



1530 W. 17th St.
 Santa Ana, CA 92706
 PHONE (714) 564-6831

ACADEMIC SENATE

AcademicSenate@sac.edu

SANTA ANA COLLEGE MISSION STATEMENT

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

SAC Academic Senate Business Meeting Minutes

Date: **Tuesday, March 12, 2019**
 Time: **1:30-3:30pm**
 Place: **I-102**

<u>Members Present</u>		<u>Absent</u>	<u>Guests</u>
Rocio – Gonzalez Santillan	Tommy Strong	Roy Shabazian*	Mary Mettler
Ed Fosmire*	Tim Murphy	Alejandro Moreno	Mary Huebsch
Merari Weber	Michael Buechler	Krystal Meier	Fernando Ortiz
Amit Mishal	Louise Janus	Jane Mathis	Megan Lange
Marty Rudd*	Sarah Mathot	Mila Paunovic	
Cara Pierce	Chantal	Gary Bennett	
Leo Pastrana	Lamourelle	Stacy Littlejohn	
Charles Ramshaw	Luis Pedroza	Maria Aguilar Beltran	
Josh Mandir	Michelle Vasquez		
Ali Kowsari	Monica Zarske*		
Brian Sos*	Osiel Madrigal		
	Flo Luppiani		

- I. **Call to Order and Welcome** – President Monica Zarske called the meeting to order at 1:37PM.
- II. **Approval of Additions or Corrections to the Agenda** –
 - a. Marty Rudd moved to approve the agenda as presented and Amit Mishal seconded the motion, all present approved the agenda with no changes.
- III. **Public Comments (3-minute time limit per person)**
 - a. Mary Huebsch - reminder that Early Alerts are being implemented, week 5 is a great time to use this tool
 - b. Ali Kowsari - Business Division - Require full-time web designer for teams - concern about data management and sustainable maintenance - reiterate our need for a Web Designer (future agenda item?)
 - c. Megan Lange- March is Women’s History Month - three screenings of RGB
- IV. **Approval of Minutes** –
 - a. Louise Janus moved to approve 2/16 meeting minutes, motion seconded by Cara Pierce.

V. All minutes approved, none opposed, no abstentions.

VI. **Informational Item - Faculty Obligation Number – Monica Zarske**

- i. Faculty Obligation Number - the current hiring committees include Library position contingent on funding, and at the discretion of Dr. Rose - Kinesiology Track, Counseling, Physics, Theater, Comm Studies have been approved, she stayed on track and a fifth position will be approved shortly.

VII. **Discussion: Drop for non-payment policy**

1. Amit Mishal - Math Department unanimously supports the SCC Resolution.
2. Brian Sos – Kinesiology Department supports suspension of drop for non-payment policy.
3. Ed Fosmire – Art Department supports suspension of drop for non-payment policy.
4. Support for the suspension of this policy is based on faculty believing there is still a penalty for students not paying, albeit later (after the semester ends).
5. Mark Liang – Shared that there is one process for registration, it needs to be one process, and if approved there will be a discussion with SCC for implementing a change in policy. District Council will need to review and discuss. A complementary resolution will be drawn up and voted on.
6. Brian Sos – Brian suggested that language regarding the consequences to the student still keep students accountable – for instance placing a hold on registration and transcripts – These consequences are not equitable with the three-day policy.
7. Louise Janus asked if there any connection with students who have California promise or Financial Aid? In response, Mark Liang shared that a Financial Aid waiver can be retro-applied. Financial Aid students do not get dropped, financial aid will apply the fee waiver and get money back - Mark shared that he cannot speak to the entire Financials Aid process for Fee Waivers. However, it appears fee waivers can be applied to students' accounts within two days.

VIII. **Point of Order** – At this point Brian Sos requests a motion to reorder agenda and address curriculum items. Leo Pastrana moved to approve and Marty Rudd seconded this motion. No objections. Reorder approved.

IX. **Reports**

- a. Curriculum – Brian Sos
 - i. Excused Withdrawal – recently approved by the Chancellor – EW comes with certain privileges, and it is an item on the Curriculum Agenda for discussion. Last semester there were 5 EWs. Brian shared the Title V language for EWs factors into attempts of courses, fee refunds, etc...
 - ii. Mark Liang shared that repeats are important as EWs do not count against the academic semester, an EW does not initiate probation or impact repeats - if you think you have a students that may qualify, that student can apply up to a year after the end of the course.
 - iii. Petition for EW form was shared with the senate.
 - iv. Upcoming discussion item on the CIC agenda, involves taking a look at processes and roles and responsibilities.
 - v. Meta is live - please don't propose anything quite yet, it will be finalized by tomorrow (3/13/19). OER links are going to be added to identify the textbook materials.
 - vi. Sos will notify faculty when they can begin proposing curriculum, double-check the degree units, this will be a technical change - Meta and Catalog will be working together.
 - vii. Tommy Strong asked when review of certificates and degrees should take place; Brian Sos is requesting that tech review happen anytime in the Spring, probably end of April, to get it through one technical review committee meetings. - What about transcribing degrees? Sos shared to do this during the next process, if you are not sure then just do it now and modify later.

... Discussion Continued...

X. Vision for Success/Goal-setting and Planning - Monica Zarske

- a. Vision for Success was Developed in 2017 - Colleges must adopt local goals that align with the Vision for Success. This is consistent with GP framework and there is a budget to support these activities. Intent of the Vision is a stronger link between financial planning, educational planning and goals alignment – Vision intent was addressing several populations of students and acknowledging that the cost of CC is more expensive than it appears, this includes addressing the achievement gaps with regions not being served equitably
- b. At this time Paula Kinkade and Kevin Kawa were introduced from SACs Research Office.
- c. At this point the Vision for Success presentation from Research was given.

- d. Kevin Kawa - presented on Launchboard data, which we must use - research is trying to address any deficiencies in the data on Launchboard. Faculty can review Launchboard through the 'Data' tab on the Chancellor's office site.
- e. There is a timeline in place with February through April for setting goals and May 31 is deadline for reporting local goals.
- f. Friday there will be a retreat at the district, on the 16th
- g. Brian Sos - this has implications for curriculum, including plans, Sos is being asked to run data and faculty must get involved.
- h. Cara Pierce – Asked who is in charge of scheduling? Usually the Chair presents the schedule and meets with the Dean.
- i. Scheduling issues are college-wide issues, oversight is with the faculty. 2 year ed plans entered into the system will give use some data to create scheduling, consider attending these Vision for Success events to make this part of the plan.
- j. Josh Mandir questioned what happens if we don't meet our goals? Monica shred that it isn't punitive necessarily, but the planning aligns with the funding model, so it behooves us to attempt to achieve our goals.
- k. At 2:57 Kevin Kawa and Paula Kinkade left the meeting.

XI. **Reports**

- a. President – Monica Zarske - completed her reports above
- b. Secretary/Treasurer – Stephanie Clark - Distinguished Faculty Lecture is April 16th
- c. ASG Representative - Breanna Ceja - not present
- d. Curriculum – Brian Sos (reordered above)
- e. Planning & Budget – Ed Fosmire - no report
- f. Facilities – Marty Rudd - no report, but Marty did talk with construction re:dust and they did put more hose people on the line and the rain helped.
- g. SACTAC –
- h. Guided Pathways – Fernando Ortiz
 - i. EdInsight debrief, shared that the research group and student focus groups were great and the informal debriefing that the visit included how we have created awareness of GP, having GP as a standing item. Monica thanked Fernando for taking on the GP implementation. The EdInsight research team will be returning in Fall - Child Development, Teaching & Library science will pilot our completion teams, which will include wrap-around services. Kinesiology followed with a question about mapping. Kinesiology would like to meet with

counseling, but the scheduling seems difficult, Fernando will address this through communication.

- i. Student Equity & Success – Maria Aguilar Beltran - not present
 - j. Basic Skills/Faculty Development – Mary Huebsch
 - i. Congratulated Fernando Ortiz as Dean of Academic Affairs has been board approved
 - ii. Awards for Excellence have been set, May 16th, Phillips Hall.
 - iii. Lunch and make brochures – template will be sent to registered attendees
 - iv. What metric should I be looking at by Janice Love - S-215
 - v. There is extra money is in Professional Development
 - k. SCC Senate Secretary/Treasurer– Mary Mettler
 - i. SCC is facing an issue with non-tenured faculty members being denied service on screening committees. Monica and Vice Chancellor Green have discussed, and HR is not following the AR.
 - ii. Louise Janus questioned when EEO training must reoccur – Currently, there is no update on *delivery* of retraining in EEO.
- XII. Updates - none**
- XIII. Adjournment – Monica Zarske moved to adjourn the meeting, the motion was seconded by Josh Mandir and approved by the room. Meeting adjourned at 3:28pm.**