

## 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*

**APPROVED**

### **Business Meeting Minutes February 10, 2015**

#### Members Present

<i>Cherie Bowers</i>	<i>Elliott Jones</i>
<i>Jodi Coffman</i>	<i>George Moore</i>
<i>Susan Gaer</i>	<i>Luis Pedroza</i>
<i>Genice Gilreath</i>	<i>Monica Porter</i>
<i>Dan Goldmann</i>	<i>Kristen Robinson</i>
<i>Andrew Gonis</i>	<i>John Ross</i>
<i>Kristen Guzman</i>	<i>Elizabeth Saliba</i>
<i>Benjamin Hager</i>	<i>Max Serrano</i>
<i>Elissa Hassel</i>	<i>Gabriel Shweiri</i>
<i>Mary Huebsch</i>	<i>Teresa Simbro</i>
<i>Jarek Janio</i>	<i>Brian Sos</i>
<i>Louise Janus</i>	<i>Robert Stucken</i>
<i>Crystal Jenkins</i>	<i>Sandra Wood</i>
<i>Jungwon Jin</i>	<i>John Zarske</i>

#### Absent

*Matt Beyersdorf*  
*Madeleine Nguyen*  
*Kim Nutter*  
*Brian Sos*

#### Guests

*Michael DeCarbo*  
*Stephanie Hernandez*  
*Ray Hicks*  
*Cherylee Kushida*  
*Jeff McMillan*  
*Jimmy Nguyen*  
*Maribel Pineda*  
*George Sweeney*

#### **I. Call to Order**

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

#### **II. Agenda Accepted – A motion to approve the agenda made by Cherie Bowers and seconded by Ben Hager was unanimously approved.**

#### **III. Public Comments —**

- A. A concern was expressed regarding the hiring of a secretary in the Math and Science Division which was recently vacated, and it was noted that the hiring of a secretary will assist in better serving our students.
- B. Concerns were expressed that despite the recommendation of the Faculty Priorities Committee, Administration chose not to hire a full-time faculty for Ethnic Studies. The decision by Administration not to hire a full-time faculty for Ethnic Studies is interpreted by the Division as not in alignment with the college's promotion of student equity and cultural competency.
- C. An announcement was made in regard to the SLO Symposium to be held on March 6, 2015 at Rio Hondo Community College. A flyer was available for all interested parties.

#### **IV. Approval of the Minutes—A motion to approve the senate minutes of December 9, 2014 was made by Teresa Simbro and seconded by Susan Gaer. The motion was unanimously approved.**

#### **V. Reports—**

- A. **President**—John Zarske

1. Faculty hiring is moving along.
  2. There needs to be a senate representative on each screening committee. You may be called on to serve.
  3. There are some events sponsored by ASCCC in the spring and summer. The links will be emailed after the meeting.
  4. If anyone is interested in serving on the Board of Governor's Committee, please contact John.
  5. Spring enrollment is still a little low. A report will be forthcoming after tomorrow's College Council Meeting.
  6. There are two colleges in Saudi Arabia which the District is contracted on a consulting basis in an effort to increase the colleges' success rates. This is a project of the District and the District Foundation.
  7. Last week at the Board Meeting, a new job description was approved for management level security officers to carry firearms on the campuses. Concern was expressed at the meeting that it was not brought to Academic Senate but appeared on the last Board Docket.
- B. Secretary/Treasurer**—Louise Janus
1. The results of the surveys from the Joint Academic Senate Meeting held at SCC will be available at the next Senate Meeting on 2/24/15.
  2. Crystal Jenkins was introduced as the new Senator representing the Science Division.
  3. A new senate representative is needed for the Adjunct Faculty. We will be conducting an election.
  4. The membership drive for Academic Senate members is continuing this semester. Forms are available for payroll deduction.
- C. Curriculum**—Monica Porter
1. Issues have not been resolved regarding Criminal Justice, Math and Science curriculum and approval by the Chancellor's Office. A representative from the state will be visiting the college soon to assist faculty with updating curriculum.
  2. No meeting was held yesterday. The first meeting will be Monday, February 23, 2015.
- D. Facilities** —Elliott Jones
1. No meeting has been held yet for this semester.
  2. The hedges around the campus are an issue and will be addressed. A report will be given after a discussion with Mark Wheeler.
  3. A Fire Drill will be conducted on 2/26/2015. Please review the email sent on 2/5/15 from Michael Colver under the subject: "Fire/Evacuation Drill" regarding emergency procedures and the links to the videos to review with your students during the first 2 weeks of classes.
  4. The Planetarium is completed and it looks great!
  5. Questions were raised regarding to the enforcement of the student drop-off at the front of the campus.
- E. Planning and Budget**—Ray Hicks
- The growth rate is 2% and the COLA is 1.58%. The committee will review this in May when there will be the Governor's Revision of the State Budget.
- F. TAC**—George Sweeney
1. Beginning 2/24/2015, faculty User Names will be changing over from the current email log-on (last name\_ first name) to the WebAdvisor ID. The password will remain the same. An email will be sent out regarding the change.
  2. Two committees are meeting in regard to the changes in the C and D buildings. The new hardware in the Resource Allocation Requests (RORs) has already been purchased.
  3. The Elucian mobile app has already been purchased and is expected to go live soon.
- G. Student Equity**—George Sweeney
1. The Academic Academy for 2015 is coming up in March. You can notify George Sweeney or John Zarske if you are interested.
  2. Information regarding the Equity Grant and the state's position will be sent out to the department chairs. Equity data will be sent during the beginning of the 4<sup>th</sup> week of spring semester. Look toward the 5<sup>th</sup> week of the semester for a large town hall meeting.

3. Early Alert Program: only 5% of faculty use it. Efforts will be made with department chairs to educate full-time and adjunct faculty on the use and benefits of the program.
- H. **Student Success/BSI/Faculty Development**—Mary Huebsch
1. A Student Success Committee Meeting has not been held yet this semester. If you have any ideas, please email them to Mary, and she will send them to the committee members.
  2. The Faculty Development Committee needs members. Please recommend someone from your division so that there is balanced representation.
  3. There are plans to manage Flex activities online.
  4. There is a new conference request form. The completed form needs to reflect how the conference benefits students in regard to student success and equity.
- I. **TLC**—Bonnie Jaros  
**Institutional Outcomes**—No Report
- J. **FARSCCD**—Jeff McMillan  
The Bylaws will be updated. A 3 year term, not a 2 year term is being proposed for stability purposes. The Bylaws will be sent to faculty for review in March.
- K. **SCC**—Michael DeCarbo  
SCC has met accreditation.
- L. **ASG**—Stephanie Hernandez  
Many cultural events are happening on campus, including a “Welcome Back” this week on Wednesday, February 11<sup>th</sup>. There will be opportunities to win gift cards to the Don Bookstore and also a ticket to Disneyland. The purpose is to encourage students to become involved in ASG at SAC.
- M. **Division Senators:**
1. **Adjunct**—No Report
  2. **Business**—The Division hosted an information table out in front of the campus during the first week of classes to assist in the goals discussed during Spring Convocation. It was very successful and very rewarding, and the practice is being considered for future semesters. The University of Northern Iowa will be at SAC in 2 weeks, on 2/24/15; Business School representatives will be discussing developing a pathway and agreement with the SAC International Business. Several faculty will be collaborating with Cherylee Kushida for the Gates Grant.
  3. **Continuing Education**—A concern was raised in regard to the funding CEC is not receiving for faculty when \$2.6 million will be brought in to the District because of CEC efforts.
  4. **Counseling**—No Report
  5. **Fine and Performing Arts**—Please see the calendar on the website for the Division’s events. A You Tube video featuring Professor Kehlenbach is highly recommended.
  6. **Health Sciences**—The Nursing Program is going through the accreditation process next Tuesday, Wednesday and Thursday, February 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup>.
  7. **Human Services**—Concerns were expressed regarding the process of courses being submitted for approval and there is some confusion in regard to Title 5 and COR guidelines coming from the Chancellor’s Office that are in need of clarification.
  8. **Humanities**—No Report
  9. **Kinesiology**—No Report
  10. **Library**—Please refer to the email sent out on 2/9/2015 from Luis Pedroza in regard to Library Workshops.
  11. **Math**—No Report
  12. **Science**— There will be further discussion and a possible action item regarding the need for a secretary in the Science, Math and Health Services Division.
  13. **Social Sciences**—A concern was raised in regard to the full-time position of an Ethnic Studies faculty request which was denied. The Division is interested in how the decision came about to eliminate the position when it had been ranked highly by the Faculty Priorities Committee.
  14. **Student Services**-- The new Veterans Resource Center is up and running in the Planetarium Building. All are welcome to visit the new center.

15. **Technology**—No Report

**VI. Topics--**

- A. Baccalaureate Degree Update: the Bachelor's Degree still needs to be approved by the Board of Governors.
- B. Faculty Award Nominations: The email will be sent again. Please nominate faculty or the awards will not continue.
- C. Faculty Hiring: The HR Committee is working on revising the Administrative Regulations. In the current draft, the EEO monitor is a voting member of the screening committee. There is some concern regarding persons who are refusing to sign the form when it is sent out initially and what the consequences are. There will be a survey for the members who participate on a screening committee which will be sent after the hiring process is completed. The purpose is to elicit feedback in regard to the process.
- D. Distinguished Faculty Award: Nominations are being accepted through Friday, February 27<sup>th</sup>. The nomination forms will be emailed again. Please consider nominating one of your colleagues.

**VII. Action Items**—

**VIII. Upcoming Events--**

**IX. Adjournment**--The meeting was adjourned at 3:40 pm.

Respectfully submitted,

Louise Janus  
Secretary/Treasurer  
SAC Academic Senate