



ACADEMIC SENATE

Approved
Business Meeting Minutes
November 26, 2013

Members Present

<i>Steve Bautista</i>	<i>Luis Pedroza</i>
<i>Cherie Bowers</i>	<i>Monica Porter</i>
<i>Marley Cervantes</i>	<i>John Ross</i>
<i>Susan Gaer</i>	<i>Stacy Russo</i>
<i>Madeline Grant</i>	<i>Gabriel Shweiri</i>
<i>Victoria Gray</i>	<i>Ken Sill</i>
<i>Jarek Janio</i>	<i>Brian Sos</i>
<i>Louise Janus</i>	<i>Robert Stucken</i>
<i>Elliott Jones</i>	<i>George Wright</i>
<i>Jeff McMillan</i>	<i>Sandra Wood</i>
<i>Renee Miller</i>	<i>John Zarske</i>
<i>Madeleine Nguyen</i>	

Absent

Dana Bassett
Jodi Coffman
Ray Hicks
Jungwon Jin
Sheila Shain
Teresa Simbro

Guests

Thomas Bonetati
Rhonda Langston
Jouvany Leon
Joyce Wagner
Tony Weber
Chris Wilde

I. Call to Order

A. President Zarske called the meeting to order at 1:30 pm.

II. Agenda Accepted – A motion to approve the amended agenda made by Cheri Bowers and seconded by Steve Bautista was unanimously approved.

III. Public Comments —

- A.** Thank you to Rhonda Langston, Tom Bonetati and the Don Bookstore staff for hosting lunch for the Senate.
- B.** The Senate Student Assistant, Minhchau Chau was in a terrible traffic accident on Thursday, November 14th. She is home recuperating after two surgeries and is planning to return to school in the Spring semester. We wish her a speedy recovery.
- C.** Despite all of the construction mess our campus is going through a beautiful and very positive transformation. Parking has not been too bad.
- D.** The Keisha Hondo Memorial Plaque has been placed on a rock outside of the A building on the corner of 17th & Bristol Streets.
- E.** The Communication Studies Club is holding a clothing drive in memory of Keisha Hondo for a Battered Women's Shelter. Boxes for donations can be found in the A, C & S building.

IV. Approval of the Minutes—

A. November 12, 2013 – Motion to approve the senate minutes of November 12th was made by Steve Bautista and seconded by George Wright. The motion was unanimously approved.

V. Reports—

A. President—John Zarske

The 2 for 1 special ticket price for the Soldiers to Scholars fundraiser on Thursday, December 5th are on sale until tomorrow 11/27. There will be a raffle at SAC Holiday Party on 12/17. Proceeds from the raffle will be donated to the Dalton Kelcher education fund. During a recent joint SCC meeting with the President of the Board of Trustees, Arianna Barios it became clear that the Board is interested in what the Senate says and is listening to us. On Tuesday of Spring Flex Week, - 2/3/14 a New & Improved EEO training for Dept Chairs has been scheduled. This will be mandatory for the departments expecting to hire faculty next semester. There will be a Joint

SAC/SCC Senate Retreat on Wednesday 2/5/14 from 9:00 am -12:00 pm. SAC Dept Chairs will join SAC Senate from 12:00-3:00 for the remainder of the retreat.

B. Secretary/Treasurer—No Report

C. Curriculum—Monica Porter

While SB1440 recommended, SB440 legislation requires that colleges submit an AAT/AST within 18 months of development of ADT.

D. Facilities —Elliott Jones

The current draft of the facilities Master Plan by HMC will be presented to the Board of Trustees in January 2014. You can view the Master Plan at Facilities Committees Website. Scheduled maintenance for 14 projects were identified through the Department Planning Portfolios. Positive changes in maintenance have resulted in needs being more quickly addressed. For any issues needing to be addressed at the Facilities Committee meeting - please contact Elliott Jones or Valinda Tivanen. Can the soccer field be reopened for parking and if closed in the future can the lights remain on?

E. SACTAC – No Report

F. Accreditation —Bonnie Jaros

The Accreditation process is moving along. During the 11/8/13 Co-chairs meeting the first drafts were reviewed. Second drafts are due on 12/4/13. Thank you to all who completed the Institutional Effectiveness survey. Results are expected to be distributed on 12/2/13 and reviewed at the next Co-chair meeting scheduled for 12/6/13. Please check out the program review website/repository - [teams.rscdd.edu/sac/program review](http://teams.rscdd.edu/sac/program%20review)

G. SCC —Joyce Wagner

SCC is progressing with Accreditation preparation as well. The 2014 Intersession FTES target has been exceeded. The Cosmetology program is being reinstated. Committing to hiring two faculty positions but will fly four. New version of Curricunet will launch Spring 2014.

H. FARSCCD – Jeff McMillan

Thank you for adding a FARSCCD report to the Senate agenda. Thursday, 12/5/13 there will be a general meeting at SAC 2:00-3:00 pm in R128. We hope everyone is happy with new contract. Department Chair LHE discussion is continuing. There will be a discussion next semester to restructure FARSCCD Dues (general and/or PAC).

I. Planning & Budget —No Report

J. ASG Representative – Jovany Leon

Thank you for your attendance at Native American Event. ASG has is holding a holiday Toy Drive - boxes have been placed in The Spot. ASG has adopted a Family for the holidays as well. Stress Relief days scheduled for 12/9-10/13. Faculty are being asked to help with the upcoming legislative workshops for students to increase their communication skills with legislature. ASG is recruiting strong students to run for office next semester in order to continue the momentum.

K. Division Senators:

1. Adjunct Faculty - A significant response is being received from the recent Adjunct Faculty survey that went out. Results will be presented at the next Senate meeting. A request to create a section for adjuncts in the current faculty handbook or to create a smaller/adjunct version of handbook was made.
2. Continuing Education – AB6 legislation is gaining steam. The current grant is due for resubmission in January. This grant currently brings \$3.5 million to SAC.

3. Fine and Performing Arts – Upcoming events: Holiday Art Sale 12/3-5, ‘Don’ Mariachi 12/6, Choir Concert 12/7, Studio Night, 12/10
4. Health Science – The nursing faculty were not pleased with the 11/10/13 El Don article – Colleges Consider 4 Year Degrees. Trustee Hanna referred to the SAC program as an LVN not a RN program and President Zarske’s comments regarding the costs were not considered supportive.
5. Math – The Math department is pleased to announce that the updated and redesigned classes Math 083 and 084 have been approved by the CIC. The new classes will provide improved pathways for student success.
6. Social Science – The faculty are pleased that the student evaluation process is being reviewed.
7. Student Services – The DSPS office has developed new procedures for student accommodations which will launch in the Spring 2014 semester. Instructions will be emailed to all faculty.
8. No Report from: Business, Counseling, Human Services, Humanities, Kinesiology, Library, Science and Technology

VI. Presentation:

- A. Bookstore Update – Tom Bonetati** – Textbook sales increased from 29 – 31% with an increase in sell through for fall from 63% to 73%. Experienced a few challenges with out of stock books. Instructor use in classroom helps with sales of book. OER materials are being developed but not widely used yet. Price comparison on Don Bookstore website reviewed. It is important that Basic Skills students understand the need for hard copy books to prevent skimming.

VII. Action Items:

A. Curriculum Instruction Council Recommendation to the Board of Trustees – Fall 2013

The request to approve courses and programs submitted to the Board of Trustees for final approval made by Steve Bautista and seconded by Cheri Bowers was unanimously approved.

B. Reciprocity Statement Recommendation regarding ADT Degrees

The recommendation to update the SAC catalog to include the reciprocity statement regarding ADT degrees made by Steve Bautista and seconded by Louis Pedroza was unanimously approved.

VIII. Topics

A. Student –Faculty Evaluations

The concerns raised at the Senate meeting were presented by John Zarske at College Council and at the Board of Trustees meeting. Dr. Rose & Dr. Mora have been evaluating best practices. Suggestions from the Senate include: Providing students with the required technology to complete the surveys, creating a paper survey & running scantrons/hand counting, going back to the old system, updating the instructions used by the faculty, have a drawing for student who participate.

B. Role of a Senator – ongoing discussion throughout the meeting.

C. Flex Week Ideas – Please discuss with your faculty and email ideas/requests ASAP.

IX. Upcoming Events:

A. November 22 – Big Band Concert

B. December 5 - Soldiers to Scholars Wine Tasting

C. December 17 – SAC Holiday Celebration

The meeting was adjourned at 3:00 pm.

Respectfully submitted,



Madeline A. Grant
Secretary, SAC Academic Senate