

Santiago Canyon College

Academic Senate

8045 E Chapman Ave
Orange, CA 92869-4512

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Minutes-Approved

Senate Business Meeting

April 1, 2014

1:30 pm-3:00 pm B-212

Present:

Senators

Aguilera, Leonor
Cannon, Cari
Cummins, Shawn
Deaver, Doug
Deeley, Steve
Dela-Cusack, Lisa
Elchlepp, Elizabeth
Freidenrich, Leah
Frost, Alicia
Hovanitz, Eric
Matthews, Evangeline
Mettler, Mary

Nance, Craig
Salcido, Andrew
Shekarabi, Nooshan
Sproat, Barbara
Taylor, Michael

Officers

Evelt, Corinna (President)
DeCarbo, Michael (Vice President)
Wagner, Joyce (Sec/Treasurer)
Rutan, Craig (Curriculum Chair)

Guests:

Fasbinder, Lori
James, Scott
Jeffery, Bill
Johnston, Kevin (ASG)
Recinos, Teresa
Soberano, Hector (ASG)
Styffe, Amy

Absent:

Carrion, Rudy
Shields, Jolene
Volz, Matt

To comply with recent changes to the Brown Act, the SCC Academic Senate will be recording votes of the Senators as follows:

- **Members recorded as absent are presumed not to have voted.**
- **If only yeas, the minutes will state that: "the motion passed without dissent."**
- **If there are nays and/or abstentions, the names of members voting in the minority and/or abstaining will be recorded, and all other members are presumed to have voted in the majority.**

- I. Order of the Agenda—**A motion to move Discussion Item A to after public comments passed without dissent** (moved by Prof. DeCarbo and seconded by Prof. Nance).
- II. Public Comments
 - A. Amy Styffe: Now is a good time to make changes to your web pages before they get moved into the new design at the end of April. Remember that old documents can often be found through site engine searches even if they are not currently linked to your webpage. Go into "view all site content" and delete outdated material. Earn a chance for a \$25 gift card by updating your webpages before April 28th. The website implementation plan is as follows:
 1. April 28-30: Data will be copied into the new site
 2. April 30-May 16: The two sites will both exist, but only ITS will have access to the new site. Any changes made to the old site will have to be made later to the new site.
 3. May 16-June 18: Both sites will be available for employees, though the old site is still the one visible to the public. Any changes must be made to both sites.
 4. June 18: The new site goes live.
- VII. Discussion Items
 - A. Division of Continuing Education Update (Dean Fasbinder responding to questions and comments submitted in advance by faculty--the PowerPoint presentation is on the Senate webpage)
 1. *How do you envision SCC's Division of Continuing Education (CE) taking advantage of the state's shifting policy regarding continuing education?*
 - a. The additional state money from AB 86 will be funding:
 - i. Elementary and basic skills, including classes required for a high school diploma
 - ii. Classes for immigrants in citizenship, ESL, and workforce preparation
 - iii. Education programs for adults with disabilities
 - iv. Short term career technical education programs with high employment potential
 - v. Programs for apprentices
 1. CE will be working with the Career Technical Education Division to determine basic skills needed by apprentices.

2. In the past CE has offered math courses for surveying and other fields.
- b. AB 86 requires that community colleges be consortium leaders. The RSCCD Consortium includes the Orange Education Center, the Centennial Education Center, Orange Unified, and Santa Ana Unified, along with a partnership with the Orange County Department of Education and Garden Grove Unified.
2. *What things do you think would best educate SCC faculty about the needs of the Orange Education Center?*
 - a. Curriculum:
 - i. Both credit and noncredit courses require a course outline of record and curriculum must be approved by our Board and submitted to the state Chancellor's Office.
 - ii. When a noncredit course is approved by the Chancellor's Office, it may immediately be taught. There is an agreement at SCC to delay program changes until they are in the catalog.
 - iii. Only certain categories of instruction may be offered as noncredit:
 1. ESL
 2. Immigrant Education (There are no current courses specifically for immigrants, but ESL courses may be moved to this category).
 3. Elementary (K-8) and Secondary (9-12) Basic Skills
 4. Health and Safety (Only a few courses are currently being offered).
 5. Substantial Disabilities (One course is being taught at a rehab institute in Orange).
 6. Parent Education (One preparation for childbirth course is being offered in partnership with UCI Medical Center in Orange).
 7. Home Economics (never offered)
 8. Courses for Older Adults (This program is being reinstated by Prof. Jordan. Twelve courses started this January; most are offered off-campus at older adult facilities).
 9. Short Term Vocational (Business Skills courses)
 10. Workforce Preparation (This category was added a few years ago. Courses help students prepare resumes, get a job, and keep a job).
 - b. The state minimum qualifications for noncredit instructors may be as low as an AA degree and 6 years experience. Here at SCC, noncredit instructors need to have at least a BA or an adult education credential.
 - c. Funding:
 - i. Noncredit courses receive less state apportionment than credit courses. Career Development or College Preparatory (CDCP) courses are paid at a higher level than non-CDCP courses.
 - ii. Noncredit adjunct faculty are paid at a lower rate than credit adjunct faculty.
 - d. No units and credits are awarded except in the High school program.
 - e. There is no enrollment fee.
3. *A crime safety bulletin was sent to the campus a few weeks ago referencing a student in the Continuing Education program who made specific, violent threats against certain staff and faculty members. The Orange Police Department indicated that a warrant was in place against the student at the time (for an unrelated incident). Can you update us on the status of this situation? Is the student still at large? Is she or he now a former-student?*
 - a. A student had stolen school property, cheated on tests, and threatened a teacher.
 - b. The student was dropped from the class and directed to see Dean Fasbinder.
 - c. The student threatened Dean Fasbinder in the presence of a District Safety Officer.
 - d. The Orange Police Department was called, but the student had fled.
 - e. The District hired a private investigator to try to find the student.
 - f. The Orange Police Department filed a report with the District Attorney's Office.
 - g. The student is blocked from registering at SCC and SAC.
4. *During and following the above incident, what steps were taken to ensure the safety of the Continuing Education (a) staff and (b) faculty as well as (c) those on-campus in general? Is there anything you would recommend we do differently next time?*
 - a. CE cannot require students to have a photo ID, but now pictures of students are being taken at enrollment and entered into Datatel.
 - b. There will be timely dissemination of information regarding criminal activity and safety to all campus personnel.
 - c. Registration can be blocked and a warning displayed on the registration screen to contact District safety immediately.
5. *The Continuing Education Building on Batavia is in need of millions of dollars in repairs in order to make the facility compliant. a) What steps has the RSCCD taken to identify and hold accountable those who were responsible for the errors that were made in that building's construction? b) It doesn't appear that any work is underway at the Batavia facility. What is the timeline for its renovation and re-opening?*
 - a. Orange Education Center is estimated to be ready for occupancy in about 30 months.
 - b. Departments were asked to turn in plans for the renovated building.
 - c. No lawsuits have been filed.

6. *Are there plans for Continuing Education to continue to offer courses on the SCC campus even after the Batavia facility is reopened?*

- a. Some CE counseling courses will continue to be offered in the Success Center.
- b. Courses that articulate CE students into college credit courses and programs may also be offered at SCC:
 - i. Adult Basic Education (K-8)
 - ii. High School Diploma Program (9-12)
 - iii. GED Preparation
 - iv. CTE business skills

II. Approval of Minutes:

The minutes of March 18, 2014, were approved without dissent (moved by Prof. Sproat and seconded by Prof. Aguilera).

III. AS Executive Board Reports

a. President (Prof. Evett):

i. RSCCD is looking into acquiring the Riverdale Elementary property near Lakeview Ave. in Anaheim, across from the old Kaiser Hospital.

1. It is approximately 12 acres with 26,000 square feet of building space—four buildings with two outdoor restrooms with one building on the far end. It is Field Act compliant and will need a lot of renovations before being used.
2. Currently, the asking price is about \$15 million; the district commissioned an appraisal that came in at \$10M.
3. Prof. Evett has initiated a discussion of this acquisition at the District's Planning and Organizational Effectiveness (POE) Committee; Prof. DeCarbo will initiate a discussion at the District's Fiscal Resources Committee (FRC), and SCC's Planning and Institutional Effectiveness (PIE) Committee is also going to have a discussion.
4. Per a report from Administrative Co-Chair of the POE Committee, John Didion, the Board encouraged the investigation of this purchase.
5. Currently, the Chancellor mentioned that the site could be used to hold credit and/or noncredit classes as well as the possibly housing a language academy for our International Student Program.

ii. District Planning

1. POE Committee:

- a. The POE Committee oversees all planning processes and in particular looks at district services, unit reviews, and district services augmentation requests.
- b. Augmentation requests from the Chancellor also go through POE.
- c. Using the PIE Committee's processes and documents as a guide, the POE Committee voted on a prioritization rubric, a process flowchart, and a Resource Augmentation Request form to be used by RSCCD governance committees as well as District Council.

2. District Council:

- a. District Council makes recommendations to the Chancellor regarding POE's recommendations.
- b. The five major District Committees—Human Resources (HR), Technology Advisory Group (TAG), Fiscal Resources Committee (FRC), Physical Resources Committee (PRC), and Sustainable RSCCD Committee (SRC)—can submit requests directly to District Council.
- c. The same Resource Augmentation Request form developed for POE will also be used.

3. There has been concern that the written planning process isn't being consistently followed.

- a. An \$800,000 augmentation request, which included funding for marketing, lawyer's fees, and board elections, went directly to the FRC instead of first to POE.
- b. TAG put forward a request to District Council money to help with a 5-year process of updating technology.
 - ii. The request was not sent back to FRC, so it was unclear where the money would come from.
 - iii. TAG's plan included having the colleges integrate the technology updating process into their budgets. This needed to go through the colleges' planning processes.
- c. We cannot write in our accreditation self-evaluation that we have successfully completed a planning cycle.

iii. The PIE Committee:

1. Any resource requests for next year need to be submitted to the appropriate Vice President before the next PIE meeting on April 16.
2. Anyone with an unmet request from last year needs to submit a new request if they wish to be considered for this year.
3. As the Humanities buildings come online, rooms and areas will become available. PIE will be working on creating an equitable and transparent facilities space request process that parallels the budget process and includes the facilities committee.

- iv. The District Safety taskforce has created a proposal with 11 recommendations to improve safety, especially in terms of possible shooters on campus. Three of the top recommendations are:
 - 1. A hybrid security system with some trained and armed officers, some unarmed
 - 2. A joint partnership with local police departments and common trainings
 - 3. 24/7 security at SCC
 - v. The Building Naming task force recommended the decision about naming the Library be postponed until after the Facilities Committee has completed its task of creating a formal naming process. If you have any suggestions regarding this topic, please share them with your faculty facilities representatives: Craig Nance, Rick Adams, and Jim Granitto.
 - vi. Prof. Evett shared the data regarding the accelerated degree with the Board.
 - 1. One Board member mentioned that he was not in opposition to the Senate's position but that he was simply interested in learning more about the reasoning behind our decision.
 - 2. It was mentioned that the Board relies on the faculty to present information and data to the Board so that they can learn more about what we do.
 - 3. Finally, more than one Board member, including the board president, expressed thanks for the detailed and informative report. No one had any other information to share that supported the offering of accelerated one year degrees.
 - 4. Several members of the Board recognized and commented on the hard work and effort of the faculty.
 - vii. Faculty Hires:
 - 1. The Distance Education Coordinator Position was recently filled by the hiring of Scott James.
 - 2. The Water Utilities, Mathematics, American Sign Language (ASL), and English screening committees have been meeting and are working through their processes.
 - 3. It is still not known whether there will be funding for ASL or English.
 - viii. Presidential Hiring Committee
 - 1. The committee is comprised of:
 - a. Executive Vice Chancellor, HR & Ed. Services, Chair (non-voting—John Didion)
 - b. Three Management Employees (John Hernandez, Aracely Mora, Jose Vargas)
 - c. Three Faculty selected by Academic Senate (Corinna Evett, Joyce Wagner, Craig Rutan)
 - d. One FARSCCD representative (Barry Resnick)
 - e. One CEFA representative (Evelyn Elmore)
 - f. Two Classified selected by CSEA (Victoria Williams, Zina Edwards)
 - g. One Student selected by ASG President (Jimmy Ko)
 - h. SCC Foundation representative (Betty Cotton)
 - 2. The hiring committee has met once and, among other things, determined that there should be a site visit to the campus of each finalist and that a college forum to meet each finalist would be advantageous.
 - 3. The goal is to have the second interviews completed by June 13th and board approval for the candidate by June 16th. The new president will begin mid August.
 - ix. Many thanks to the following faculty who have agreed to participate in the district's branding process: Lana Wong, Phil Crabill, Denise Foley, Michael DeCarbo, Evangeline Matthews, Cari Cannon, Steven Deeley, and Rick Adams. This is an excellent cross section of faculty who are fully vested in the college.
 - x. After a call for interested senators, it was determined that the following faculty will be attending the ASCCC spring session titled *Academic Excellence: Strengthening Our Core* that will be held April 10-12: Joyce Wagner (funded by VPAA) and Craig Rutan, Mary Mettler, and Corinna Evett (Senate funded). These faculty will be bringing back valuable information.
- b. Vice President (Prof. DeCarbo):
 - i. Senate elections will take place after Spring Break. Please talk to any adjunct faculty that might be interested in serving on the Senate.
 - c. Secretary/Treasurer (Prof. Wagner):
 - i. There will be a budget report at the next Senate meeting.
 - ii. Don't forget to read the summary reports.
 - d. CIC Chair (Prof. Rutan):
 - i. Of the 192 courses due for quadrennial review this year, 12 have already been approved and 17 have been launched in CurricUNET. The deadline for launching these courses is June 6 and courses that do not meet this deadline run the risk of not being offered in Fall 2014. Many of the 192 courses are in the apprenticeship program.
 - ii. One consequence of the repeatability regulation changes is that a student who passes an experimental course (numbered 098 or 198) may not take another experimental course with the same department and number even if the courses covers completely different content.

1. The District cannot use other numbers for experimental courses.
 2. The Art Department was using experimental courses to fine-tune possible new course offerings before developing a formal course outline.
 3. CTE programs use experimental courses to respond quickly to industry needs.
 4. A proposed State Academic Senate resolution advocates for increasing repeatability options.
- iii. Enrollment Management (EM) Committee:
1. The committee is working on creating the SCC EM plan and has found and is reviewing nine EM plans from other colleges. The goal is to have a plan ready by the fall semester.
 2. The committee is looking at data from intersession. Student success seems to be improved in intersession, but the course cross-section in intersession is different from that in the regular semesters.
 3. The next EM committee meeting is April 15.
- iv. Accreditation:
1. The first draft of the institutional self evaluation will be sent out to the campus community at the end of this week. Acknowledgement was given to Prof. Evett, who has been compiling the drafts from the various standard committees into a document with a single voice. The current version is over 300 pages long.
 2. Standard III.D and Standard IV.B.3 deal with fiscal and planning issues.
 - a. The sections will be revised to more clearly address problems and concerns.
 - b. There are possible ramifications to highlighting problems in a self-evaluation.
 - ii. If we don't meet the eligibility requirements, we could be put on sanction. We may not be considered solvent fiscally if we repeatedly need to draw from the stabilization fund.
 - iii. The levels of sanction are warning, probation, and show cause.
 1. Probation: no new educational programs can be created at the college while on probation.
 2. Show cause: the college must file a report with the ACCJC on how the college will be closed in the case it loses accreditation.
 3. All levels result in a significant amount of work for the college.
 3. Senators were assigned various sections to read before the April 15 Senate meeting.
 - a. Make sure the standard is addressed and answered, the self evaluation is factual, and that there is evidence to support any claim.
 - b. Focus on the content; the final proofreading and polishing will happen later.
 - c. There will be a first reading at the April 15 Senate meeting and a second reading on April 29.
 - d. There will be a campus open forum to discuss the document.
 - e. Commended that consequences were clearly defined.

IV. ASG Report (Hector Soberano)

- a. The Book Run event was moved to April 26. The event will benefit the bookstore and give money to the rental and buyback program.
- b. The next ASG Town hall meeting will be on April 15 and 16, from 11:00-3: 00.
- c. The student trustee has resigned. The ASG presidents from SAC and SCC will take turns being the trustee at the remaining Board meetings.
- d. The presentation by Alex Sheen, the founder of the organization *Because I said I would*, was a great success.
- e. ASG has been collecting student signatures in an effort to have the Library open longer hours during finals week.
- f. Campaigning for ASG elections will begin the week after spring break.
- g. Students seem to feel that Intersession was a great program because it allowed them to take additional classes.
- h. There will be an ASG resolution in favor of each college having their own student trustee.
- i. The Earth day event, A Green Tomorrow, will be held on April 24, at Stringer Plaza, from 10:00-1:30.

V. Action Items

- a. **Resolution SP2014.7:** Adoption of Spring 2014 Budget Committee Governance Handbook Description—First reading
 1. Moved by Prof. DeCarbo and seconded by Prof. Deeley.
 2. The version with the strikethroughs and changes was attached.
 3. The Budget Committee had approved the changes via an email vote.
- b. **Resolution SP2014.8:** Nomination of Melinda Womack for Election as a Commissioner to the Accrediting Commission for Community and Junior Colleges (ACCJC)—First reading
 1. **A motion to waive the first reading passed without dissent** (moved by Prof. Rutan and seconded by Prof. Freidenrich).
 2. **The motion to approve resolution SP2014.8 passed without dissent** (moved by Prof. Mettler and seconded by Prof. Deaver).
- c. **Resolution SP2014.6:** Adoption of Spring 2014 Professional Development Committee Governance Handbook Description—Second reading
 1. Appreciation was expressed that the version with the strikethroughs and changes was attached.

2. **The motion to approve resolution SP2014.6 passed without dissent** (moved by Prof. DeCarbo and seconded by Prof. Nance).

VI. Discussion Items

B. Academic Senate of California Community Colleges (ASCCC) Resolutions

- a. These resolutions can be found on the ASCCC website <http://asccc.org/> and will be voted on at the Spring Plenary on April 10-12.
- b. Resolutions were added as a result of the various area meetings. They include:
 - i. 5.02: That the ASCCC endorses the concept of revising or weighting the faculty obligation number (FON) to address in an equitable way full-time hiring of faculty among colleges throughout the California Community College System and to increase the hiring of full-time faculty statewide.
 - ii. 5.01: That the ASCCC strongly oppose flexible budget options provided in the January 2014 Governor's Budget for EOPS, CalWORKs and the Basic Skills Initiative.
 - iii. 7.03: That the ASCCC work with the Chancellor's Office to establish a mechanism to ensure that template development and later template interpretation is consistent with the intent of the TMC as developed by the faculty.
 - iv. 15.01: That the ASCCC work with its intersegmental partners to allow general education exceptions in both the IGETC and CSU General Education patterns similar to IGETC for STEM in all appropriate disciplines. (This would be for high unit majors).
 - v. 1.04: That the ASCCC work to revise its bylaws at Fall Session 2014 to incorporate the requirements of the Brown Act for all Executive Committee meetings. (This is in response to the number of closed sessions at the ASCCC Executive Committee meetings).

C. ACCJC New Standard Evaluation:

1. Faculty were split into groups and asked to read and comment on the proposed new ACCJC standards. The comments were collected (see attached) and will be sent to the ACCJC.
2. Prof. Sproat submitted the Council of Chief Librarians response to the draft standards (see attached).

VII. Summary Reports Discussion (see attached)

Meeting Adjourned at 3:05 p.m.

Respectfully submitted,

Joyce Wagner SCC-AS Secretary/Treasurer

Santiago Canyon College Academic Senate

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Orange, CA 92869

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SENATORS

Business and Career Education

Deeley, Steve 2014
Salcido, Andrew 2015

Continuing Education (OEC)

Shields, Jolene 2015

Counseling & Student Services

Aguilera, Leonor 2015
Carrion, Rudy 2014
Mettler, Mary 2014

Humanities and Social Sciences

Deaver, Doug 2014
Elchlepp, Elizabeth 2015
Cannon, Cari 2015
Dela-Cusack, Lisa 2015
Shekarabi, Nooshan 2014

Fine & Performing Arts and Communication

Freidenrich, Leah 2015

Library

Sproat, Barbara 2015

Mathematics and Sciences

Cummins, Shawn 2015
Hovanitz, Eric 2014
Taylor, Mike 2015
Nance, Craig 2014
Frost, Alicia 2015

Adjunct

Matthews, Evangeline
2014
Volz, Matt 2014

OFFICERS

President

Evett, Corinna 2014

Vice President

DeCarbo, Michael 2014

Secretary/Treasurer

Wagner, Joyce 2014

Curriculum

Rutan, Craig Chair 2016

Resolution SP2014.7

Adoption of Spring 2014 Budget Committee Governance Handbook Description

Moved:

Seconded:

Whereas, Participatory governance is not a static process;

Whereas, The roles and responsibilities of committees should reflect practice and need; and

Whereas, The Budget Committee has reviewed its mission and description to ensure that it reflects current practice and need;

Resolved, That the Academic Senate of Santiago Canyon College adopt the Spring 2014 Budget Committee Governance Handbook Description.

Attachment: Spring 2014 Budget Committee Governance Handbook Description

Date Presented: 1 April 2014

Date Approved:

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing accessible, transferable, and engaging education to a diverse community. (Approved 9/10/13)

BUDGET COMMITTEE

Mission

The mission of the SCC Budget Committee is to provide fiscal analysis of college planning and advocate greater efficiency and effectiveness of budget resources. The Budget Committee facilitates communication about budgetary matters between college constituents and the District.

Responsibilities

1. Reviews requests for additional funding to determine fiscal impact.
2. Monitors long range fiscal plans to determine if college and district long-term priorities are funded.
3. Regularly reviews college revenues and expenditures and communicates concerns to constituent groups; proposes adjustments to budgets as requested.
4. Monitors the budget development process and the on-going implementation of the annual college budget.
5. Reviews requests to pursue grant funding opportunities and provides fiscal analysis.
6. Reviews the district and college budget allocation models and recommends changes if necessary.
7. Ensures the exchange of information between the Budget Committee and groups such as Associated Student Government, classified staff, the District Fiscal Resources Committee, the Planning & Institutional Effectiveness Committee, the Academic Senate, and College Council.

Co-chairs

One faculty and one administrator will serve as co-chairs.

Membership

4 Faculty (one from Continuing Education)

3 Classified members (one from Continuing Education) (*appointed by CSEA*)

4 Vice Presidents or designee (Administrative and Student Services, Academic Affairs, and Continuing Education)

1 Student

BUDGET COMMITTEE

Mission

The mission of the SCC Budget Committee is to ~~ensure a link between the college budget and~~ ~~planning. The Budget Committee makes recommendations to the College Council that~~ **provide fiscal analysis of college planning and advocates greater efficiency and effectiveness of budget resources. The Budget Committee facilitates communication about budgetary matters between college constituents and the District.**

Responsibilities

1. ~~Reviews requests for additional funding to ensure alignment with Department Planning Portfolios and Program Reviews and recommends priorities and processes for the annual budget. to determine fiscal impact.~~
2. ~~Monitors long range fiscal plans to determine if college and district long-term priorities are consistent with long term district and college planning. funded.~~
3. ~~Regularly reviews college revenues and expenditures and communicates concerns to constituent groups; and proposes adjustments to budgets as needed requested.~~
4. ~~Monitors the budget development process and the on-going implementation of the annual college budget.~~
5. ~~Reviews specific requests to pursue grant funding opportunities that fit within strategic planning goals for impact on college resources (financial, staffing, or facilities) and makes recommendations regarding the impact of these opportunities. and provides fiscal analysis.~~
6. ~~Reviews the district and college budget allocation models and recommends changes if necessary.~~
7. ~~Holds regularly scheduled meetings open to college constituents and publishes minutes that are accessible through the college website.~~
78. ~~Ensures the exchange of information between the Budget Committee and groups such as Associated Student Government, classified staff, the District Fiscal Resources Committee, the Planning & Institutional Effectiveness Committee, the Academic Senate and College Council, the Academic Senate, classified staff and BAPR..~~

Co-chairs

One faculty and one administrator will serve as co-chairs.

Membership

4 Faculty members (one from Continuing Education)

3 Classified members (one from Continuing Education) (appointed by CSEA)

4 Vice Presidents or designee (Administrative and Student Services, Academic Affairs, and Continuing Ed)

1 Student

SCC Academic Senate Responses to the new ACCJC Standards—April 1, 2014

IA & IB Mission and Assuring Academic Quality and Institutional Effectiveness

- In general, the standards expect information on programs or services that are not specifically mentioned. For example, distance education information is required in many sections, though it isn't always mentioned. This causes those responding to forget or not target that expected information.

IIA: Instructional Programs

- Possible typo in II.A.4.
- II.A.6 needs clarification. There is possibly a comma missing.

IIB: Student Support and Library and Learning Support Services

- Are communication pathways between student services and faculty formalized?
- There are a lot of good ideas, some we could improve as time goes on.

IIIA: Human Resources

- The document repeatedly mentions a "sufficient" number of various elements—faculty, staff, administration. This claim could easily be questioned. Certainly faculty and administration might disagree on these claims.
- The terminology seems to be intentionally vague. Words such as "sufficient" and "appropriate" to describe personnel seem to lack definition.
- The standard seems to cover everything it should. It is quite inclusive.

IIIB and IIIC: Physical and Technology Resources

- Does the college even have long range capital plans?
- There is no ongoing evaluation of existing facilities.
- How do we assess "feasibility and effectiveness" of facilities? Facility audits?
- SCC does not plan for technology updates.
- III.C.3 is vague. How do we "assure"? Technology audits?

- We will hopefully meet III.C.5 with our new distance education coordinator.
- A positive aspect is that we are aware that we should be conducting ongoing audits of technology and facilities.

IIID: Financial Resources

- Our financial resources aren't sufficient.
- Planning is insufficient and ad hoc.
- Financial resource information isn't dependable disseminated.
- Financial documents seem to change often.
- Don't know what the audit findings are.

IVA and IVB: Decision Making Roles and Processes & Chief Executive Officer

- IV.A.6 is a good addition requiring documentation and communication.
- IV.B.4 The last sentence "Faculty, staff, and administrative leaders of the institution also have responsibility for assuring compliance with accreditation requirements" is understood relative to the roles of other groups and is misplaced under the CEO section.

IVC: Governing Board

- Collectively the standard possesses all the criterion necessary to evaluate the governing board.

IVD: Multi-College Districts or Systems

- Who is the district CEO accountable to in order to meet these standards?
- What happens if the district CEO does not meet these standards? Who receives the consequences?
- How are these standards measured?
- Better define the district CEO accountability process, the consequences/punishment process, and the measurement criteria to evaluate these standards.
- A positive aspect is that it provides accountability and transparency from the top on down.

CCL (Council of Chief Librarians Response to Draft Standards)

The ACCJC draft Standards weaken, to the detriment of student learning, the criteria used in the 2002 Standards in regard to information competency and access to library materials and services regardless of location or means of delivery by placing the standards now in that section IIC under Standard IIB (Student Services). This eliminates the existence of library and learning support services unique significance of being comprised of instructional and student service element. It is critical to retain Library and Learning Support Services as an independent sub-section.

Moving the Library and Learning Support Section (2C) to Student Support lessens the linkage that these areas have to Instruction and enhances the "silo" that is faced by the current 2C programs. Libraries, tutorials and other learning support services have to be linked to instruction in order to be effective.

The Instruction Section (Standard 2A) had a major component, Information Competency. Standard II.A.3.b

The Revision weakens this effort to improve student learning of this vital concept. The Revision lessens the linkage between other instructional programs in the teaching of information literacy.

The current Standard 2C, as an independent subsection, allows for more focused evaluation by colleges in creating their Self Evaluation Reports as well as for teams who work with the colleges.

**Summary Report for the Senate
Faculty Development
March 25, 2014**

Actions Taken:

- Revised senate resolution
- Revised faculty survey questions

Events Planned:

1-

Week	Activity
5 (March 10 th)	Send email for repeat sessions (Done)
7 (March 24 th)	First general call for proposals (Done)
9 (April 14 th)	Second general call for proposals
11 (April 28 th)	All proposals are due and finalized Put calendar together
13 (May 12 th)	Senate approval (depends on meeting schedule)
14 (May 19 th)	Send an all faculty email with calendar

Items for Recommendation: none

Other Resources needed/acquired/allocated: none

Useful Information:

- None

Summary Report

Committee: SAC Senate

Meeting date: March 25, 2014

The following are informal highlights:

Content

1 Discussion items:

- There was discussion about allowing non-tenured faculty to serve on hiring committees
 - HR discourages that practice unless the department is small and does not have adequate tenured representation.
 - There were several instances when HR removed a non-tenured faculty member from a hiring committee.
 - It was felt that there is not written justification for HR's policy.
- The District Security Taskforce received some outside recommendations:
 - Ensure there is security for the graveyard shift at SCC.
 - Consider a single mass communication system.
 - Have a hybrid of armed and non-armed officers.

- The taskforce has not made any recommendations to the District and these items are still under discussion.
- Student Success/BSI will be a continuing agenda item.
 - An overview of the funded projects at SAC was given.
 - An ESL course for automotive students had been developed, but since it was optional, there was not enough student enrollment.
 - Money was approved for an “academic endzone” to provide academic support for students in athletics.
 - Two resolutions may be brought to the SAC Senate:
 - Santa Ana College should provide support from the general fund for the Math Center, the Learning Center, and the Freshman Experience Program. These centers and this program provide a proven means to success for Santa Ana College students.
 - Santa Ana College should prioritize offering enough math, English, and EMLS courses each semester to match student placements in these courses and to support student demand for these courses. Successful completion of these foundational courses is essential if students are to succeed in transfer level and CTE courses.
- TracDat is still in the implementation process. There is a need to align departments and determine what pieces will be part of the program review portion.

**Summary Report for the Senate
Budget Committee
March 18, 2014**

Actions Taken:

- Reviewed current expenditures

Events Planned:

Items for Recommendation:

- Revised mission and responsibilities
- Drafted a resolution for Senate to recommend revisions to mission and responsibilities.

Other Resources needed/acquired/allocated: none

Useful Information:

- Discussed the committees response accreditation standards

**Summary Report for the Senate
Planning & Institutional Effectiveness (PIE) Committee
19 March 2014**

Actions Taken:

- Modified 2014/2015 prioritization rubric
- Modified 2015/2016 prioritization rubric

Events Planned: None

Items for Recommendation: None

Other Resources needed/acquired/allocated: None

Useful Information:

- April 16th at noon: Vice Presidents submit resource requests from their area to PIE.
- The committee is engaging in a practice prioritization process to test out the rubric for the actual 2014/2015 planning process.
- If there are any unmet requests from last year's planning process that units would like considered for the current 2014/2015 planning process, the resource requests should be forwarded to the Vice Presidents per the 2014/2015 planning process.
- The PIE committee will begin discussions of a facilities space request process to be implemented in the fall.
- To view SCC planning documents, check out the Planning & Institutional Effectiveness Committee's website at <http://sccollege.edu/Departments/AcademicSenate/PIEC/Pages/default.aspx>