AGENDA
19 May 2015
1:30 pm – 3:00 p.m.
Academic Senate Room A-211

I. Welcome

II. Approval of Minutes
   A. 5 May 2015

III. Public Comments (2 minute limit per person)

IV. AS Executive Board Reports (15 minutes)
   President, Vice President, Secretary/Treasurer, CIC Chair

V. ASG Report (5 minutes)

VI. Action (30 minutes)
   First Reading
   A. Fall 2015 FLEX Calendar
   B. Resolution S2015.6: Support for the Creation of the Distance
      Education Program Committee (DEPC)
   C. Resolution S2015.7: Approval of Hiring Request Form Changes
   Second Reading
   A. Resolution S2015.5: Support for Recognition of Psi Beta as a Co-
      Curricular Program

II. Summary Reports Discussion (5 minutes total)

III. Discussion Items (20 minutes)
   A. Institutional Effectiveness Dossier: AS CIC Chair Wagner will lead
      the senate in a discussion related to whether or not DPPs, program
      reviews, assessment reports, and other institutional effectiveness
      related items should be available to the entire college community. (1-
      10 +1) (10 minutes)
   B. Syllabus: A discussion of what faculty think should be included in
      class syllabi led by AS President Evett. (5) (10 minutes)

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)
Rancho Santiago Community College District BP2410 (previously BP9001)  
(Setting Policy)  
Adopted 03/17/97

Revised March 28, 2011

The Board may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to district activities. All district employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board may be adopted, revised, added to or amended at any regular board meeting by a majority.

The RSCCD Board of Trustees believes that a major trustee role is to set policy for the District. In setting policy, the Board wants to create and work within a participatory environment with respect for students and all employee groups. For developing policies regarding the academic and professional matters numbered 1, 2, 3, 5, and 8, the Board will consult collegially with the faculty by relying primarily on the advice and judgment of the Academic Senate (per previous agreement with the Senate).*

For developing policy regarding the other five academic and professional matters, the Board will consult with the faculty through the mutual agreement process previously agreed upon. At RSCCD, the mutual agreement process is the use of the shared governance structure consisting of councils, committees, and the District Council. Further, representatives of staff and student groups are encouraged to work within the established processes to address the issues of the District.

The Board of Trustees values consensus building; however, it realizes its legal responsibility to make final decisions regarding policy.

*For the following items the Board of Trustees will rely primarily upon the advice of the Academic Senate:

1) Curriculum, including establishing prerequisites and placing courses within disciplines; 2) Degree and certificate requirements; 3) Grading policies; 5) Standard or policies regarding student preparation and success; 8) Policies for faculty professional development activities;

For the following items, the Board of Trustees will come to mutual agreement with the Academic Senate:

4) Educational program development; 6) District and college governance structures, as related to faculty roles; 7) Faculty roles and involvement in accreditation processes, including self study and annual reports; 9) Processes for program review; 10) Processes for institutional planning and budget development.

Administrative regulations are to be issued by the Chancellor as statements of method to be used in implementing Board Policy. Such administrative regulations shall be consistent with the intent of Board Policy. Administrative regulations may be revised as deemed necessary by the Chancellor. The Board reserves the right to direct revisions of the administrative procedures should they, in the Board’s judgment, be inconsistent with the Board’s own policies.

Copies of all policies and administrative procedures shall be readily available to District employees through the District website.

Reference: Education Code Section 70902; Accreditation Standard IV.B.1.b & e.
I  Welcome

II  Approval of Minutes
April 21, (Frost/Deeley) approved without dissent
April 7, (Rutan/Crabill) amendment to reflect that Evangeline Matthews personally funded her attendance at the conference was approved without dissent

III  Public Comments
None

IV  AS Executive Board Reports
A  President
1 Please attend the concert on the Lawn on May 15, from 6 p.m. to 8 p.m. celebrating the 15 year anniversary of SCC as an accredited community college.
2 On May 1st, along with other RSCCD members, AS President Evett attended the Eighteenth Annual Spring Educational Leadership Forum at CSU Long Beach where RSCCD Vice Chancellor Didion, SAC President Martinez, and SCC President Weispfenning were the star presenters providing excellent information about our district’s efforts with meeting state mandates related to Title IX.

3 Elections:
a Craig Rutan’s service as Vice President was acknowledged.
b Mary Mettler will serve as AS Vice President 2015-16
c Michael DeCarbo will serve as AS Secretary/Treasurer 2015-16

4 College council discussed budgeting processes for categorical funds. Administrators who oversee categorical funds will provide updates to College Council each fall covering the following: Available types of funding and items that can be funded will be identified. Items funded in the previous year will be described, and an outline of committed funds for the current/upcoming year will be shared. The amount of money remaining in accounts will be made public.

5 Governance committees will be asked to review committee commitment task force’s survey results to ensure for consistent findings.
6 Accreditation Task Forces have been formed and time line proposed. (Appendix 1)
7 The RSCCD Foundation is working toward a final contract with Saudi Arabia. FARSCCD continues to pursue the “cease and desist” action.
8 Chancellor Raoul Rodriguez and Enrique Perez are leaders in the International Consortium for Education and Economics (ICEED) that seeks to increase international student enrollments and are considering a relationship similar to that of the RSCCD Foundation and Saudi Arabia.

B Vice President
1 There were 20 ballots returned for the uncontested Executive Board positions. This was the first time ballots were submitted and collected electronically. The Senate should consider whether it is necessary to submit ballots during uncontested elections.
2 Division Senate elections need to take place.

C Secretary/Treasurer
1 Please attend the 15th Anniversary Celebration free concert on the lawn on May 15th at 6:00 p.m.

D CIC
1 Some departments are seeking name changes:
   a Sign Language may become American Sign Language
   b Human Development may become Child Development or Child Development and Education.
   c Geology may become part of Earth Science

V ASG Report – Vice President of Senate Peter Martin
A Student Senate for CCC met April 25 and approved many pending resolutions.
B ASG elections are being held May 4 – 6
C Open Mic May 7 at 6 p.m. in Strenger Plaza
D Stress Less week May 25 -29

VI Action
First Reading:
A Resolution S2015.3 (Cannon/Umali Kopp)  
Support for Recognition of Psi Beta as a Co-Curricular Program
Discussion
1 Co-curricular programs can be designated as such because they have associated curriculum.
2 The definition across the state seems to be an extension of the classroom activity.
3 Forensics once existed not as a club, became a club and then no longer was a club; there is no written policy stipulating that a student organization must be a club if it is an extension of the classroom.
4 Paperwork and regulations increase the difficulty of fundraising.
5 Upon much discussion many suggestions were presented and more discovery will take place prior to the next meeting.
6 Faculty voiced their frustration with having to meet the rigors of club designations.
7 Faculty cautioned that there may be legal issues (i.e. insurance, taxes) to consider.

Second Reading:
None

VII Summary Reports Discussion
1 Honors will have new guidelines for selecting a Coordinator or Co-Coordinator. Elizabeth Elchlepp agreed to serve as Co-Chair of the Honors Committee next year. Lacy Hedendberg has been hired as the new Honors Program counsellor taking over for Sharon Wright next Fall.
2 SCC and SAC budget committees are concerned about District fund transfers.
VIII Discussion Items

A Institutional Effectiveness Partnership Initiative (IEPI) Course Completion Goal Setting

1 Each college is to set goals in four areas.
2 The Senate will be concerned with setting student course completion rate goal.
   Apprenticeship enrollments are impacting course completion rates; as the enrollment in these
   programs is determined by the individual trades.
   It is necessary to set a goal for next year regarding course completion rates
   It is projected that our growth will be flat next year.
   It is also expected that future goals will need to increase upon the prior year’s goal.
   The Senate was asked to set a goal to maintain, lower or raise the current rate.

Motion to suspend to the rules (DeCarbo/Rutan) to vote upon a goal was approved without dissent
   a A goal of 72.1 was proposed (Howell/Nance), 4 in favor.
   b A goal of 72.3 was proposed (Cummins/Rutan), 2 in favor.
   c A goal of 72.2 was proposed (Dela-Cusack/Crabill), 10 in favor, 2 opposed (Nance, Cummins) 4
      voiced abstention (Shields, Matthews, Frost, Cannon)

B 2012-16 EMP Midterm Update

1 President Evett charged the senate to identify ways in which the following goal was met:
   4a Promote a college identity of high quality academic excellence, and personalized education -
      Identify signature programs that support achievement of student academic goals.
2 Upon discussion, the following represent some of what was identified:
   Review and revision of the Academic Senate/Castle Scholarship criteria
   Adopted the SLO mapping for degrees and certificates
   Review and accept SCC Mission Statement
   Participated in accreditation process
   Supported separating the Earth, Space and Physical Science department into individual departments.
   Participated in the Mindspring initiative
   Adopted the ASCCC 2009 paper “Enrollment Management Revisited”
3 Future action was identified as:
   Define Signature programs
4 The resource required would be:
   Time

C Equity & Diversity Discussion

Continued discussion of what makes up diversity and how to use this knowledge in the classroom.
   Professor Umali Kopp discussed all of the things that would be considered a part of diversity;
      including ethnicity, ability, socio-economic class, gender identity, sexual orientation, military service;
      essentially any grouping of people, particular those considered sub-cultures.
   Admissions and records has expanded the questions asked of incoming students so as to identify more
   diverse groupings and classifications.
   The Faculty were asked to consider how this information would inform our offerings and services.
   The Faculty identified international students, homeless students, continuing education students and/or
   single parents as groups that may be marginalized or impacted negatively.
   The Faculty were asked to consider how equity & diversity minded actions and activities could be
   incorporated in their classes: curriculum, lectures, assignments, etc.

IX Moved to adjourn (Deeley/Salcido)
<table>
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<tr>
<th>Time</th>
<th>Event Description</th>
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<tr>
<td>8:30-4:00 p.m.</td>
<td><strong>Individual Crisis Intervention and Peer Support (with Melissa Campitelli-Smith in E-206)</strong> Orange County Department of Education (OCDE) Crisis Response Network will be conducting a 2-day specialized training and providing participants with certification indicating full attendance (13 Contact Hours). Crisis Intervention is NOT psychotherapy; rather, it is a specialized acute emergency mental health intervention which requires specialized training. As physical first aid is to surgery, crisis intervention is to psychotherapy. Thus, crisis intervention is sometimes called “emotional first aid.” This program is designed to teach participants the fundamentals of, and a specific protocol for, individual crisis intervention. This course is designed for anyone who desires to increase their knowledge of individual (one-on-one) crisis intervention techniques in the fields of Business &amp; Industry, Crisis Intervention, Disaster Response, Education, Emergency Services, Employee Assistance, Healthcare, Homeland Security, Mental Health, Military, Spiritual Care, and Traumatic Stress. Please RSVP by email to: <a href="mailto:campitelli_melissa@sccollege.edu">campitelli_melissa@sccollege.edu</a></td>
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<td>10:00-11:00 a.m.</td>
<td><strong>Crowd-funding For Your Department, Program or Club: Getting Started with Blackbaud’s Friends-Asking-Friends (with Karen Bustamante and John Hernandez in H-117)</strong> This session for faculty and staff is an introduction to Friends-Asking-Friends, a new program offered by the Santiago Canyon College Foundation that puts the resources of the foundation AND the power of peer-to-peer crowd-funding to work for you so you can raise much-needed funds for your campus department, program or club.</td>
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<td>10:00-noon</td>
<td><strong>Blackboard Basics (with Scott James in B-208)</strong> This leisurely-paced workshop will cover the basics of using Blackboard. We will cover file uploading, creating content areas, managing Blackboard tools, emailing, user management, announcements, and more. First time Blackboard users welcome.</td>
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<td>10:30-noon</td>
<td><strong>All I Got From the On Course Convention Was...Strategies for Student Success! (with Maureen Roe in H-208)</strong> With funds from the Basic Skills Initiative, SCC was able to sponsor twenty faculty and staff members to attend the April 2015 On Course National Conference in Costa Mesa. Several of these participants--from a variety of disciplines--will share specific strategies and ideas they gained from the workshops and how they will incorporate them into their classrooms. Come join a lively discussion and walk away with practical, creative, and effective tools for promoting student-centered learning and increasing student success.</td>
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<td>10:30-3:30 (open house)</td>
<td><strong>Open House at the Academic Success Center (with Diana Babayan in D-209)</strong> Would you like to turn your syllabus into an auditory file that you can load onto your BlackBoard site? We can do that for you. Would you like to work on improving student performance on a particular chapter or learning outcome? We can help you brainstorm ideas and design a directed learning activity that suits your needs. Send your Fall 2015 syllabus to <a href="mailto:babayan_diana@sccollege.edu">babayan_diana@sccollege.edu</a> by mid-July, and we'll have a recording of it ready for you to review and edit so you can make it available to your students by your first class meeting--maybe they'll actually &quot;read&quot; your syllabus this way! Need better results for an SLO? Call us at 714-628-4830 or email Diana to set up a time to discuss ideas and develop an activity. Want your students to &quot;hear&quot; their writing? Come and explore the Kurzweil program—a proven way to help students identify some of their writing weaknesses through another person's voice. Are you a counselor? We have the SCC Education Plans as Fill-in Word documents and in Kurzweil for you to use with your classes. Let us show you how you might use the ASC for your counseling classes. Come on up and enjoy some light refreshments while you peruse and ponder the possibilities of using the ASC to increase your students’ success this year.</td>
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<td>Noon-1:30 p.m.</td>
<td><strong>Gizmos &amp; Gadgets: Engaging and Assessing Students in the Classroom with Innovative Tools and Technology (with Maureen Roe in H-208)</strong> This session will provide training for faculty and staff on how to use clickers and scratchers as effective ways to promote student involvement and assessment. Those who attend will get to experience what a class session is like when these tools are used--active, focused, informative, and fun.</td>
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### Monday, August 17, 2015

#### 1:00-2:00 p.m.
**Become a pro with Adobe Acrobat Pro (with Philip Tran and Amanda Carpenter in B-104)**
SCC has a campus license for Adobe Acrobat. This workshop is intended for faculty and staff who wish to create functional forms that are fillable. This workshop will focus on universal design. Participants will learn to create documents from scratch in Word and finalize them in Acrobat.

#### 1:00-2:00 p.m.
**All Things Emergency! (with Alistair Winter in H-122)**
Learn about the campus threat assessment process and how to effectively respond to other emergency situations, such as an active shooter on campus. An active shooter is one situation where your behavior and the actions you take can have an impact on your survival. This training for faculty, staff, and administrators will include an overview of the emergency procedures for our campus.

#### 2:30-3:30 p.m.
**Using Competition and Guest Judges to Enhance Group Work for Online and face-to-face (FTF) classes (with Melody Vaught in H-124)**
Can you think of a job that doesn't require workers to collaborate or work in a team or group? Yet, college students abhor group work because: One or two group members do not participate; one or two group members do all of the work; it is unfair that grades are based on the group project outcome. Learn how to incorporate competition and guest judges to enhance group work for online and face-to-face classes. Presentation followed by brainstorming session on how to use these tools in other discipline courses.

#### 3:30-5:00 p.m.
**Effective Practices in Online Teaching (with Lynda Armbruster, Marketing; and Scott James, Distance Education in the H Outside Classroom Area)**
Come join us in creating a community of online professors who thoughtfully share effective design principles, model effective practices, talk about rules and regulations, exchange ideas, and share tips and tricks about designing an effective online class. Professors who do not teach online but are interested in learning more about online classes are welcome. Bring your tips, tricks, successes and failures, questions, or just a willingness to help evolve the conversation. Light refreshments will be provided.

### Tuesday, August 18, 2015

#### 8:30-3:00 p.m.
**Building an Equity Core at SCC (with Dr. Veronica Neal, organized by Diana Babayan in E-203)**
Student equity. Cultural humility. The achievement gap. Join us for a one-day institute to explore how SCC can develop an ethos of equity—an equity mindset—across its instructional programs and services. By learning how we can infuse equity throughout the SCC campus culture, we can more readily identify and dismantle obstacles which have negatively affected specific student groups, in particular those identified in SCC’s Student Equity Plan. This workshop will facilitate faculty and staff to explore the notion of cultural humility as a path to equity and prepare them with tools to encourage campus engagement and courageous conversation. Our guide for this institute is Dr. Veronica Neal, Director of the Office of Student Equity, Social Justice and Multicultural Education at De Anza College. Her areas of content expertise span leadership development, equity and inclusion in the workplace, strategic change management, human resources management and coaching. She brings over two decades of scholarship, personal experience and professional training to her equity consulting and has received rave reviews for her passion, commitment, and ability to guide organizational change and personnel development. Dr. Neal works full time as the Director of the Office of Equity, Social Justice, and Multicultural Education at De Anza College. She also is a core faculty member in the Project Management Certificate program at SFSU, teaching communications and human resources management. The number of participants is limited, so register early. A light breakfast and lunch are included. Please RSVP to Joseph Alonzo at alonzo_joseph@sccollege.edu.

#### 8:30-4:00
**Individual Crisis Intervention and Peer Support (with Melissa Campitelli-Smith in E-206)**
Orange County Department of Education (OCDE) Crisis Response Network will be conducting a 2-day specialized training and providing participants with certification indicating full attendance (13 Contact Hours). Crisis Intervention is NOT psychotherapy; rather, it is a specialized acute emergency mental health intervention which requires specialized training. As physical first aid is to surgery, crisis intervention is to psychotherapy. Thus, crisis intervention is sometimes called “emotional first aid.” This program is designed to teach participants the fundamentals of, and a specific protocol for, individual crisis intervention. This course is designed for anyone who desires to increase their knowledge of individual (one-on-one) crisis intervention techniques in the fields of Business & Industry, Crisis Intervention, Disaster Response, Education, Emergency Services, Employee Assistance, Healthcare, Homeland Security, Mental Health, Military, Spiritual Care, and Traumatic Stress. RSVP is required to campitelli_melissa@sccollege.edu
3:30-5:00 p.m. **Title V Grant Writing (with Marilyn Flores and Sarah Santoyo in H-117)** This is an open invitation to all faculty and staff to learn about the scope of writing a successful and excellent Title V grant proposal. As a follow up to our grant brainstorming session held in spring 2015, we would like to present these ideas to those who are interested in making additional contributions and assisting with planning and writing the grant through the assistance of an expert from the district office. This is an opportunity for SCC to shape a grant that meets our multiple needs. Come learn about his process, the scope of the work and consider joining our grant writing team!

3:30-5:00 p.m. **Curriculum Workshop – New Curriculum Standards (with Joyce Wagner and Tiffany Garbis in H-122)** The Curriculum and Instruction Council is working to improve the quality of SCC’s curriculum. If you are submitting curriculum for approval and want to make sure that it meets our new standards, please attend this informative workshop.

6:00-9:00 p.m. **Business and Career Technical Division Meeting for all full-time and part-time Faculty members (in Room E-206).** Includes breakout sessions by program.

7:00-9:00 p.m. **Adjunct Counseling and Education Instructors Meeting (in Room E-107)**

6:00-9:00 p.m. **Division and Department Meetings for Adjunct Faculty: Mathematics and Sciences Division (in Room SC-105)** Department meetings and locations will be announced at the Division meeting.

**Wednesday, August 19, 2015**

9:00-noon **SCC Academic Senate Retreat (in E-203)** Retreat for all current senators and interested Faculty.

10:30-3:30 p.m. **Open House at the Academic Success Center (with Diana Babayan in D-209)** Would you like to turn your syllabus into an auditory file that you can load onto your Blackboard site? We can do that for you. Would you like to work on improving student performance on a particular chapter or learning outcome? We can help you brainstorm ideas and design a directed learning activity that suits your needs. Send your Fall 2015 syllabus to babayan_diana@sccollege.edu by mid-July, and we’ll have a recording of it ready for you to review and edit so you can make it available to your students by your first class meeting--maybe they’ll actually "read" your syllabus this way! Need better results for an SLO? Call us at 714-628-4830 or email Diana to set up a time to discuss ideas and develop an activity. Want your students to "hear" their writing? Come and explore the Kurzweil program--a proven way to help students identify some of their writing weaknesses through another person's voice. Are you a counselor? We have the SCC Education Plans as Fill-in Word documents and in Kurzweil for you to use with your classes. Let us show you how you might use the ASC for your counseling classes. Come on up and enjoy some light refreshments while you peruse and ponder the possibilities of using the ASC to increase your students' success this year.

12:15-1:15 p.m. **All-Faculty Potluck (in E-203)** Spend your lunchtime with fellow faculty members! Bring a favorite dish to share with others.

1:30-2:30 p.m. **Faculty Forum (with Mary Mettler in E-203)** Informal gathering to discuss issues of faculty concern. If any faculty member has a topic of discussion, please email mettler_mary@sccollege.edu. An agenda will be sent to all faculty members prior to this event.

2:30-4:00 p.m. **Abuse of Power in the Teaching Profession (with Leah Freidenrich and Jim Isbell in H-118)** Using clips from the Oscar nominated film "Whiplash" in combination with references to the book *Power in the Helping Professions*, we will embark on a conversation about the darker aspects of teaching and the powerful personal influence of teachers on their students. We will discuss teachers who have influenced us for the better and those we would rather forget. We will acknowledge and reflect upon our personal teaching philosophy and the ongoing and heartfelt imprint of our words and actions upon our students.

2:30-4:00 p.m. **An In-Depth Look at College Algebra Here at SCC (with Alison Williams in U-80)** We will examine our most current SLO assessments for this course as well as discuss recent action plans from the previous SLO assessment. We will revisit faculty suggestions for the class and discuss actionable items regarding these suggestions. We will have an open discussion about strategies that have worked in our own classroom and strategies that have been
proven effective in the classroom. In addition, I will discuss my current venture into the online homework component for the class including pros, cons, and implementation.

2:30-4:00 p.m.  **Prezi Presentations (with Cindy Swift in B-104)** As faculty and staff, you may have the need to do presentations in class or at meetings. Prezi is a web-based presentation tool that uses smooth motion and graphic design templates to create visually appealing presentations. In this workshop, we will cover some basic presentation tips, and how to make and deploy a Prezi Presentation. All attendees must create a Prezi account. Anyone with an .edu email address can create a free educators account. Check out Prezi at [www.prezi.com](http://www.prezi.com) for more info.

2:30-4:30 p.m.  **Advanced Blackboard (with Scott James in B-208)** This workshop will be a fast-paced workshop covering topics like testing, the grade center, configuration/utilities, tips and tricks, and more. Feel free to stop in to this workshop based on the topic you’re interested in. Hour 1: testing, assignments, and grade center configuration. Hour 2: Learning Modules, embedding video, Blogs/Wikis/Journals, and advanced configuration/utilities. Hour 3: Using Cloud docs for attendance and general Q&A.

3:00-4:00 p.m.  **Following-up with Accreditation (with Corinna Evett and Aracely Mora in H-119)** Please join Accreditation Task Force Co-chairs Corinna Evett and Aracely Mora for an update on the progress being made toward addressing the ACCJC recommendations for the 2016 Follow-up Report. Attendees will have the opportunity to share their thoughts, ideas, and suggestions related to the work that the task force has done thus far.

3:00-4:00 p.m.  **Case Studies in Transfer (with Robert Waldren, Amanda Campbell, and Miguel Luna in E-304)** Join SCC’s Transfer Success Center staff to discuss best practices in transfer student support. We will discuss important concepts that students should consider in their transfer planning, explore trends in transfer admissions, and present case studies showing what does and doesn’t work from the university admissions perspective. All faculty, staff, administrators are invited to participate.

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**Thursday, August 20, 2015 (Common Day)**

8:00-3:30 p.m.  **Department Meetings**
ACE, 10:00 a.m.-noon, Room D-208
Anthropology, Psychology & Sociology, 9:00-11:00 a.m., Room H-322
Astronomy, 10:00 a.m.-12:00 p.m., Room SC-119
Biology/Life Science, Time TBD, Room SC-132
Business, 10:00 a.m.-12:00 p.m., Room B-103
Chemistry, 10:00 a.m.-12:00 p.m., Room SC-211
Communication, 10 a.m.-12:00 p.m., Room D-129
Counseling, 9:00 a.m.-1:00 p.m., Room E-107
DSPS, Time & Room TBD
Economics and Geography, 1:30-3:30, H-228
Geology, Time TBD, Room SC-211
History, 10:00-11:00, Room H-315
Kinesiology, 9:00 a.m., Room G-206-10
Library & Information Studies, 8:30-2:00, Room L-108
Modern Languages, noon-2:00 p.m., Room H-318
Philosophy, 9:00 a.m.-noon, Room H-215
Physics, Physical Science and Engineering, Time & Room TBD
Political Science, 10:00-noon, Room H-316

12:00-1:00 p.m.  **Scholarship Committee Process Meeting (with Andrea Garcia and Syed Rizvi in E-107)** This meeting will be a follow-up about the scholarship process and is intended for all members of the Scholarship Committee. We will talk about timelines and changes that were made to the scholarship program. Lunch will be served to all the attendees. This meeting is for scholarship committee members only.

12:00-1:00 p.m.  **Faculty Committee Co-chair Luncheon and Discussion (with Corinna Evett in A-211)** All current faculty Committee Co-chairs are invited to join the Academic Senate President and Senate Executive Board for lunch (provided) and a discussion regarding Committee Co-chair responsibilities and academic senate/committee
connections. Please RSVP by email to Academic Senate President Evett (evett_corinna@sccollege.edu) by August 13th.

1:00-2:30 p.m.  **Student Discipline: How to Manage Difficult Students (with Loretta Jordan in E-304)** This workshop will review the Student Code of Conduct and how best to address and manage students whose behavior is inappropriate. The discipline process will be discussed, as well as faculty and Staff rights regarding student conduct and student removal.

2:00-3:30 p.m.  **Let’s Talk Acceleration . . . What Is It? (with Maureen Roe and Marilyn Flores in H-208)** Come hear from a team of Staff and faculty who attended the 2015 Conference on Acceleration in Developmental Education. Presenters will share their thoughts and insights on methods that mainstream students earlier in order to raise student success and lower attrition rates. Learn what acceleration is, what it looks like and the possibilities of accelerated courses at SCC.

3:30-4:00 p.m.  **Arts, Humanities, and Social Sciences Division Department Chair Meeting (in Room H-206) and Mathematics and Sciences Division Department Chair Meeting (in Room SC-105)**

4:00-5:30 p.m.  **Arts, Humanities, and Social Sciences Division Meeting for Full time and Adjunct Faculty Members (in Room H-106)**

5:30-7:00 p.m.  **Division and Department Meetings for Adjunct Faculty: Arts, Humanities, & Social Sciences Division** Department meetings and locations will be announced at the Division meeting.

6:00-7:00 p.m.  **Mathematics & Sciences Division Meeting for Full time and Adjunct Faculty Members (in Room SC-105)**

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**Friday, August 21, 2015 (Common Day)**

8:30-10:00 a.m.  **English Department Meeting: Room H-206**

9:30-10:15 a.m.  **Improving Research Assignments with Library Workshops (Presented by SCC Librarians in L-219)** An overview of library workshops and how instructors can assign them to improve research quality. Hot beverages, pastries, and fruit provided. Please RSVP by Tuesday, August 18th.

10:30 a.m.-noon  **SCC Faculty and Staff Convocation (in Room H-106 with President John Weispfenning)**

1:00-2:00 p.m.  **Coordinated Studies and Learning Community Institute: Follow-up Planning Meeting (with Marilyn Flores in H-208)** This is a follow up planning session for those who attended the Coordinated Studies and Learning Community Institute in May 2015 with Greg Hinckley or Emily Lardner. Please join us to have an open discussion for possible next steps to our voyage.
Resolution S2015.6

Support for the Creation of the Distance Education Program Committee (DEPC)

Moved:

Seconded:

Whereas, The Distance Education Program removes a fundamental access-to education barrier, providing increased access to Santiago Canyon College students and the community;

Whereas, The Distance Education Program regularly offers ten percent of Santiago Canyon College’s offerings;

Whereas, The Distance Education Program Committee will serve to direct and regulate the Santiago Canyon College Distance Education Program by giving guidance relative to effective practices, instructional design, laws and regulations, and curriculum in addition to raising awareness of academic excellence in online course offerings; and

Whereas, The Distance Education Program should remain a faculty run academic program;

Resolved, That the Academic Senate of Santiago Canyon College supports the creation of the Distance Education Program Committee as a formal Academic Senate committee; and

Resolved, That the Academic Senate of Santiago Canyon College supports the adoption of the attached committee description for the newly formed Distance Education Program Committee.

Date Presented: 19 May 2015

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)
Distance Education Program Committee (DEPC)

Mission
The mission of the Santiago Canyon College Distance Education Program Committee (DEPC) is to steer the Distance Education Program and work with the Distance Education Coordinator to establish standards, procedures, and policies that contribute to the quality and growth of the program.

Responsibilities
- Assist the Coordinator in reviewing, creating, and revising distance education standards, procedures, and policies.
- Assist the Coordinator in reviewing and setting program goals/objectives
- Assist the Coordinator in promoting and publicizing the Distance Education Program
- Evaluate evolving trends in distance education and construct recommendations for integrating effective practices into standards, policies, and/or procedures.
- Review and make recommendations for program pathways (degrees, certificates, course offerings) as compiled by academic divisions
- Review, make recommendations, and approve Distance Education Addendums before submission to the Curriculum and Instruction Council for approval
- Review and revise expected learning outcomes for the online teaching certificate program
- Assist with Distance Education website content and design
- Create and maintain an online teaching community

Chair
The Distance Education Coordinator and the Dean of Distance Education will serve as co-chairs.

Membership
DEPC Members will be selected to adequately represent the faculty at large. Members will have one live or online synchronous meeting per semester and asynchronous conversations/meetings throughout the year.

Membership will include the following members:
- Distance Education Program Coordinator (Co-Chair)
- Distance Education Dean (Co-Chair)
- 1 Faculty member from each Division (5)
- 1 At-large Faculty member
- 1 Classified
- 1 Student representative
Resolution S2015.7

Approval of Hiring Request Form Change

Moved: Professor DeCarbo

Seconded:

Whereas, Consistency in data reporting is vital to ensure parity;

Whereas, A new method of data collecting for hiring requests met with success in fall 2014; and

Whereas, The data for the LHE and Course Data Request section of the Faculty Hiring Request packet is difficult to locate and tabulate and is often inconsistently reported;

Resolved, That the Academic Senate of Santiago Canyon College removes the LHE and Course Data Request section from the Faculty Hiring Request packet; and

Resolved, That the Academic Senate of Santiago Canyon College Vice President works with the administration to supply LHE and course specific data for requests that are made by stated deadlines.

Date Presented: 19 May 2015

Date Approved:

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Resolution S2015.5

Support for the Recognition of Psi Beta as a Co-Curricular Program

Moved: Professor Cannon

Seconded: Professor Umali Kopp

Whereas, Psi Beta is an academic and professional organization with a mission that is singularly aligned with the mission and vision of the Psychology Program at Santiago Canyon College (SCC);

Whereas, Psi Beta exists as an extension of the Psychology Program and is included in the Psychology Department Planning Portfolio, the Psychology Program Review, and as a recognized organization in the SCC catalog;

Whereas, Psi Beta is not open to all students as it is only open to SCC students who meet the rigorous academic and personal requirements as specified on the SCC Psi Beta website;

Whereas, The Psi Beta at SCC chapter has been officially inducted into the larger national organization whose mission is the academic and professional development of psychology students and, therefore, can only be run by an advisor with an advanced Psychology degree;

Whereas, Psi Beta has always followed the Rancho Santiago Community College District code of conduct; filled out all appropriate field trip forms; and kept its by-laws, membership requirements and benefits, and application readily available on the SCC Psi Beta website; and

Whereas, for the past 10 years, Psi Beta has raised its own funds and not received any monies from the Associated Student Government or Inter-Club Council;

Resolved, That the Academic Senate of Santiago Canyon College support the recognition of Psi Beta as an academic extra-curricular program under the oversight of the Office of Academic Affairs at SCC.

Date Presented: 5 May 2015

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)
III Public Comments
1 May 15 Common Assessment information seminar will be held in Irvine.
2 Thanks were extended for the successful Sustainapalooza.

V Topics
A SSSP Exemption Process
1 The Faculty is searching for a way for students seeking to take one class to not be held accountable to the SSSP March 12, 2016 from 10 to 3
2 Counseling Faculty said that students can seek a waiver to the requirements.
3 Some faculty do not think a student seeking one class must be required to come in for a waiver.
4 Counseling Faculty said that the SSSP is a statewide initiative and that students would be required to do so at any college in the State.
5 Some faculty are frustrated with the new requirements and do not think they should be applied to all students, specifically CTE.
6 A task force was proposed to further investigate the issue and present recommendations to the senate.
B Online Professional Development Management Demonstration
1 CE has developed an online FLEX attendance data collection.
2 FLEX obligations, classes taken and remaining balances are recorded/available.
3 FLEX presenters can take attendance.
4 FLEX schedules are available with descriptors.
5 It is also possible to enter outside workshops and conferences.
6 Surveys will soon be available

VI Action Items
A Resolution on Planning the New STEM building – Second reading
1 Faculty presented a resolution claiming that the current STEM building plan is inadequate for future needs and requested that the Senate assist the division in redesigning the current plan.
2 Some Faculty expressed that perhaps the planning is not so far advanced as purported.
3 Other Faculty responded that they have been asked to sign-off on plans.
4 The Senate agrees that Chairs should not have to sign-off on any plans at this point.
5 Some Faculty are concerned that a resolution at this point may carry too much weight.
B New Program Review – Second Reading
1 Department program review is now available in a document with fields that can be filled in.
2 The information can be extracted into other programs to facilitate needs requests and reports.
3 The Faculty asked to add something like: “Please list an areas with a disproportionate impact.”
C CIC Recommendation
1 The Council has asked the RSCCD Chancellor to seek legal counsel regarding the CTE courses and unit requirements.
2 The State is concerned with the varying size of the FireTech curriculum (.3 to 15 units) and the possibility of assessing the objective and SLOs.
3 The Senate directed President Zarske to ask Chancellor Rodriguez to determine if the CORs meet legal requirements and contact ASCCC.
4 The Senate voted unanimously to support the CIC resolution.

VII Reports
A President
1 The Senate is putting together a group to prepare for the Bachelor’s degree.
B Secretary/Treasurer
1 Senate Elections must take place.
C Curriculum
1 Two substantive changes reports to the state were approved.
D Facilities
1 Meeting Friday May 15, 9 to 11 regarding the STEM building.
E TAC
1 Student equity forums forth coming.
F Student Success/BSI/Faculty Development
1 May 14, 2015 resources fair at SAC.
2 Please send in topics for FLEX presentations.
I TLC
1 ILO reports were reviewed and aggregate report prepared
K SCC
1 Institutional Effectiveness Partnership Initiative course completion goal setting