

## 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 November 25, 2014**

#### Members Present

<i>Matt Beyersdorf</i>	<i>George Moore</i>
<i>Cherie Bowers</i>	<i>Kim Nutter</i>
<i>Claire Coyne</i>	<i>Luis Pedroza</i>
<i>Dan Goldmann</i>	<i>Monica Porter</i>
<i>Andrew Gonis</i>	<i>Kristen Robinson</i>
<i>Victoria Gray</i>	<i>Elizabeth Saliba</i>
<i>Benjamin Hager</i>	<i>Max Serrano</i>
<i>Elissa Hassel</i>	<i>Gabriel Shweiri</i>
<i>Ray Hicks</i>	<i>Teresa Simbro</i>
<i>Mary Huebsch</i>	<i>Robert Stucken</i>
<i>Jarek Janio</i>	<i>Sandra Wood</i>
<i>Louise Janus</i>	<i>John Zarske</i>
<i>Elliott Jones</i>	

#### Absent

*Jodi Coffman*  
*Susan Gaer*  
*Genice Gilreath*  
*Kristen Guzman*  
*Jungwon Jin*  
*Madeleine Nguyen*  
*John Ross*  
*Brian Sos*

#### Guests

*Briana Brennan*  
*Peggy Card-Govela*  
*Michael DeCarbo*  
*Bonnie Jaros*  
*Cherylee Kushida*  
*Sara Lundquist*  
*Jeff McMillan*  
*John Olivares*  
*George Sweeney*  
*Omar Torres*

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

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

**II. Agenda Accepted** – Moved: Cherie Bowers; Seconded: Mary Huebsch. Unanimously approved.

**III. Public Comments** —

**IV. Approval of the Minutes**– Moved to approve the Senate Minutes of November 25, 2014: Cherie Bowers; Seconded: George Moore. Unanimously approved.

#### **V. Reports**—

**A. President**—John Zarske

1. Please review the Academic Senate for California Community Colleges (ASCCC) October Rostrum for articles written by Craig Rutan (SCC) and Corina Evett (SCC).
2. In regards to accreditation, Dr. Martinez received a preliminary report from the ACCJC. She responded to some inaccuracies of the report and it has been sent back to ACCJC. She will attend a meeting in January regarding the responses.
3. An email was received from State Senate asking for faculty interested in serving on BOG.
4. Flex Week: Tuesday, February 3, 2015 will be a combined Academic Affairs Meeting. Wednesday, February 4, 2015 will be a Joint SAC/SCC Academic Senate/Department Chairs Meeting at SCC. Additional information to come.
5. There are continuing discussions of the BA degrees; OTA is a front runner. Half of the districts in California have submitted proposals. Michelle Parolise and Bart Hoffman are in touch with the OTA accrediting agency and are looking into this. Proposals are due December 19, 2014.

- B. Secretary/Treasurer**—Louise Janus—No Report
- C. Curriculum**—Monica Porter  
Please thank your Curriculum Committee members who have been working hard to get curriculum sent through. The last Curriculum Meeting is Monday, December 1, 2014.
- D. Facilities** —Elliott Jones
1. Dunlap Hall construction is running 2-3 weeks behind and a move back into the building should take place in summer 2015.
  2. The H Building is not scheduled for replacing the screens during Intersession and is available for use. The project is on hold until summer 2015.
  3. It is recommended that the 2 safety videos, “Active Shooter” and “Emergency Procedures” be shown to students in the first 2 weeks of class.
  4. Concern was expressed over the roofing repairs on campus and the impact to students, faculty and staff in regard to the offensive odor and other health concerns. Faculty are requesting a policy be in place to address the issue.
  5. Concern was expressed in regard to the status of the updating door locks across campus.
- E. FARSCCD** – Jeff McMillan  
There has been reported a few incidents of an academic dean unexpectedly asking faculty to initial and/or sign unofficial documents without reasonable explanation or time to review prior to being asked to sign. This may have been just an attempt to document the content of conversations but could be perceived as intimidating. If faculty are asked to sign or initial a document that is unfamiliar or outside of what are considered “normal” district or college documents, there is no obligation to do so. It is recommended that if any faculty is asked to sign or initial any documents they feel uncomfortable about that they ask for copies and refer them to the Academic Senate President and/or a FARSCCD officer for advice prior to signing.
- F. Planning & Budget** —Raymond Hicks
1. The statewide Rainy Day Fund Initiative was approved. There was about a 1.1% increase in FTES.
  2. Discussions are needed regarding a marketing plan at the college level versus the district level to increase FTES.
  3. The next meeting is December 2, 2014.
- G. SACTAC** – George Sweeney
1. The website access for acquiring Adobe and MS Office Suite at a discounted rate for personal use was presented.
  2. SAC is moving to Share Point 2013, which is designed for mobile access.
- H. Student Success/BSI** — Mary Huebsch
1. Faculty Development Coordinator has been added to Mary’s responsibilities.
  2. Faculty interested in being a part of the Faculty Development Committee, please send Mary an email. The meetings will be a few times a month.
  3. Special thanks to Sandra Wood and her vision of the Basic Skills Initiative.
- I. TLC-Institutional Learning Outcomes**—Bonnie Jaros  
Access of the Institutional Learning Outcomes was demonstrated. A link will be sent to Senate members from Bonnie via Academic Senate email from Louise Janus.
- J. SCC** —Michael DeCarbo  
Additional resolutions have been passed.
- K. ASG Representative** –Briana Brennan
1. Support was provided by ASG for a resolution for Prop 13 reform.
  2. A resolution by a student was presented for cigarette butt recycling.
  3. The week of December 8<sup>th</sup>, Finals Week, there will be stress relief activities on campus for students.
  4. An ASG Library Senator proposed a policy change to allow food in the Library.
- L. Division Senators:**
1. Adjunct Faculty – No report.
  2. Business –We are extremely happy with the new Interim Dean. We are connecting with Santa Ana High School and El Dorado High School in developing a Law Pathway Program. There is

an articulation agreement with CSU, Fullerton and University of Northern Iowa (International Business). International Business online courses developed under the Global Trade and Logistics DSN will be offered starting with Intersession 2015. Gabriel Shweiri was the Keynote Speaker of the American Bar Association Meeting in Long Beach in October.

3. Counseling – No report.
4. Continuing Education – CEC is closed this week.
5. Fine and Performing Arts – Mary Huebsch had the opportunity to attend the workshop “What Can You Do With a Major in Communication?” and attended the students’ guitar recital. Both were great experiences which were informative and enriching. Please see the Fine and Performing Arts website for future events.
6. Health Science – No report.
7. Human Services – No report.
8. Humanities –No report.
9. Kinesiology – No report.
10. Library – No report.
11. Math – No report.
12. Science – No report.
13. Social Science – No report.
14. Student Services – The Soldiers to Scholars event on November 13<sup>th</sup>, was a great success. One donor contributed \$5,000. A special thank you to Madeline and Ronnie Grant for donating the wine for the event.
15. Technology – No report.

**VI. Presentation:**

Sara Lundquist, Vice President of Student Services, presented the Student Equity Plan (SEP) extract and discussed the key points of the plan as well as the Expenditure Guidelines.

**VII. Action Items:**

The Student Equity Plan (SEP) was supported by the Senate unanimously.

**VIII. Topics**

Omar Torres, new Vice-President of Instruction, welcomed and thanked faculty for the hard work and dedication to students and student success. A vision of transparency and keeping the campus informed of meetings, agenda and discussions was presented as well as a “how to” on accessing the Academic Affairs website.

**IX. Upcoming Events:** The final Academic Senate Meeting for fall 2014 is on Tuesday, December 9, 2014 at 1:30pm in A-130.

**The meeting was adjourned at 3:30 pm.**

Respectfully submitted,

Louise Janus  
Secretary/Treasurer  
SAC Academic Senate