



Approved  
Academic Senate & Department Chair Joint Meeting Minutes  
January 23, 2013

Senate Members

Present

Steve Bautista  
Cherie Bowers  
Paula Canzona  
Jodi Coffman  
Monica Collins\*  
Susan Gaer  
Madeline Grant\*  
Herschel Greenberg  
Ray Hicks  
Jarek Janio  
Louise Janus  
Bonita Jaros  
Elliott Jones  
Michael Kelcher  
Jeff McMillan  
Dena Montiel  
Marilou Morris  
Mila Paunovic  
Luis Pedroza\*  
Monica Porter\*  
Chuck Ramshaw  
Mario Robertson  
John Ross  
Stacy Russo  
Max Serrano  
Gabriel Shweiri  
Ken Sill  
Brian Sos  
Robert Stucken  
George Wright  
John Zarske

Absent

Dana Bassett  
Rene O'Dell  
Doug Wilkes

Department Chairs

Phililppe Andrade  
Kyla Benson  
Claire Coyne  
Karen Dennis  
Catherine Emley  
Mike Everett  
Javier Galvan  
Yolanda Garcia  
Sue Garnett  
Kristen Guzman  
Glen Hammonds  
Jubal Hampton  
Elissa Hassel  
KC Huynh  
Crystal Jenkins  
John Kalko  
Dietrich Kanzler  
Brian Kehlenbach  
Eve Kikawa  
Henry Kim  
Lance Lockwood  
Phil Marquez  
Gus Montes  
Gwen Morgan-Beazell  
Sandy Morris  
Bruce Nichols  
Fernando Ortiz  
Michelle Parolise  
Kris Ross  
Gabriela Sanchez  
Sally Scoggin  
Sheila Shain  
Brian Sos  
Mary Steckle  
Mary Stephens  
Kathy Takahashi  
Valinda Tivenan  
Martha Vargas  
Angelina Veyna  
Sandra Wood  
Nell Yang

Guests

Peggy Card-Govela  
Rebecca Barnard  
Laura Buscemi-Beebe

\* Dept Chairs

**I. Call to Order**

- A. President Hicks called the meeting to order at 9:35 am
- B. All senators and department chairs were introduced.

- II. **Agenda Accepted** – A motion to approve the agenda made by John Zarske and seconded by Robert Stucken was unanimously approved.
- III. **Public Comments** — (Three-minute time limit)
- A. Work is underway to find donors to fund theatre department development. In cooperation with the SAC Foundation the "Friends of the Theatre" are reaching out to the community for support.
  - B. Emails will be distributed soon regarding several upcoming activities related to the Book of the Year – *The Help*.
  - C. Keshia Hondo memorial tree dedication will take place in the near future.
  - D. The new online process for scholarships is in place and will be used for student submission and application review this semester. An email to all faculty will be sent to review the process for submitting letters of recommendation.
- IV. **Hot Topics**
- A. **Budget** - The November LAO report was more positive than in the recent past. The Governor's new budget proposal sent forward on January 10 has the community colleges positioned fairly well.
  - B. **Facilities** - Update regarding phases of SAC perimeter construction-map were shown
  - C. **State Academic Senate** – A meeting on January 9th of the State Legislative Committee reviewed changes that are being proposed by the state legislature. There is concern regarding how the legislature is trying to shape community colleges.
  - D. **Accreditation** – A kick-off meeting was held on December 7, 2012. The first report is due October 2014. A website is being developed to assist with the accreditation process. 10 subcommittees are being established to address the four standards and sub standards. Administrative and faculty co-chairs will play a major role in the process. There will be an oversight committee. A majority of the work needs to take place during the spring and fall 2013 semesters.
  - E. **Department Chair Responsibility** – FARSCCD is addressing the issue of reassigned time for department chair responsibility. It has and will continue to be on the negotiating table. If you have not already done so, please forward a short description of your duties and responsibilities to Madeline Grant.
- V. **Curriculum & Instruction Committee – Update**
- A. **AAT/AST** – There are 9 degrees approved at SAC. The State Chancellor is requesting that all campuses have 80% of degrees offered approved by Fall 2013. Please let Monica Porter know if you are working on AAT/AST. Campuses will be required to have 100% of degrees offered approved by Fall 2014. More degree templates are currently being developed.
  - B. **CID's** - Course ID number system is tied to AAT/AST. Course descriptor documents look similar to the Course Outline of Record. Any course that is included in an AAT/AST must be submitted and have CID number assigned. Will pull AAT/AST approval if CIDs for all courses are not submitted by Fall 2014.
  - C. **Credit By Exam** - Policy changes are coming. These changes are being pushed due to the establishment of Massive Open Online Courses (MOOCs). Students having completed a MOOC may want to take an exam to receive credit. We need to prepare. The Governor's budget plan mentions C.B.E. as a way to move students through faster.
- VI. **The New Equivalency Basics**
- A. **Form I – Have you done it yet?** The new equivalency process is working well. Please check your Form I inventory. If you do not have a copy, it most likely does not exist. Create it now so you have

time to gather the necessary signatures (all disciplines shared with SCC require SCC signatures as well).

**VII. What's happening in your departments?**

**A. Senator & Chair Collaboration – how do we make it better?** – Department and division discussions were conducted at each breakout table.

**B. The Good, The Bad & The Ugly** - Department and division discussions were conducted at each breakout table.

**VIII. Presentation – Less than You Think Program –**

**Laura Buscemi-Beebe, MPH County of Orange, ADEPT Program** – A month-long campaign will be held on the SAC campus in March to discourage binge drinking by college students. The campaign is modeled after a successful SCC campaign. Faculty support to encourage student participation is requested.

**IX. User & Work Groups**

**A. Work to be done** – having now been through a full cycle of PA/PR and with the upcoming accreditation visit, it is time to review the processes and systems we have in place for both PA/PR and SLOs. User/Work Groups consisting of division representatives are being created to review, evaluate and recommend any needed changes to the processes and systems. Group membership was discussed at division break outs.

**The meeting was adjourned at 1:30 pm.**

Respectfully submitted,



Madeline A. Grant  
Secretary, SAC Academic Senate