



**BUSINESS MEETING MINUTES**  
**March 13, 2012**

**Members Present**

<i>Matt Beyersdorf</i>	<i>Jarek Janio</i>
<i>Mary Ellen Bobp</i>	<i>Bonnie Jaros</i>
<i>Cherie Bowers</i>	<i>Michael Kelcher</i>
<i>Sharon Brown</i>	<i>Jeff McMillan</i>
<i>Paula Canzona</i>	<i>Dena Montiel</i>
<i>Jodi Coffman</i>	<i>Rene O'Dell</i>
<i>Monica Collins</i>	<i>Mila Paunovic</i>
<i>Don Dutton</i>	<i>Monica Porter</i>
<i>Robert Gallego</i>	<i>Mario Robertson</i>
<i>Madeline Grant</i>	<i>Max Serrano</i>
<i>Ray Hicks</i>	<i>Ken Sill</i>
<i>Rosemarie Hirsch</i>	<i>Brian Sos</i>
<i>Debbie Hyman</i>	<i>John Zarske</i>

**Absent**

*Philippe Andrade*  
*Hilda Baitoo*  
*Marilou Morris*  
*Luis Pedroza*  
*Chuck Ramshaw*  
*John Ross*  
*Doug Wilkes*

**Guests**

*Micki Bryant*  
*Mike Everett*  
*Javier Galvan*  
*Leticia Lopez*  
*Frank Perkins (ASG)*  
*Martha G. Phlaum*  
*Martha Vargas*

**I. Call to Order**

A. President Hicks called the meeting to order at 1:35 pm.

**II. Public Comments — (Three-minute time limit)**

A. Jeff McMillan reminded the Senate of the upcoming FARSCCD elections and encouraged faculty to vote. In addition, Jeff provided an overview of the role of FARSCCD and also encouraged FARSCCD membership and for senators to encourage membership within their respective divisions. FARSCCD membership forms were made available.

**III. Approval of the Minutes—February 28, 2012**

A. Moved by Rosemarie Hirsch and seconded by Mike Kelcher, the minutes of February 28th were unanimously approved as written.

**IV. Reports**

**A. President Report—Raymond Hicks**

1. President Hicks attended District Council Meeting. Discussion with Chancellor Rodriguez took place regarding processes for budgetary planning. Question arose. Should the information flow go through District Council or through BAPR? Further information to follow.
2. The District will be having an emergency budget meeting. Chancellor Rodriguez will be providing the Presidents and Vice-Presidents with budget information. Further discussion will most likely take place at the campuses with discussions regarding a comprehensive college versus a comprehensive district.
3. Congratulations to SAC's Automotive Department, which received NATIF Certification, which is a National Accreditation for the Automotive Department to serve as an Automotive Training Center.

**B. Planning & Budget Report—Jeff McMillan**

1. President Martinez attended the last Planning & Budget Committee meeting and discussed the role of the Planning & Budget Committee with the implementation of the new Budget Allocation Model.
2. Responsibilities of the committee may change as the college transitions into the new budget model.
3. The committee reviewed the District's Budget Assumptions and discussion ensued.

**C. SCC Report—Michael DeCarbo, SCC Secretary/Treasurer**

1. No report/Representative not present

**D. Facilities**—John Zarske

1. Facilities Committee meeting is scheduled for next week, March 20<sup>th</sup>, but will most likely be cancelled due to spring break.
2. Follow-up regarding Wi-Fi on campus. Upgrade is currently taking place on campus. John reported that 268 transmitters are being installed and that by June there should be good Wi-Fi access campus wide.

**E. Curriculum**—Chair, Bonnie Jaros

1. At the Curriculum and Instruction Council meeting on March 26<sup>th</sup>, Bonnie will present an SLO workshop. Following up on ACCJC's recommendation that students be aware of course outcomes, Bonnie will discuss how SLO's can be incorporated into the course syllabus from the course outline of record.
2. Monica Porter (SAC), Brian Sos (SAC), Laura Menendez (CEC) and Bonnie will be attending the Regional SLO meeting in San Diego on Friday, March 16<sup>th</sup>.
3. The Teaching & Learning Committee has made a recommendation for a minor change to Form C of the Program Review documents. Bonnie will bring the recommendation to the Curriculum & Instruction Council and then to the Academic Senate.

**F. Accreditation Report**—Bonnie Jaros

1. A Mid-Cycle Planning Retreat was held on March 2<sup>nd</sup>. All constituencies were represented, including students. Groups reviewed planning documentation of both the District and the College and the goals of the Strategic Plan and Vision Themes. The IE&A committee will be collating notes and then having a follow-up with team members. Any recommendation will be presented in the fall.

**G. Associated Student Government**—Frank Perkins, Vice President

1. Women's History Month Celebration will be held tomorrow, Wednesday, March 14<sup>th</sup> from 11:00-1:00pm in The Spot.
2. Student Leadership Institute 2012 will be held April 13<sup>th</sup>-14<sup>th</sup> from 8:00-5:30pm. Thus far, 120 applications have been submitted.
3. 2012-2013ASG Elections will be held on March 28<sup>th</sup> and 29<sup>th</sup>. Forum will be held on March 26<sup>th</sup>.
4. If faculty are willing to have ASG representatives to come to their classes to speak for a few minutes regarding ASG, please contact Frank at [codered\\_99@yahoo.com](mailto:codered_99@yahoo.com) or at 714-818-1536.
5. Frank reported that he is currently working on a web project that will include student testimonials. The theme of the project is "How SAC benefits the Community."
6. A student representative fee is being promoted today that will go towards lobbying of legislative issues.

**H. Secretary/Treasurer**—Monica Porter

1. No Report

**V. Informational Items**

**A. Academic Senate Elections**

1. Two executive positions are available: President-Elect and Secretary/Treasurer. Nominations need to be turned in by March 26<sup>th</sup>.
2. Elections for Junior Senators also need to take place. Results need to be submitted to the Secretary/Treasurer by the end of the semester.

**VI. Action Items**

**A. Resolutions**

1. Re-alignment of ASL Curriculum- 2<sup>nd</sup> Reading
  - a. Motion was made to defer this item to the March 27<sup>th</sup> meeting
    1. Moved by Jeff McMillan
    2. Seconded by Bonnie Jaros
    3. Senate unanimously voted to defer item to March 27<sup>th</sup> meeting- **Motion Passes**

- B. Resolution regarding Early Alert System- Second Reading (see attachment)
  - 1. Discussion ensued and friendly amendment to final paragraph of resolution made
  - 2. Motion made to accept resolution as amended
    - a. Moved by Ken Sills
    - b. Seconded by John Zarske
    - c. Senate unanimously approved motion- **Resolution Passes**

**VII. Other**

- A. Scholarship Screening Committee will be meeting on March 26<sup>th</sup>, 27<sup>th</sup>, 28, and 29<sup>th</sup> (Russell Hall 105; 8:00-5:00pm) to review scholarship applications. Just a reminder that readers are needed.

**VIII. Adjournment**

- A. Meeting adjourned at 3:45 pm.

Respectfully Submitted by,



Monica Porter  
Secretary/Treasurer  
SAC Academic Senate

ACADEMIC SENATE  
SANTA ANA COLLEGE

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**Resolution:** S12.03 Early Alert Program

Date: February 23, 2012  
Mover: Ken Sill  
Second: John Zarske

**Passed:** Unanimously approved on March 13, 2012

**Whereas;** The Rancho Santiago Community College District (RSCCD) Early Alert Program is designed to be a timely intervention for students who are having academic difficulty, enabling students to take action to remediate any problems noted by their instructors early in the semester;

**Whereas;** Having an Early Alert Program in place is required in the Matriculation Regulations as part of Title 5 of the Education Code, section 55526, which delineates the requirements for the student follow-up component of the matriculation process;

**Whereas;** The student follow-up component of matriculation is concerned with the regular monitoring of student progress; follow-up is intended to provide for the student and the institution a process that increases the interaction between the student and college so that if intervention is necessary to help ensure student success, it may be rendered in a timely fashion before the student is in an irreparable situation that may result in failure in one or more courses;

**Whereas;** The new RSCCD Early Alert Program, approved by the shared governance Student Success Committee and favorably reviewed by the SAC Academic Senate in the Fall 2011, has been successfully pilot tested (approximately 80 faculty members from various disciplines participated in piloting this program last summer and fall, and the feedback from participating faculty has been extremely positive) and is now ready for full implementation.

**Be it resolved as follows:** That the Academic Senate at Santa Ana College, supports full faculty participation in the implementation of the Early Alert Program at Santa Ana College.