

Santiago Canyon College Academic Senate

8045 East Chapman
Orange, CA 92869

(714) 628-4831
FAX (714) 532-2055

SENATORS

Business and Career Education

Deeley, Steve 2016
Salcido, Andrew 2017

Continuing Education (OEC)

Quimzon, Eden 2017

Counseling & Student Services

Aguilera, Leonor 2017
Baldizon-Rios, Nena
2016
Crabill, Phillip 2016

Humanities and Social Sciences

Cannon, Cari 2017
Howell, Scott 2016
James, Scott for Dela-
Cusack, Lisa 2017
Reed, Stephen 2017
Umali Kopp, Christine
2016

Fine & Performing Arts and Communication

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Library

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Mathematics and Sciences

Bailey, Denise 2017
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Parent, Nancy 2016
Lorton, Melinda 2016

EXECUTIVE BOARD MEMBERS

President

Evelt, Corinna 2016

Vice President

Mettler, Mary 2016

Secretary/Treasurer

DeCarbo, Michael 2016

Curriculum Chair

Wagner, Joyce 2016

AGENDA 1 March 2016 1:30 pm – 3:00 p.m. Academic Senate Room A-211

I. Welcome

II. Approval of Minutes

A. 16 February 2016

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 (25 minutes)

First Reading

- A. **Resolution S2016.3:** Support for the Creation of an Office of Nighttime and Weekend Instruction
- B. **Resolution S2016.4:** Adoption of Faculty Recognition Committee Nomination Process for Orange County Teacher of the Year
- C. **Resolution S2016.5:** Support for Request for Authorization to Apply for a Grant for the Basic Skills and Student Outcomes Transformation Program

Second Reading

- A. **Resolution S2016.1:** Adoption of Revised Academic Senate Bylaws 2/2016
- B. **Resolution S2016.2:** Support of Splitting the Department of Social Sciences

II. Summary Reports Discussion (5 minutes total)

III. Discussion Items (35 minutes)

- A. **Discussion of Senator Signature Program Banner Suggestions** CIC Chair Wagner will continue a discussion of signature programs as identified by Senators. (25 minute discussion)
- B. **SCC's Participation in the National College Health Assessment (NCHA):** Professors Beth Hoffman and Tiffany Gause will present details about the goals, process, and application of the NCHA formal survey that is scheduled to begin March 8. (5 minute presentation with 5 minute discussion)

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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.

Senators Present

Leonor Aguilera
Denise Bailey
Cari Cannon
Phillip Crabill
Shawn Cummins
Steve Deeley
Lisa Dela Cusack
Leah Freidenrich
Alicia Frost
Scott Howell
Eric Hovanitz
Melinda Lorton
Nancy Parent
Stephen Reed
Andrew Salcido
Mike Taylor
Christine Umali Kopp

Melinda Womack

Absent

Nena Baldizon-Rios
Eden Quimzon

Senate Executive Board

President Corinna Evett
Vice President Mary Mettler
CIC Chair Joyce Wagner
Sec/Treas. Michael DeCarbo

ASG Representative

Seham Nabils

Guests

Beth Hoffman

I Welcome

1. Welcome Nancy Parent as the new Senate OEC Adjunct Faculty Member
2. Welcome Seham Nabils as the new Senate ASG Representative

II Approval of Minutes

December 1, 2015 (Freidenrich/Howell) approved without dissent.

III Public Comments

- 1 Professor John Smith urged faculty to enroll in and participate in FACCC.
- 2 Professor Denise Bailey asked if the “Hawk Tribute” that has been distributed on campus has been brought to the administration’s attention.
- 3 Professor Dela Cusack thanked Professor Scott James for serving last semester during her absence.
- 4 Professor John Smith brought attention to the faculty that the CSULA faculty are discussing a strike in light of a perceived small 2% COLA.
- 5 Professor Umali Kopp announced that Anti-Prejudice and Social Justice Educator, Jane Elliot will be speaking in H-106 on March 8, from 6:30 – 9:30 p.m. and March 11, from 9 – 12.

IV AS Executive Board Reports

A President

- 1 The RSCCD Board voted in support of the Orange Education Center.
- 2 The SCC results of the State Scorecard are promising.
- 3 State Budget update
 - a The governor’s budget is thought to be good even though it is not thought as good as it was last year.
 - b There is State growth money, for which SCC will probably not garner.

c CTE funding will see continued growth with \$200 million set aside for Workforce Development.

4 The Saudi Arabian project is currently on hold as the Saudi Arabian economy is experiencing a decline. The budget for the project has been approved, but there has been no “green light” to begin the project in Saudi Arabia.

5 Campus Safety

a The Senate Executive Board has expressed to the administration and campus safety about the perceived disparaging comments towards adjunct faculty during Professional Development Week.

b Vice President Mettler spoke with Alistair Winter and expressed the faculty desire to have interior locks on classroom doors and discovered it would have a cost of \$1 million.

c There is a consultant coming (cost of \$9,000) to give overarching recommendations regarding doors and locks.

6 SCC is currently, 6.4% FTES down in the spring, and 1.3% overall; headcount is down

President Weispfenning hopes that SCC will remain flat and not dip.

Marketing results will be concluded and advertising forthcoming.

President Weispfenning expressed gratitude to the faculty for doing all they can in assisting with making FTES targets.

B Vice President

No report

C Secretary/Treasurer

No report

D CIC

Curriculum

1 The Annual Catalog Task Force review met and has some suggested additions:

A To align certificates with the residency requirements of degrees:

At least 20% of the total units required for the certificate must be earned at Santiago Canyon College.

B To align on line classes with the drop policy for traditional classes:

Students are expected to complete regular and substantive coursework in online classes. In distance education context, coursework will be used to determine student attendance. Simply logging into an online class is not sufficient to demonstrate academic attendance by the student. Examples of coursework for online classes might include, but are not limited to, class discussions, completed assignments, completed quizzes or exams, group work, etc. Students who fail to submit substantive coursework by the due date may be dropped, by the instructor, from the class. Completing an assignment on the first day of the class may also be required in order to avoid being dropped from the class. Please refer to the class syllabus and the class section information, found in the class schedule, for the specific attendance (regular and substantive coursework) requirements.

2 Enrollment management will be meeting, Wednesday, February 17, and will look at a first draft of plan.

V ASG Report – Vice President Seham Nabili

- 1 There are currently 10 Senators and more forthcoming.
- 2 There are resolutions being drafted and will be forthcoming.

VI Action

First Reading:

A Resolution S2016.1: Adoption of Revised Academic Senate Bylaws (Womack/DeCarbo)

- 1 Regarding the moving up of elections, it was posed that perhaps it could be even sooner as deans are creating fall schedules in the fall.
- 2 It was acknowledged that this is problematic but changing to fall would require elections to begin in late October or early November.
- 3 The additional duties that have been performed by the Executive Board have been added.

A motion (DeCarbo/Cummins) to suspend the bylaws and to allow the Senate Vice President to begin elections immediately passed without dissent.

B Resolution S2016.2: Support of Splitting the Department of Social Sciences (Canon/Umali Kopp)

Discussion

The work was applauded as indicative of synthesizing union, administration and senate intents. Faculty asked whether it created a department of one new hire, and learned that yes it would, but this has happened in many instances before.

VII Summary Reports Discussion

None

VIII Discussion Items

A Discussion of Faculty Identified SCC “Signature Programs”

CIC Chair Wagner presented the modifications made by the Executive Board as directed by the Senate. (Appendix 1)

President Evett directed the Senate to: examine the group headings, determine if items were appropriately classified, and discuss how best to progress.

Senators asked what was meant by humanities, and was told it was all of humanities,

Faculty voiced discomfort with having to eliminate some programs from the list.

Faculty did not know if this was to be used for marketing or as an actual identifier of the college.

President Evett identified in the EMP that the Senate is charged with identifying signature programs.

Faculty asked would these be ongoing, how would they be changed, when would they be changed?

It was suggested that there be two lists, “signature programs” and “exceptional programs”.

Faculty argued that unique should not be the sole, nor significant criteria, rather utility should be.

Faculty asked if MASH and STAR are part of STEM.

Faculty argued that transfer is should be part considered as it has the largest impact. Faculty said put yourself in the parent’s shoes, and ask, “why should my child go there?” Faculty are very cautious to make decisions as this will perhaps funding impacts in the future. Some faculty suggested that a list be presented to the administration for decision but others argued that it was the Senate’s charge (as directed by the EMPC and President Weispfenning’s convocation speech).

Faculty suggested that larger banners be identified as signature programs that serve as umbrellas to highlight all of the smaller supporting successes.

The Executive Board was directed to reconsider the lists, solicit suggestions and prepare possible “banner” areas for signature programs.

B Academic Senate Equity Retreat Debrief

Some faculty were surprised that the majority of the discussion revolved around race.

Some responded that race manifests itself in many invisible ways.

Some liked that “calling in” tools were offered in opposition to “calling out.”

Some voiced appreciation for the honesty and willingness of the faculty to have these difficult discussions.

Some suggested that more time be carved out and dedicated for this topic.

All realized there is more work to be done.

IX Moved to adjourn (Womack/U mali Kopp) passed without dissent.

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Resolution S2016.3

Support for the Creation of an Office of Nighttime and Weekend Instruction

Moved: Professor Reed

Seconded:

Whereas, Adjunct and evening instructors do not receive the same support services as instructors who teach during regular daytime hours;

Whereas, Adjunct and Part-time Instructors are vital to the mission of Santiago Canyon College; and

Whereas, An Office of Nighttime and Weekend Instruction would aid adjunct and part-time instructors with the basic support services available during the weekday hours, such as reprographic, liaison with facilities and security personnel, etc.;

Resolved, That the Academic Senate of Santiago Canyon College work with the Administration to establish an Office of Nighttime and Weekend Instruction that will operate during all hours of the evening and weekends when classes are being conducted at Santiago Canyon College.

Date Presented: 1 March 2016

Date Approved:

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Resolution S2016.4

Adoption of Faculty Recognition Committee Nomination Process for Orange County Teacher of the Year

Moved: Professor DeCarbo

Seconded:

Whereas, All faculty members who are eligible for particular forms of recognition should have the opportunity to participate in those arenas;

Whereas, The Faculty Recognition Committee has created a system by which those eligible for the Orange County Teacher of the Year (OCTOY) Award are fairly nominated and not excluded when the OCTOY Award was limited to one nominee per community college district; and

Whereas, The OCTOY Award has reverted back to one nominee per community college and subsequently there are now three eligible members;

Resolved, That the Academic Senate of Santiago Canyon College direct the Faculty Recognition Committee to keep in place the process of selecting one of the eligible nominees by random and to maintain a list of those still eligible for future annual random selections.

Date Presented: 1 March 2016

Date Approved:

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Resolution S2016.5

Support for Request for Authorization to Apply for a Grant for the Basic Skills and Student Outcomes Transformation Program

Moved:

Seconded:

Whereas, Board Policy 2410 lists “Curriculum, including establishing prerequisites and placing courses within disciplines,” “Degree and certificate requirements,” and “Standard or policies regarding student preparation and success” under “rely primarily upon the advice of the Academic Senate and also lists “Educational program development” and “Process for institutional planning and budget development” under “mutual agreement with the Academic Senate”;

Whereas, A Request for Authorization to Apply for a Grant for the Basic Skills and Student Outcomes Transformation Program grant has been developed by the Basic Skills Task Force Facilitator and submitted to the Academic Senate of Santiago Canyon College for support; and

Whereas, The purpose of the grant is to meet Santiago Canyon College’s mission of focusing on “innovative instruction for our diverse learners, including those in basic skills, CTE, or transfer-level courses” by “[providing] the college an opportunity to ‘transform’ our teaching and learning strategies through the implementation of evidence-based practices” (see attached Request for Authorization to Apply for a Grant);

Resolved, That the Academic Senate of Santiago Canyon College support the Request for Authorization to Apply for a Grant for the Basic Skills and Student Outcomes Transformation Program.

Date Presented: 1 March 2016

Date Approved:

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**Request for Authorization to Apply for a Grant
College Council
Santiago Canyon College**

1. GENERAL INFORMATION:

Project Title: Basic Skills and Student Outcomes Transformation Program

Project Initiator: Maureen Roe

Project Administrator: Marilyn Flores

Project Coordinator: Maureen Roe

Grantor Agency: California Community Colleges Chancellor's Office

Grantor Agency Deadline for Proposal: March 25, 2016

Funding Period: FY 15/16, FY 16/17, FY 18/19

2. PROJECT DESCRIPTION/PLAN:

Estimated grant amount: \$1.5 million

Match required: Yes No

Estimated match amount: _____

In-kind/Cash match requirement: Yes No

Where will funds for match originate? _____

Comments about match: _____

3. WHAT ARE THE PROJECTED FACILITIES REQUIREMENTS, IF ANY, AND HOW WILL THEY BE MET? AS A REMINDER, IF THE GRANT CALLS FOR FACILITY REQUIREMENTS AND SHOULD THIS GRANT REQUEST BE APPROVED, YOU SHOULD FORWARD A FACILITY NEED FORM TO THE FACILITIES COMMITTEE.

There are no facilities requirements.

4. ANTICIPATED PROJECT PERSONNEL:

Position Needed	FTE	Hourly	Existing/New	Funded Match In-Kind	Stipend or Release Time
Faculty Leads			Existing		Stipend/Release
Adjunct Faculty		X	Existing		
Consultants – experts in the field of acceleration, contextualized teaching and analytical/research models			As needed per expertise		

Is the Project Coordinator involved in any other grants (i.e. manager/coordinator or participant). If so, what amount of release time does she/he receive for the other grant participation?

Maureen Roe receives 4.0 LHE as the BSI Facilitator and 3.0 LHE as Writing Center Coordinator through the Basic Skills Initiative Grant.

5. CURRICULUM (PROGRAM/COURSE)IMPACT:

Part of this grant involves activities that include curricular redesign. Some of these curricular changes have already been approved through CIC; others are in the process and more will be submitted in the areas of English, math, reading and potentially ABE and CTE areas.

6. IMPLICATIONS FOR THE COLLEGE/DISTRICT:

- **How does this project relate to the mission of the college?**

The college mission includes a focus on innovative instruction for our diverse learners, including those in basic skills, CTE, or transfer-level courses. The project will provide the college an opportunity to “transform” our teaching and learning strategies through the implementation of evidence-based practices.

- **How does this project relate to the goals and objectives of the college?**

This project is directly related to many of the college goals (2a., 2b., 3a., 10a., 10b.) but more specifically with our efforts to “align the college curriculum to focus on student completion of pathways,” and “support faculty development in the areas of innovative pedagogies and curriculum design.” This project is primarily focusing on improving teaching and learning through innovative course redesign and services in an effort to increase completion of student pathways. In addition, the project will provide faculty and staff with dedicated resources, materials and professional development to support curricular changes.

- **How does this project relate to the goals and objectives of the program to which the grant relates?**

The grant will fund activities required by grant applicants in the areas of multiple measures, co-requisite models, acceleration, contextualized instruction and integrated instruction with student services.

- **Where is the need for this project identified in the related program’s/unit’s EMP/DPP/Program Review?**

The overarching goals for all of the programs and departments involved include increasing student success, retention and persistence, decreasing student time in remediation and strengthening student pathways. These goals are reflected in the program’s/unit’s EMP/DDP/Program Review for English, Reading, Math, Counseling and ABE.

- **Will this project impact other departments/programs/units? Yes No**

- **If yes, identify which department/program/unit and explain how you plan to include them in the planning process.**

Those disciplines and/or departments involved have participated in professional development workshops during FLEX and most recently have attended the grant workshop for this specific grant.

- **Please list each department, the chair(s) to whom you spoke and whether or not the faculty in the department are willing to participate in the proposed project.**

- Department English Chair(s) Elizabeth Elchlepp Willing to Participate Yes No
- Department Math Chair(s) Laney Wright Willing to Participate Yes No
- Department Reading Chair(s) Amy Freese (Facilitator) Willing to Participate Yes No
- Department Counseling Chair(s) Jennifer Coto Willing to Participate Yes No

- Department ABE/CE Chair(s) Jolene Shields/Christine Gascon Willing to Participate Yes No

- How will project facilities requirements, if any, be met?

There are no facilities requirements.

7. LONG TERM IMPLICATIONS FOR THE COLLEGE/DISTRICT:

- When funding ends, will this project be institutionalized? Yes No
- If so, what is the estimated cost to fund this project? n/a
- If not, what will happen to this project and the personnel involved with it? (NOTE: Any personnel hired in accordance with the grant will have bumping rights [per contractual obligation] upon the conclusion of the grant. In addition, if any tenured or non-tenured track faculty are to be hired in accordance with the grant, the proposal should also be presented to the Academic Senate for Santiago Canyon College.)

No new personnel will be hired. All existing faculty and staff will be reassigned or compensated for duties. Consultants will be used for outside expertise and phased out at the conclusion of the grant.

8. HAVE THE FOLLOWING BEEN ADVISED OF THIS PROPOSAL?

- Academic Senate President CIC Chair Department Chair(s) of Department Impacted by Project
- EMP Committee Co-chairs RSCCD Research & Grants office
- PIE Committee Co-Chairs

9. Operational Signatures: (Obtain signatures in the order below)

Project Initiator: Date

Project Administrator: Date

Vice President: Date

10. Recommendations:

Planning & Institutional Effectiveness Committee Recommendation: Yes No

Date: _____

Academic Senate President Recommendation: Yes No

Academic Senate President: Date

College Council Recommendation: Yes No Date: _____

11. Final Approval:

College President: Date

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Resolution S2016.1

Adoption of Revised Academic Senate Bylaws 2/2016

Moved: Professor Womack

Seconded: Professor DeCarbo

Whereas, The Academic Senate Constitution and Bylaws of Santiago Canyon College are governing documents that require critical and constant review; and

Whereas, The Academic Senate Executive Board reviewed the Academic Senate Constitution and Bylaws of Santiago Canyon College and has performed its due diligence and brought forth revisions to the Academic Senate Bylaws to the Senate;

Resolved, That the Academic Senate of Santiago Canyon College approve the 2/2016 updated Academic Senate Bylaws.

Date Presented: 16 February 2016

Date Approved:

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Resolution S2016.2

In Support of Splitting the Department of Social Sciences

Moved: Professor Umali Kopp

Seconded: Professor Cannon

Whereas, The Department of Social Sciences brought together three distinct academic disciplines (i.e., Anthropology, Psychology and Sociology) so that no department would consist of a single faculty member;

Whereas, With the support of all faculty and administrators, these disciplines have flourished due to expansion into new classrooms as well as into lab and research facilities; and

Whereas, The Department of Anthropology, Psychology, and Sociology met in spring of 2016 and agreed to split the department into three separate departments;

Resolved, That the Academic Senate of Santiago Canyon College support separating the Department of Anthropology, Psychology and Sociology into the following three departments to be effective Fall 2016:

- Department of Anthropology
- Department of Psychology
- Department of Sociology; and

Resolved, That the Academic Senate of Santiago Canyon College authorize the Senate President, or her designees, to take the necessary actions to complete the reformation of these new departments.

Date Presented: 16 February 2016

Date Approved:

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Summary Reports

Professional Development Committee: Minutes from the February 9, 2016 meeting

1. Introduction of new committee member Vanessa Jones from the Math Department.
2. The Flex evaluation form was found to have a grammar error. Martin Stringer identified that there was no provision for Administration on the form. This will be edited by Lynnette.
3. The professional development activities for classified staff were discussed. Irma is investigating the possibility of bringing a cyber-bullying expert for the Spring '16 semester.
4. Lynnette reported that Lorie Jordan is planning to host a training on how to deal with difficult people. There will be two sessions available, each running one hour, to maximize the number of classified employees that can attend the training.
5. The response to Martin's classified retreat (1/23/16) was very positive. Many felt the retreat was very informative.
6. Martin reported that many classified employees shared that there should be more general information placed on the H drive.
7. Others were confused about media services available to faculty for evening and night classes.
8. Other employees felt there needed to be greater amounts of information provided to adjunct faculty. Where are printers/copiers and computers located? Other employees stated they were interested in more sessions around ways to remain healthy while sitting at a desk, including exercises.
9. There was also an expressed desire to have more Sharepoint, Excel, and Outlook workshops before Flex week.
10. Martin reported attending a presentation with Marilyn Flores on equity in hiring. The presenter, Kimberly Papillion, travels internationally and trains judges and other political figures.
11. The committee charged Martin with exploring bringing Ms. Papillion to campus for a training.
12. Several committee members shared upcoming conferences available for professional development opportunities.
13. The committee agreed that the use of the equity application seems to be okay for use for equity professional development opportunities.
14. The committee also confirmed that help in advertising Lorie Jordan's event would be fine, there is no need to advertise it as coming from the committee

Student Success & Equity Committee

Meeting Summary for Senate

Date of Meeting: 22 February 2016

Alicia Frost and Scott Sakamoto presented data associated with MaSH and Title III Math 80 supplemental instruction. All data suggest that students who seek extra help are more likely to be successful in their courses.

Aaron Voelcker presented the data from the 2015 Student Success Scorecard which focuses on information regarding Basic Skills, CTE, and Transfer. Overall, SCC's numbers are consistent with or a bit higher than the state's averages.

Marilyn Flores described the Multiple Measures for Assessment and Placement project that SCC may wish to join. Doing so will allow us access to students' high school GPAs and transcripts which are recognized as effective tools for predicting success in college coursework—more effective than placement tests.

Maureen Roe discussed the results of this year's English CROSSroads program—with 20 students completing the four workshops and 18 taking the placement test. Of those 18, 16 placed directly into 101 based on their writing samples. The two who didn't will be recommended for our acceleration pilot program this fall—allowing them to enroll in English 101 as long as they take a 0.2 co-requisite (English N70) to give them supplemental instruction.

Maureen also presented a brief outline of the Community Colleges Basic Skills & Student Outcomes Transformation Program grant that SCC will apply for; participating departments will include English, math, reading, continuing education, and counseling. The grant is due March 25. A draft of the application write-up will be presented at PIE and Senate in the coming weeks.

Joseph Alonzo mentioned that the deadline for the application for Student Equity Faculty Coordinator is coming up, so those who are interested should apply soon.

The next SSEC meeting will address the Framework of Indicators & New ACCJC Standards as well as the Foster Youth Institutional Assessment.

Committee: Budget

Meeting Date: Tuesday, February 16, 2016

Content

1. Discussion items:

Approve Meeting Minutes (November 17, 2015)

1. Monthly Budget Report (12/31/2015)-distributed to members
 - Membership recommended to College Council: change report heading from "Discretionary" to "Operational" Expenses on Monthly Budget Report.
 - Also suggested more integration with Enrollment Management Committee, and will invite EMC co-chairs (Marilyn Flores and Joyce Wagner to next Budget Committee meeting.
 - \$400,000 increase in adjunct salary expenses attributed to offering more class section with fewer students and increase to adjunct salaries

2. Accreditation Midterm Report – Budget Language (handout)
Committee briefly reviewed budget section of accreditation report

3. Criteria for Budget Prioritization

After receiving prioritized list from PIE Committee, the Budget Committee will use the following criteria:

Utilize non- general funds

(Include definitions/rules for expenditure criteria)

- IELM (Instructional Equipment Library Materials)
- Lottery Funds (Instructional Supplies)

Budget Committee will follow the prioritized list from PIE, as funding becomes available. Our goal is to fully fund operational expenses and maintain 1% college contingency fund.

2. Duties met:

Throughout FY 2015-16 Budget Committee will review expenditures to ensure college expenses are aligned with adopted budget

3 Actions proposed:

None

4 Events Planned:

Next meeting: Tuesday, January 19, 2016, 3:30 p.m., Location TBD

5 Resources needed/acquired/allocated:

None

SAC SENATE SUMMARY REPORT

February 23, 2016

III Public Comments

1 None

V TopicsAction Items

A Christina Romero presented information regarding the scholarship process.

B Centennial Open House-Education Expo was announced and attendance encouraged.

VII Reports

A President

1 Revisions to the Docket Process are being discussed at the Board Policy Committee Report.

Faculty would like agendas to be sent out sooner than the Thursday prior.

2 A new Board Policy was suggested that no district employee accept any gift; an exception of gifted

meals was made, many revisions and suggestions were made; future drafts will be presented.

3 At the Board meeting it was discussed that there is flat growth through the county and a predicted

drop in future high school graduates.

4 The need for faculty to serve on hiring committees is desperate and many are yet unstaffed.

5 There are many vacancies on governance committees, particularly the district HR committee.

6 Fire Drills will occur February 25, 2015 at 10:15 a.m. and 7:15 p.m.

7 Nominations for senate president are being accepted.

9 AB 798 mandates a “Zero dollar text book degree”.

B ASG

1 FAFSA deadline is forthcoming.

2 Club Advisors meeting is forthcoming.

3 Leave a Legacy awards will be given beginning of March.

4 Club Rush occurred this week of February 22 – 24

5 The Learning Center has reopened.

C Secretary/Treasurer

1 Nominations for faculty excellence awards are being accepted until February 26, 2016.

D Curriculum

1 Discussion of the common assessment tool took place.

2 The SAC BA is slated to begin offering courses Fall 2017.

E Facilities

1 A presentation was given regarding the progress made and work yet to be done.

G TAC

1 Student Equity funds have been used to hire a project manager.

H Student Success and Equity

1 Men of color mentoring group will be meeting.

2 Universal Student ID’s will be issued, rather than making student pay for the card.

3 Early Alert

4 If nothing changes 500 students Fall of 2016 will lose their BOG waiver due to being on probation

and Student Success Policies.

I BSI/Faculty Development

1 Convocation went well.

2 A SLO workshop will occur March 29, 2016

3 FLEX reporting will be moving entirely onto online.

J TLC

1 TLC will meet on February 29, 2016

2 Institutional Learning Outcome chart is due March 15, 2016.

3 The EMP will be updated spring 2016.

4 The follow-up report was accepted and SAC is accredited to 2020.

K TrakDat

1 A progress report was given and upcoming events/projects/deadlines announced

L FARSCCD

1 FARSCCD elections are forthcoming.

M SCC

1 Student Equity Retreat explored how to begin “equitizing the institution”.

2 A rich discussion has been taking place about designating signature programs

3 Bylaws revisions presented, adding additional duties to Executive Board.

4 Safety concerns regarding the interior locking of doors, a consultant has been hired by the district.

5 Proposed suggested changes to catalog:

a a residency requirement of 20% for certificates

b drop policy for online courses.

Signature Programs—Banner Idea (February 2016)

Suggestion 1:

Intercollegiate Competitive Programs

Athletics
MUN
Forensics

STEM:

Biotechnology
Robotics
Community Science Night

Career Technical Education

Apprenticeship (highlight 2 programs)
Water Utility

Transfer Success Programs

Transfer Center
Honors Program

Suggestion 2:

Academic Growth and Enrichment

Athletics (highlight specific sports)
Honors
Robotics

STEM:

Various Programs

Career Technical Education

Apprenticeship (highlight 2 programs)
Water Utility

Transfer Success Programs

Transfer Center
Honors Program
MUN
Forensics

Suggestion 3:

Transfer Signature Programs

Honors Program
ADTs – CSU Transfer Degrees
Transfer Center
Pathways to Teaching
STEM

CTE Signature Programs

Apprenticeship
Survey/Mapping Sciences
Water Utility
Robotics

Student Life Signature Programs

ASG
Athletics
Forensics
MUN

Suggestion 4:

Intercollegiate Competitive Programs

Athletics
MUN
Forensics

STEM:

Biotechnology
Robotics
MaSH, STAR Center, Supplemental Instruction
Community Science Night

Career Technical Education

Apprenticeship
Water Utility Science
Survey/Mapping Sciences
Cosmetology

Transfer Success Programs

Honors Program
Pathways to Teaching
Transfer Center

Suggestion 5:

Transfer

Honors Program
MASH

Pathways to Teaching

STEAM
Transfer Center

Writing Center

Career Technical Education

Apprenticeship
Cosmetology
Gemology
Survey/Mapping Sciences
Water Utility

Robotics

Student Life Signature Programs
ASG
Athletics

CAMP
Forensics
MUN
Student Leadership Institute