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

I. Welcome

II. Approval of Minutes
   A. 19 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 (20 minutes)
   First Reading
   A. None

   Second Reading
   B. Fall 2015 FLEX Calendar
   C. Resolution S2015.6: Support for the Creation of the Distance
      Education Program Committee (DEPC)
   D. Resolution S2015.7: Approval of Hiring Request Form Changes

VII. Summary Reports Discussion (5 minutes total)

VIII. Discussion Items (30 minutes)
   A. AB 86 Update: Interim Dean, Instruction and Student Services Mary
      Walker will provide information about RSCCD involvement in AB 86.
      (1-10 +1) (10 minute presentation with 5 minute discussion)
   B. SSSP Update: Dean, Counseling and Support Services Ruth Babeshoff
      will provide an update on current and future efforts related to the SCC
      Student Success and Support Program Plan. (1-10 +1) (10 minute
      presentation with 5 minute discussion)

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.
SCC Academic Senate Minutes – DRAFT
Senate Business Meeting May 19, 2015

Senators Present
Leonor Aguilera
Cari Cannon
Phillip Crabill
Shawn Cummins
Steve Deeley
Lisa Dela-Cusack
Leah Freidenrich
Alicia Frost
Scott Howell
Evangelina Matthews
Mary Mettler
Craig Nance
Andrew Salecido
Mike Taylor

Absent
Elizabeth Elchlepp
Melinda Womack

I  Welcome

II  Approval of Minutes
May 5, 2014 (Cannon/Deeley) approved without dissent August

III  Public Comments
1 Student Equity Director Joseph Alonzo invited all Faculty to attend the Tuesday August 18, 8:30 to 3:00 Equity Institute in room E-203.

IV  AS Executive Board Reports
A President
1 Thanks to all that helped with the Concert on the Lawn that was canceled due to weather. There may be another concert scheduled in the summer and/or fall.
2 Upcoming Events:
   May 21, at 4:30 Student Scholarship Ceremony will be held in Strenger Plaza
   May 21, immediately following the Scholarship Ceremony is the Student Art Show.
   May 28, at 1:00 p.m. Employee Recognition Day in D-121.
3 Chairs of committees please set time aside for the committee evaluation survey that will be part of the accreditation follow up report.
4 The Learning Management Services survey will be closed May 19; please take time to provide your valuable input.
5 If the current budget is approved at the State, SCC will no longer be in deficit and may seek to prepare a reserve.
The prioritized list will be used if any additional monies are spent.
All departments are encouraged to apply for supplies and equipments as funds may be available per next year’s planning process.
6 There may be underutilized rooms in the H building that may free up rooms for the B building to provide for more student space.
7 Regarding OEC, there is not local discussion about relocation of the portables.
As of now, OEC construction investigation has been found to be up to code.
SCC Academic Senate Minutes – DRAFT
Senate Business Meeting May 19, 2015

8 The RSCCD Foundation Board is considering the inclusion of a faculty member from each college on the board.
The Chancellor says that the Saudi contract has yet to be signed.
9 Due to damage done on newly painted walls by unapproved postings, the Faculty were reminded that postings must be approved (appendix 1)

B Vice President
1 Senator election results:
   Continuing Education: Eden Quimzon
   Counseling: Lenore Aguilera and Nena Baldizon-Rios will replace Mary Mettler
   AHSS: Cari Cannon, Stephen Reed, and Lisa Dela-Cusack
   SM: Alicia Frost, Mike Taylor, Denise Bailey and Shawn Cummins will replace Craig Nance.
2 The LAO report on the May revise has been released.

C Secretary/Treasurer
1 No report

D CIC
1 Calendar for the Board of Trustees will go from three times a year to once a month
2 Computer Science Transfer degree has been sent to the RSCCD board for approval.
3 Upcoming transfer degrees include: Nutrition, Education, Biology and Chemistry.
4 Accreditation follow up report asked to strengthen SLO follow up assessment
   Some things will come down the pipeline via program assessment.
   Surveys will be sent out to students seeking Liberal Arts degrees.
   Department chairs may receive a form from ILEA asking to map course SLO to the Liberal Arts SLO.
   Only seeking the top 20 courses in the degree
   There is a study to see if SLO success is tied to grades.
5 Accreditation demands that we must assess student service’s SLOs, a survey will be used.
6 Chancellor’s Office did not approve SCC changes to Liberal Arts Degree; revisions will ensue.

V ASG Report – Vice President of Senate Peter Martin
A Kevin Pham has been elected to serve as the 2015-16 ASG President.
B Upcoming events:
   1 Open Mic May 20 at 6 p.m. in Strenger Plaza
   2 Stress Less week May 25 -29
   3 Dodge Ball May 22
   4 Paws for Stress May 27
   5 The ASG Banquet May 29, 2014

VI Action
First Reading:
A Fall 2015 FLEX Calendar (Womack/Freidenrich)

B Resolution S2015.6 (Wagner/Howell)
   Support for the Creation of the Distance Education Program Committee
Discussion
   1 This would operate similar to the Honors Program as each department is responsible for their respective curriculum but needs to be organized globally.
   2 There was much discussion about the need for a Dean of Distance Education and the power of said dean.
   3 It was noted that the Dean of Distance Education does not yet exist and should not be considered as part of the program until it does indeed do, so the VP academic Affairs will be replaced.
4 In response to the question of whether there is a flaw in the current method of approach that necessitates this added layer of bureaucracy, the answer is tied to accreditation; it synthesizes and unites current practice. The accreditation recommendation is to fully integrate Distance Education into the governance process of the college; this would do so.

B Resolution S2015.7 (DeCarbo/Deeley)
Approval of Hiring Request Form Changes
Discussion
1 This resolution will make this last year’s successful pilot an ongoing process.

Second Reading:
A Resolution S2015.5 (Cannon/Umali Kopp)
Support for Recognition of Psi Beta as a Co-Curricular Program
Discussion
None
The Resolution is approved without dissent

VII Summary Reports Discussion

VIII Discussion Items
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 Professor Wagner walked the Senate through the accreditation dossier that may be made public.
2 Assessment reports must be made public so that students have the opportunity to compare.
3 Faculty posited that DDPs and program reviews are made publicly so that there should be no harm in making them public.
4 Faculty saw that making needs public allowed for a larger, more cohesive conversation.
5 Faculty said that there may not be a need for the specificity of DDPs to be made public but were in favor of program reviews.
6 Faculty said making some of the information public may lessen competitive edge.
7 Faculty were concerned that access to too much information may allow for some in the public to take information out of context.
A straw poll indicated that the Senate would prefer that SLO and Program Reviews be available to the Public and SLO reports and DDP’s only be available locally.

B Syllabus
A discussion of what Faculty think should be included in class syllabi.
1 President Evett reminded the Faculty of what MUST be included in the syllabus. (Appendix 2)
2 Faculty did not think it entirely necessary for Title IX warnings to be included on syllabi but worked on the construction of a standard statement to be included.
3 Faculty learned that while the policy and link to the video is electronically distributed to students that may not be enough for the message to be remembered.
4 Faculty are concerned that an overly inclusive statement is unnecessarily restrictive.
5 Faculty said there are many services at the college, why cherry pick some and not others.
6 Faculty said if this much attention is given to the notice, it may be used maliciously by some students.
7 ASG representative Peter said an email and one refresher in the classroom would be enough.
8 As the video is shown at student orientations, Faculty think one showing is enough.
Faculty suggested that the statement should be in the catalog and/or schedule not on all syllabi.

A straw poll of the Senate lead to the following suggestion:

Title IX Responsibilities: Santiago Canyon College (SCC) faculty are committed to supporting our students and upholding gender equity laws as outlined by Title IX. Therefore, if a student chooses to confide in a member of SCC’s faculty regarding an issue of sexual misconduct, that faculty member is obligated to tell SCC’s Title IX Coordinator. If a student does not wish to formally report an incident to a faculty member but wishes to speak to someone confidentially about an unwelcome sexual encounter, the student can speak to the College Psychologist who is not legally bound to report the conversation. The College Psychologist is located in the Student Health & Wellness Center in T-102 or call (714) 628-4773.

IX Moved to adjourn (Taylor/Womack)
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<th>Time</th>
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<tr>
<td>8:30-4:00 p.m.</td>
<td>Individual Crisis Intervention and Peer Support (with Melissa Campitelli-Smith in E-206)</td>
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<td>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 &quot;emotional first aid.&quot; 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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<tr>
<td>10:00-11:00 a.m.</td>
<td>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)</td>
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<td>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>Blackboard Basics (with Scott James in B-208)</td>
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<td>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>All I Got From the On Course Convention Was...Strategies for Student Success! (with Maureen Roe in H-208)</td>
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<td>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>Open House at the Academic Success Center (with Diana Babayan in D-209)</td>
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<td>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>12:00-1:30 p.m.</td>
<td>Curriculum Workshop – New Curriculum Standards (with Joyce Wagner and Tiffany Garbis in H-122)</td>
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<td>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.</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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<td>1:00-2:00 p.m.</td>
<td><strong>Become a pro with Adobe Acrobat Pro (with Philip Tran and Amanda Carpenter in B-104)</strong> 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.</td>
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<td>1:00-2:00 p.m.</td>
<td><strong>All Things Emergency! (with Alistair Winter in H-122)</strong> 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.</td>
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<td>2:30-3:30 p.m.</td>
<td><strong>Using Competition and Guest Judges to Enhance Group Work for Online and face-to-face (FTF) classes (with Melody Vaught in H-124)</strong> 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. Presentations followed by brainstorming session on how to use these tools in other discipline courses.</td>
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<td>3:30-5:00 p.m.</td>
<td><strong>Effective Practices in Online Teaching (with Lynda Armbruster, Marketing; and Scott James, Distance Education in the H Outside Classroom Area)</strong> 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.</td>
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<td>8:30-3:00 p.m.</td>
<td><strong>Building an Equity Core at SCC (with Dr. Veronica Neal, organized by Diana Babayan in E-203)</strong> 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 <a href="mailto:alonzo_joseph@sccollege.edu">alonzo_joseph@sccollege.edu</a>.</td>
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### 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!

### 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)

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**Wednesday, August 19, 2015**

<p>| 9:00-noon | <strong>SCC Academic Senate Retreat</strong> (in E-203) Retreat for all current senators and interested Faculty. |
| 10:30-3:30 p.m. (open house) | <strong>Open House at the Academic Success Center</strong> (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 <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. |
| 12:15-1:15 p.m. | <strong>All-Faculty Potluck</strong> (in E-203) Spend your lunchtime with fellow faculty members! Bring a favorite dish to share with others |
| 1:30-2:30 p.m. | <strong>Faculty Forum</strong> (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 <a href="mailto:mettler_mary@sccollege.edu">mettler_mary@sccollege.edu</a>. An agenda will be sent to all faculty members prior to this event. |
| 2:30-4:00 p.m. | <strong>Abuse of Power in the Teaching Profession</strong> (with Leah Freidenrich and Jim Isbell in H-118) Using clips from the Oscar nominated film &quot;Whiplash&quot; 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. |</p>
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<th>2:30-4:00 p.m.</th>
<th><strong>An In-Depth Look at College Algebra Here at SCC (with Alison Williams in U-80)</strong> 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.</th>
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<td>2:30-4:00 pm.</td>
<td><strong>Prezi Presentations (with Cindy Swift in B-104)</strong> As faculty and staff, you may have the need 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 <a href="http://www.prezi.com">www.prezi.com</a> for more info.</td>
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<td>2:30-4:30 p.m.</td>
<td><strong>Advanced Blackboard (with Scott James in B-208)</strong> 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&amp;A.</td>
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<td>3:00-4:00 p.m.</td>
<td><strong>Following-up with Accreditation (with Corinna Evett and Aracely Mora in H-119)</strong> 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.</td>
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<td>3:00-4:00 p.m.</td>
<td><strong>Case Studies in Transfer (with Robert Waldren, Amanda Campbell, and Miguel Luna in E-304)</strong> 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.</td>
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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 |
<p>| 12:00-1:00 p.m. | <strong>Scholarship Committee Process Meeting (with Andrea Garcia and Syed Rizvi in E-107)</strong> 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. |</p>
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<td>12:00-1:00 p.m.</td>
<td><strong>Faculty Committee Co-chair Luncheon and Discussion (with Corinna Evett in A-211)</strong></td>
<td>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 (<a href="mailto:evett_corinna@sccollege.edu">evett_corinna@sccollege.edu</a>) by August 13th.</td>
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<tr>
<td>1:00-2:30 p.m.</td>
<td><strong>Student Discipline: How to Manage Difficult Students (with Loretta Jordan in E-304)</strong></td>
<td>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.</td>
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<td>2:00-3:30 p.m.</td>
<td><strong>Let’s Talk Acceleration . . . What Is It? (with Maureen Roe and Marilyn Flores in H-208)</strong></td>
<td>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.</td>
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<td>3:30-4:00 p.m.</td>
<td><strong>Arts, Humanities, and Social Sciences Division Department Chair Meeting (in Room H-206)</strong></td>
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<tr>
<td>3:30-4:30 p.m.</td>
<td><strong>Mathematics and Sciences Division Department Chair Meeting (in SC-105)</strong></td>
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<td>4:00-5:30 p.m.</td>
<td><strong>Arts, Humanities, and Social Sciences Division Meeting for Full time and Adjunct Faculty Members (in Room H-106)</strong></td>
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<td>5:30-7:00 p.m.</td>
<td><strong>Division and Department Meetings for Adjunct Faculty: Arts, Humanities, &amp; Social Sciences Division</strong></td>
<td>Department meetings and locations will be announced at the Division meeting.</td>
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<tr>
<td>6:00-7:00 p.m.</td>
<td><strong>Mathematics and Sciences Division Meeting for Full time and Adjunct Faculty Members (in Room SC-105)</strong></td>
<td>Department meetings and locations will be announced at the Division meeting.</td>
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**Friday, August 21, 2015 (Common Day)**

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<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Details</th>
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<tr>
<td>8:30-10:00 a.m.</td>
<td><strong>English Department Meeting: Room H-206</strong></td>
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<td>9:30-10:15 a.m.</td>
<td><strong>Improving Research Assignments with Library Workshops (Presented by SCC Librarians in L-219)</strong></td>
<td>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.</td>
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<tr>
<td>10:30 a.m.-noon</td>
<td><strong>SCC Faculty and Staff Convocation (in Room H-106 with President John Weispfenning)</strong></td>
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<td>1:00-2:00 p.m.</td>
<td><strong>Coordinated Studies and Learning Community Institute: Follow-up Planning Meeting (with Marilyn Flores in H-208)</strong></td>
<td>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.</td>
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Resolution S2015.6

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

Moved: Professor Wagner

Seconded: Professor Howell

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 participatory governance 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

Co-chairs
The faculty Distance Education Coordinator and Vice President, Academic Affairs or designee 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 Student Services Project Manager
1 Classified representative (Student Services)
1 Student representative
Resolution S2015.7

Approval of Hiring Request Form Change

Moved: Professor DeCarbo
Seconded: Professor Deeley

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:

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)
Summary Report

Committee: Professional development Committee
Meeting Date: May 12, 2015

Content

1 Discussion items:
   a. Status of the calendar
   b. Meeting times
   c. New members
   d. Website update
   e. Adding session for classified staff
   f. Sign-up and evaluation forms
   g. Flex sign-up sheets for OEC attendees
   h. Calendar presentation to the Academic Senate
   i. Committee evaluation

2 Duties met:

3 Actions proposed:

4 Events Planned:
   Week   Activity
   7 (March 23)  First general call for proposals (Done)
   9 (April 13)  Second general call for proposals (Done)
   11 (April 27) All proposals are due and finalized (Done)
                  Put calendar together (Done)
   14 (May 18)   Senate approval (depends on meeting schedule)
   15 (May 25)   Send an all faculty and staff email with calendar

5 Resources needed/acquired/allocated:
III Public Comments
1 Faculty are concerned about low summer enrollments, possibly due to the new block schedule.
2 Faculty are frustrated with the manner in which the ethnics studies faculty request has been handled.

V Topics
A Student Success and Support Program Update
1 As the English and Math placement tests are mandated by the State, the group is seeking to find language that makes expectations of new students as clear as possible. This will include information about exemptions for CTE students, and exemptions that can be done from distance.
B New Accreditation Standards and Shared Governance Committees.
1 Report will be forth coming as preparing for future accreditation studies.
C Draft Follow-up Report
1 The report is 90% complete.
2 The draft has been distributed for review.
3 Awaiting some asked for evidence.
D Administrative regulations
1 Shared curriculum language was clarified in the AR to delineate families of courses.
2 Shared curriculum will remove common units/hours and ask for only hours.

VI Action Items
A Resolution on Planning the New STEM building – Second reading
1 Facilities representatives discussed that the currently planned STEM building does not meet the expectation of the STEM building as originally envisioned.
2 The Faculty concerns were raised to and addressed by the architects, revisions will be presented to user groups this Friday, proposed:
   a as planned.
   b removing some math in favor of labs.
   c remove some math offices in favor of dedicated math classrooms.
3 Approved without dissent
B New Program Review – Second Reading
1 Approved without dissent
C Academic Senate Goals
1 The Senate reviewed the goals and noted progress made.

VII Reports
A President
1 President Zarske carried to President Martinez and Chancellor Rodriguez the Senate request that legal counsel be sought regarding the FireTech and Criminal Justice curriculum and was told that now is not the time to seek such action.
   President Zarske said the objection to the curriculum at the State level is that the course objectives are not clear.
B Secretary/Treasurer
1 Gratitude and a gift were given to outgoing President Zarske.
C Curriculum
1 A webinar will take place on CurricuNet Meta.
2 Common courses will have like prerequisites and repeatability standards.
**G Student Equity**

1. Multiple measures Task Force has been created to prepare for State requirements.
2. Speak up for Education will occur May 27, 2015.
3. Student Equity forums were well attended and many suggestions offered.
4. Student Equity Task Force will soon meet.

**H Student Success/BSI/Faculty Development**

1. 45% Basic Skills students work Full time. 39% do not apply for Financial Aid. 46% plan to transfer.

**I TLC**

1. The TLC end of year report has been created and soon made available.

**J FARSCCD**

1. FARSCCD continues to investigate the Saudi Arabia program.

**K SCC**

1. Elections, Vice President Mary Mettler & Secretary/Treasurer Michael DeCarbo
2. Creation of the Distance Education Committee.
3. Institutional Effectiveness Dossier, what information should be available to the public and which remain local, SCC decided Program Reviews public and DDPs and SLOs stay local.