



SANTA ANA COLLEGE

CELEBRATED PAST. BOUNDLESS FUTURE.

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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

Senate Retreat and Business Meeting Minutes February 3, 2016

Members Present

<i>Michael Buechler</i>	<i>Josh Mandir</i>
<i>Alondo Campbell</i>	<i>Jeff McMillan</i>
<i>Mike Everett</i>	<i>George Moore</i>
<i>Susan Gaer</i>	<i>Luis Pedroza</i>
<i>Susan Garnett</i>	<i>Maribel Pineda</i>
<i>Andrew Gonis</i>	<i>Monica Porter</i>
<i>Benjamin Hager</i>	<i>Kristen Robinson</i>
<i>Elissa Hassel</i>	<i>Cathie Shaffer</i>
<i>Ray Hicks</i>	<i>Teresa Simbro</i>
<i>Mary Huebsch</i>	<i>Irene Soriano</i>
<i>Charles Jang</i>	<i>Tommy Strong</i>
<i>Jarek Janio</i>	<i>Brian Sos</i>
<i>Louise Janus</i>	<i>Robert Stucken</i>
<i>Elliott Jones</i>	<i>George Sweeney</i>
<i>Brian Kehlenbach</i>	<i>George Wright</i>
<i>Flo Luppani</i>	<i>John Zarske</i>

Guests

<i>Leann Alduenda</i>	<i>Carlos Lopez</i>
<i>Kyla Benson</i>	<i>David Lopez</i>
<i>Matthew Beyersdorf</i>	<i>Jorge Lopez</i>
<i>Monica Collins</i>	<i>Josh Mandir</i>
<i>Molly Colunga</i>	<i>Erlinda Martinez</i>
<i>Rick Corp</i>	<i>Sarah Mathot</i>
<i>Oscar Cortez</i>	<i>Amit Mishal</i>
<i>Patrick Dibb</i>	<i>Dena Montiel</i>
<i>Catherine Emley</i>	<i>William Nguyen</i>
<i>Zachary Fish</i>	<i>Tom Nilles</i>
<i>Edward Fosmire</i>	<i>Fernando Ortiz</i>
<i>Suzanne Freeman</i>	<i>Michelle Parolise</i>
<i>Heather Gillette</i>	<i>Stacy Russo</i>
<i>Adrianna Gonzalez</i>	<i>Randy Schultz</i>
<i>Glen Hammonds</i>	<i>Gabriel Shweiri</i>
<i>Michelle Hardy</i>	<i>Ken Sill</i>
<i>Conor Higgins</i>	<i>Valinda Tivenan</i>
<i>Rosemarie Hirsch</i>	<i>Jinhee Trone</i>
<i>Darren Hostetter</i>	<i>Michelle Vasquez</i>
<i>Stacey Lastra</i>	<i>Sandra Wood</i>

Absent

Jodi Coffman
Genice Gilreath
Kristen Guzman
Mark Higgins
Bonnie Jaros

Department Chair/Senate Meeting

- I. Call to Order and Welcome
 - A. President Jones called the meeting to order at 9:05am.
 - B. Introduction

- II. Agenda Accepted**—A motion to approve the agenda made by Luis Pedroza and seconded by Benjamin Hager was unanimously approved.
- III. Public Comments** —
- A.** An announcement was made by Catherine Emley, Chair of the Scholarship Committee, that Peggy Card-Govela is no longer serving as the Scholarship Coordinator and the Coordinator is Christina Romero during the transition period. Peggy has taken on a new role as Counselor at SAC. Catherine asked faculty to consider serving on the Scholarship Committee, and she will be emailing faculty to request their service as scholarship readers for this semester. Review of scholarship applications online begins on March 17th.
 - B.** There will not be a Senate Business Meeting this coming Tuesday, February 9th, due to it being the first week of the spring semester.
- IV. Report**—
- A. President Jones**
 - 1. The Governor proposes a 0.47% statutory COLA for general purpose apportionments.
 - 2. The low cost/no cost marker in the schedule did not move forward. An OER marker is being considered.
 - 3. Zero Textbook Cost Degree is an incentivized program that have no costs to students for the use of textbooks (AB798). \$50,000 in grant money is available to a campus for compensation for adopting the program.
 - 4. The commencement this year marks the 100th for the college and the final commencement for Dr. Erlinda Martinez. If you would like to volunteer for commencement and/or Valedictorian Selection Committee activities, please email Elliott Jones.
 - 5. At the most recent Board of Trustees Meeting, it was reported that the Board Policy Committee would bring forward a gift ban for review by the board.
 - 6. The Board Policy Committee had also requested faculty input regarding the Board Docket process.
- V. Presentations**—
- A. Emergency Preparedness Presentation/Discussion—Elliott Jones**
 - 1. A “Top 10 List” was presented by President Jones which included a reminder to show the “Run, Hide, Fight” video to all students the first day/week of classes and to be alert if you see/hear anything on campus that doesn’t seem right—report it to Safety and Security immediately.
 - 2. It was recommended that the Safety and Security number, 714-564-6330, be in everyone’s cell phone on speed dial. The SAC land line emergency number is 333.
 - 3. Faculty were encouraged to use Safety and Security escorts when walking to their cars at night.
 - 4. Concerns regarding the inability to lock many classroom doors from the inside were voiced by faculty.
 - 5. A request was made by faculty that the “See Something, Say Something” posters which SAC has posted across campus be made available to CEC as well. A request was made by faculty that this be posted on the SAC marquee as well.
 - B. Faculty Hiring Best Practices—Elliott Jones**
 - 1. President Jones reviewed A.R. 7120.1 Full-Time Faculty Recruitment and Selection with faculty.
 - 2. Faculty were reminded that the SCC discipline counterpart must be invited to serve on the screening committee.
 - 3. As the number of hiring committees is high, President Jones asked for help from department chairs in identifying potential senate representatives for committees within departments.
 - 4. The committee will attempt to reach consensus regarding the selection of candidates. Consensus is defined as unanimity. Prior to paper screening, the committee must agree by 2/3 majority on a

procedure to follow if consensus cannot be reached. Some suggestions for the committee to consider are: Super majority (e.g. 2/3 majority) and Simple majority.

5. When establishing the calendar, all meetings should be scheduled during the regular Fall/Spring faculty work year. Faculty may be compensated for meetings scheduled outside of the Fall/Spring semester.
6. It was recommended that faculty read A.R. 7120.1 thoroughly prior to serving on a screening committee and to bring a copy to the screening committee meeting for reference.

VI. Breakout Session—George Sweeney led a faculty discussion: A Student Success Centered Campus. Faculty shared written group responses with George which will be incorporated into planning for Student Success and Student Equity.

VII. Presentation—

A. Campus Construction Update—Brian Kehlenbach

1. 80% of classrooms will be mediated by the start of spring 2016.
2. Dunlap Hall keys will be provided to faculty returning to the building.
3. Chavez Building has ongoing issues with the moisture throughout the building and solutions are being sought.
4. The demolition preparation of the Johnson Campus Center Building is scheduled between June and September 2016. Relocation of occupants of the Johnson Building to The Village will take place during spring break, with offices being fully operational by April 11th. The Bookstore will not be relocating to The Village until May 9th.
5. Groundbreaking for Central Plant took place on November 3rd and the project has been extended until November 2017.
6. The Science Center Building start date is December 2017.
7. Campus projects include: roof and storm drain replacements/repairs, concrete repairs across campus walkways, Russell Hall bathroom renovations, and installation of filtered water bottle filling stations (4) across campus.

VIII. Presentation—

A. Vice President of Academic Affairs—Carlos Lopez

1. Vice President Lopez shared that his recent administrative experience includes serving as Dean at MiraCosta College of Northern San Diego County.
2. The importance of the planning process through College Council and its correlation to Program Reviews, RARs and Student Learning Outcomes (SLOs) was stressed.
3. Enrollment is down a little more than 3%.
4. Pathway programs are strong.
5. Outreach will be increased to Garden Grove Unified School District (GGUSD).

Senate Business Meeting

IX. College Updates—

A. President—Dr. Erlinda Martinez

1. There was a Governor's Budget increase for student persistence.
2. The COLA increase of 0.47% is for next year.
3. The Budget is driven by FTEs.
4. 30 new faculty will be hired for next year--22 Credit faculty and 8 Non-Credit faculty.

5. Faculty are asked to be “good ambassadors” of the college during the construction phase of the campus. Stress to students the positive changes that will take place in the next 3-5 years which students will benefit from.
6. There is no freeze for the hiring of classified positions within the district and positions are flown as they are entered in the queue.
7. A pool of part-time faculty is needed at CEC.
8. Integrated Planning is a necessity moving forward at SAC, because it makes sense and has implications beyond accreditation.
9. June 3rd is the 100th graduation ceremony of SAC and big things are planned!
10. The last day of service as President for Dr. Martinez is June 9th.

X. Open House Update—Monica Porter reminded faculty that the SAC Open House and Expo is on Saturday, March 12th, 10:00am—2:00pm. A request was made to invite alumni and retirees to the Centennial Alumni Reunion Luncheon, 1:00—2:30pm at The Spot. Additional details to follow at the next senate meeting.

XI. Reports—

A. President—Elliott Jones

1. President Jones asked senators to email him if there were topics they’d like to see discussed in future senate meetings.
2. President Jones confirmed senate’s interest in continuing the fall meeting format: 1st meeting of the month focused on discussion topics and presentations; 2nd meetings for committee reports.
3. Faculty are encouraged to take advantage of the help for grant writing provided by the District Academic Support Services.
4. Faculty interested in serving on a Shared Governance Committee at the District level should email Elliott.

B. Secretary/Treasurer—Louise Janus

1. There is a room change for the senate meetings for the spring semester; the meetings are in I-209.
2. The request for nominations for the Awards for Excellence and the Distinguished Faculty Award will be emailed next week. The Awards for Excellence is scheduled for Wednesday, May 18th at 2:00pm in Phillips Hall.
3. A request was made by faculty to have the updated senate agenda and minutes posted in the faculty mail room.

C. Curriculum—Monica Porter—No report.

D. Facilities—Brian Kehlenbach

1. A concern was raised by faculty regarding meeting places for students across campus with all of the construction taking place.

E. Planning and Budget—Ray Hicks

1. We are 3 weeks away from the Governor’s Proposal which looks good.
2. COLA is going to remain low at 0.47% for next year.

F. TAC—George Sweeney

1. The next meeting is Thursday, February 25th in S-215.

G. Student Success and Equity—George Sweeney

1. The next meeting is on Thursday, February 18th; meeting room to be determined.

H. BSI/Faculty Development—Mary Huebsch

1. Preparation is underway for the breakout sessions planned after convocation. The work that is completed will be reported to the state.
2. Flex Workshops had good attendance and the sessions that had food had better attendance than those without food.

I. TLC—Bonnie Jaros—No report.

J. FARSCCD—Jeff McMillan

1. Elections are coming in 4 weeks.
2. SAC faculty are encouraged to vote and consider running for board positions.
3. Information regarding the CTA (California Teachers Association) was presented in fall 2015, but at present there are no plans to recommend a change.
4. In response to questions from senators regarding FARSCCD's lawsuit with district, Ray Hicks reported that approx. \$80,000 had been spent by FARSCCD on legal fees and that he was gathering signatures to request a general meeting.

K. SCC—Michael DeCarbo—No report.

L. ASG Representative—No report.

M. Division Senators—Reports tabled to the next senate meeting.

1. Adjunct Faculty –
2. Business –
3. Continuing Education –
4. Counseling –
5. Fine and Performing Arts –
6. Health Sciences –
7. Human Services –
8. Humanities –
9. Kinesiology –
10. Library –
11. Math –
12. Science –
13. Social Sciences –
14. Student Services –
15. Technology –

XII. Approval of Minutes—Approval of minutes tabled to the next senate meeting.

XIII. Other—The next senate meeting will be held on Tuesday, February 23rd, 1:30-3:30pm in I-209.

XIV. Adjournment—The meeting was adjourned at 2:55pm.

Respectfully submitted,

Louise Janus
Secretary/Treasurer
SAC Academic Senate