i> | <i>George Moore</i> |
| <i>Genice Gilreath</i> | <i>Luis Pedroza</i> |
| <i>Andrew Gonis</i> | <i>Monica Porter</i> |
| <i>Kristen Guzman</i> | <i>Kristen Robinson</i> |
| <i>Benjamin Hager</i> | <i>Teresa Simbro</i> |
| <i>Elissa Hassel</i> | <i>Irene Soriano</i> |
| <i>Ray Hicks</i> | <i>Brian Sos</i> |
| <i>Mary Huebsch</i> | <i>Robert Stucken</i> |
| <i>Charles Jang</i> | <i>George Wright</i> |
| <i>Louise Janus</i> | <i>John Zarske</i> |

Guests

- | | |
|---------------------------|--------------------------|
| <i>Kyla Benson</i> | <i>Josh Mandir</i> |
| <i>Matthew Beyersdorf</i> | <i>Rick Manzano</i> |
| <i>Tom Bonetati</i> | <i>Phillip Marquez</i> |
| <i>Michael T. Collins</i> | <i>Erlinda Martinez</i> |
| <i>Monica Collins</i> | <i>Jeff McMillan</i> |
| <i>Claire Coyne</i> | <i>Renee Miller</i> |
| <i>Oscar Cortez</i> | <i>Dena Montiel</i> |
| <i>Catherine Emley</i> | <i>William Nguyen</i> |
| <i>Noemi English</i> | <i>Fernando Ortiz</i> |
| <i>Zachary Fish</i> | <i>Michelle Parolise</i> |
| <i>Suzanne Freeman</i> | <i>Stacy Russo</i> |
| <i>Mary Funaoka</i> | <i>Randy Schultz</i> |
| <i>Heather Gillette</i> | <i>Gabriel Shweiri</i> |
| <i>Dennis Gilmour</i> | <i>Ken Sill</i> |
| <i>Michelle Hardy</i> | <i>George Sweeney</i> |
| <i>Rosemarie Hirsch</i> | <i>Valinda Tivenan</i> |
| <i>Jarek Janio</i> | <i>Jinhee Trone</i> |
| <i>Bonnie Jaros</i> | <i>Susie Valdez</i> |
| <i>Lance Lockwood</i> | <i>Michelle Vasquez</i> |
| <i>David Lopez</i> | <i>Sandra Wood</i> |
| <i>Jorge Lopez</i> | |

Absent

- Mark McCallick*
- Maribel Pineda*
- John Ross*
- Elizabeth Saliba*
- Catherine Shaffer*

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 Opening on Wednesday, September 9, 2015. 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.
- 2. There are changes in funding for Continuing Ed. Enhanced non-credit apportionment will be the same as credit apportionment.
- 3. We are moving the Faculty Priorities Committee to the beginning of October and faculty positions need to be advertised early. Start discussing positions within your departments to consider submitting. Last year we paid a partial penalty due to late hiring in keeping with the FON.
- 4. There will be no convocation this Friday, 8/21/15. There will be a SAC Family Photo at 8:30 am. 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 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 will be going to The Village in the spring as Dunlap Hall is returning.

4. We are moving to the sign off and 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. 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. It is important that any concerns regarding the interruption of classes due to construction noise be addressed to Michael 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 representative for senate.

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, and 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, 1:30-3:30pm.

Respectfully submitted,

Louise Janus
Secretary/Treasurer
SAC Academic Senate