



## ACADEMIC SENATE

### SANTA ANA COLLEGE MISSION STATEMENT

*The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, 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. Emerging American Community*

## Business Meeting Minutes September 27, 2016

### Members Present

<i>Maria Aguilar Beltran</i>	<i>Brian Kehlenbach</i>
<i>Michael Buechler</i>	<i>Stacey Lastra</i>
<i>Alondo Campbell</i>	<i>Flo Luppiani</i>
<i>Jodi Coffman</i>	<i>Ana Meckes</i>
<i>Dori Dumon</i>	<i>Moises Medina</i>
<i>Noemi English</i>	<i>Amit Mishal</i>
<i>Susan Garnett</i>	<i>Luis Pedroza</i>
<i>Genice Gilreath</i>	<i>Kristen Robinson</i>
<i>Gina Giroux</i>	<i>Teresa Simbro</i>
<i>Benjamin Hager</i>	<i>Brian Sos</i>
<i>Michelle Hardy</i>	<i>Robert Stucken</i>
<i>Charles Jang</i>	<i>John Tashima</i>
<i>Louise Janus</i>	<i>George Wright</i>
<i>Elliott Jones</i>	<i>Monica Zarske</i>

### Absent

*Mark Higgins*  
*Mary Huebsch*  
*Irene Soriano*  
*Tommy Strong*

### Guests

*Saul Addotta*  
*Irma Esparza*  
*Kristen Guzman*  
*Ray Hicks*  
*Susan Hoang*  
*Tiffany Hwong*  
*San Khong*  
*Colleen Lehman*  
*Jane Mathis*  
*Jeff McMillan*  
*Danny Menjivar*  
*Luis Mejia*  
*Enrique Perez*  
*Dennis Sadler*  
*Mike Taylor*  
*John Zarske*

Time: **1:30 - 3:30 pm**

Place: **I-209**

- I. **Call to Order and Welcome** – President Jones called the meeting to order at 1:31 pm
- II. **Accept Agenda** – Moved: Ben Hager; Second: Genice Gilreath
- III. **Public Comments** (Three-minute time limit) - None
- IV. **Approval of Minutes** - Moved: Ben Hager; Second: Louise Janus

V. **Student Presentation** – **Phi Theta Kappa President of SAC Chapter– Danny Menjivar**

- Alpha Beta (SAC Chapter) Oldest chapter in California
- Great outlet for student’s college involvement opportunity & leadership activities
- Motivational to students to continue with their education when challenges occur
- Convention and meeting opportunities to meet and dialogue with other students
- Message to faculty to encourage/support their students to join- 3.5 GPA for entry

**Sal Addotta, Faculty Advisor for Phi Theta Kappa**

- If student eligible (3.5 GPA, enrolled in 12 units within the last 5 years) they are sent an email & a letter for eligibility & invitation to join Phi Theta Kappa
- Enrollment deadlines: Fall-December 31 ; Spring-June 30
- Saul or members willing to come to classes to speak to students about joining
- Professional development opportunities to improve soft skills & research skills
- International organization in 9 countries other than the USA
- Approximately 5% of SAC students eligible to join - about 5% of those do join

VI. **Presentation** – **Educational Services – Enrique Perez, Vice-Chancellor Educational Services** presented informative talk regarding services and projects of Educational Services:

- Goal of Educational Services is to facilitate work that faculty does for students at SAC, SCC, CEC
  - Resource Development (grants) from the State funneled through LA/OC regional consortia, with 45 million to LA/OC. Distribution of the monies is 60% of that goes directly to the school (10 million to SAC) and 40% of the monies to regional projects. The focus is on Career Technical Education (CTE), which includes: Global trade & logistics, small business/entrepreneurship, retail, hospitality & tourism and digital media.
  - Labor market needs drive the direction of the funding/grants
  - 2016- Educational Services supports 224 grants totaling \$84.3 million. (#1 in CA) Many grant opportunities – provide 2 grant writers who can write, submit & facilitate collaboration for faculty with grants
  - Research, Planning & Institutional Effectiveness-provides data to support SAC & SCC for marketing, grants, strategic planning; completes government mandated reports for the colleges; Coordinates district wide planning & CQI; Environmental scan to determine where students are coming from; Assists faculty & staff with research and planning needs
  - Child Development Services- CDC’s at SAC, SCC, CEC- collaborates with them on faculty practicum/student mentor program; quality child care for students/faculty & staff, community
  - Special initiatives with colleges-local, state & nationwide focus: CTE, Retail, Hospitality & Tourism, Small Business/Entrepreneurship, Global Trade Logistics
  - Beginning July 2016 now Public Affairs and Publications added. A focus is on supporting college marketing campaigns, Media Relations and improving communication district wide, within the community & governmental relations
- Senator George Wright suggested this information be part of New Faculty Institute

## VII. Action Item –Endorsement of CIC Recommendation of Reading Proficiency-Monica Zarske

November 2015 a proposal came to CIC to eliminate Option 4, which allows for coursework in natural sciences to fulfill reading proficiency requirement. Debate ensued and a workforce of 11 people, deans, faculty, counselors was created to discuss this. In May 2016 there was an informational update in CIC and still a hesitancy to eliminate option 4. A new recommendation was developed, a modification of the option, “Change Option 4 of the current reading proficiency requirement to only allow for a C or better in the following courses: English 102, English 102H, English 103, English 103H, or Philosophy 110, Philosophy 110H”. These courses were selected because it was felt the design and objectives of those courses did meet reading proficiency needs. On August 22, 2016 a vote was taken in CIC and it was moved with 11 in favor and 4 opposed. CIC recommendation was to move forward and bring it to the Academic Senate to approve the CIC recommendation. Motion was made by Robert Stucken; seconded by Louise Janus. Motion passed by Senate, with the exception of the following votes: 1 opposed (Maria Aguilar Beltran) & 2 abstentions (Noemi English, Charles Jang). It will now go to the Board and if approved with go into effect Fall 2017.

## VIII. Reports

### a. **President –Elliott Jones**

- Marketing Meetings are 10/31, 11/28, 12/12 in S-215 from 1:30-3:00 pm. All are welcome to attend.
- Faculty priorities meeting Friday, October 7 from 9:00 am-12:00 pm in S-215. Requests deadline to Elliott Jones is Friday, Sept 30. A change will be the forced ranking sheet will be randomized instead of alphabetical. Any requests submitted after the deadline will be placed at the bottom of the list. Email Elliott Jones who will be your rep
- Board policy changes in conference reimbursement – not to be reimbursed for more than early registration rate (Board members only); not more than published single occupancy standard room rate (for everyone). First reading for the policy changes will be at next Board meeting
- Elliott reported that he has met with FARCCD leadership and will continue to have meetings with them in an effort to maintain open lines of communication between faculty leadership
- Next Senate meeting we will discuss the possibility of a senate political endorsement process – discuss it with your division faculty and bring back feedback
- There are new ACCJC guidelines for accreditation standards of baccalaureate pilot programs for minimum qualifications regarding upper division course work. SAC’s Occupational Studies program has made all necessary adjustments given the new guidelines.

### b. **Secretary/Treasurer- Teresa Simbro**

- Reminder of State Academic Senate Plenary November 3-5<sup>th</sup> in Costa Mesa; any interested faculty contact Elliott Jones or Teresa Simbro.
- Academic Senate Payroll Deduction electronic form sent out

### c. **ASG – Luis Mejia, SAC ASG President**

- Interim Student Trustee, shares the position with SCC ASG President
- AR 20-105: regulation & eligibility for student trustee GPA changed from 3.0 to a 2.5 in accordance to the state which expands eligibility for students to find an eligible Student Trustee

- Prop 55 was voted in and supported by the trustees – it continues the tax rate instituted by Prop 30
  - ASG member seats are now 33/35 which has increased greatly – thanks was given to Office of Student Life for this recruitment push
  - Hispanic Heritage Celebration rescheduled to next week
  - Student Leadership training this Friday
- d. Curriculum – Monica Zarske/Brian Sos**
- Curriculum changes for catalog in Fall 2017 deadlines are approaching quickly
  - Prerequisite process validation clarification was shared with division reps
  - Tech review – group to review logistics of curriculum in Curricunet– Title V issues; common errors such as course text books listed are older; content sections with high variability of how content is written. Best practices are to list topics and sub-topics, not narratives or student expectations
  - DE forms- sample for on-line courses on CIC website. Requirements have changed.
- e. Planning & Budget – Ray Hicks**
- Meeting held on 9/6 with final budget update for 2015-2016 & looked good
  - Enrollment management is a challenge- below FTE and hoping to fill the gap before the end of the semester with 8 week classes
  - Awaiting FLN number in October and will find out hiring needs; some retirements to be filled
  - Returning some funds back to divisions similar to last year so they will have more operating money
  - Innovation grants – discussion of funding interdisciplinary grants
  - Marketing meetings last Monday of the month- faculty are encouraged to join
  - Written report to be sent out today
- f. Student Equity – George Sweeney**
- Written report to be sent out today
- g. Accreditation/TLC – Bonnie Jaros – no report**
- h. Student Success/BSI/Faculty Development – Mary Huebsch – no report**
- i. SCC Representative – Mike Taylor, SCC Secretary/Treasurer**
- 2 resolutions next week regarding District conversion to Canvas from Blackboard: #1 – Senate recommendation to move to Canvas from Blackboard; #2 recommendation to have a joint task force of SAC & SCC for the facilitation of the conversion process. They will come over to SAC Senate.
  - District task force was comprised to investigate Canvas and voted 19-0 in acceptance of Canvas, due to online education initiative and large cost savings. Approximately 90 of the California community colleges have already converted.

IX. **Other** - none

X. **Adjourn** – The meeting was adjourned at 3:21 pm

Respectfully submitted,  
 Teresa Simbro  
 Secretary/Treasurer