

# Santiago Canyon College Academic Senate

8045 East Chapman  
Orange, CA 92869

(714) 628-4831  
academic\_senate@sccollege.edu

## SENATORS

### **Business and Career Education**

Deeley, Steve 2018  
Salcido, Andrew 2017

### **Continuing Education (OEC)**

Quimzon, Eden 2017

### **Counseling & Student Services**

Aguilera, Leonor 2017  
Baldizon-Rios, Nena 2018  
Crabill, Phillip 2018

### **Humanities and Social Sciences**

Breeden, Emma 2017  
Howell, Scott 2018  
Dela-Cusack, Lisa 2017  
Reed, Stephen 2017  
Umali Kopp, Christine 2018

### **Fine & Performing Arts and Communication**

Kubicka-Miller, Jared 2018

### **Library**

Sproat, Barbara 2018

### **Mathematics and Sciences**

Bailey, Denise 2017  
Cummins, Shawn 2017  
Frost, Alicia 2017  
Scott, Randy 2018  
Wada, Jeffrey 2018

### **Adjunct**

Dunham, John 2017  
Parent, Nancy 2017

## EXECUTIVE BOARD MEMBERS

### **President**

DeCarbo, Michael 2018

### **Vice President**

Mettler, Mary 2017

### **Secretary/Treasurer**

Taylor, Michael 2017

### **Curriculum Chair**

Wagner, Joyce 2019

Agenda  
21 February 2017  
1:30 – 3:00 p.m.  
Academic Senate Room A-211

## **I Welcome**

## **II Approval of the Minutes**

A 29 November 2016

B Retreat, 8 February 2017

## **III Public Comments** (2 minute limit per person)

## **IV AS Executive Board Reports** (10 minutes)

## **V ASG Report** (5 minutes)

## **VI Summary Reports Discussion** (5 minutes)

## **VII Discussion Items**

- A *IEPI TIETF PRT Prep* (15 minutes) Dean of Institutional Effectiveness, Learning & Library Support Voelcker will discuss preparation by the Technology for Institutional Effectiveness Task Force (TIETF) for the Program Response Team (PRT) visit as part of the Institutional Effectiveness Partnership Initiative (IEPI)
- B *Time, Place and Manner* (10 minutes) President DeCarbo will present AR 5420 and the impact it has upon free expression at the campus
- C *Tenure Philosophy* (20 minutes) Professor Event will examine the current tenure process and propose possible improvements
- D Academic Freedom (15 minutes) President DeCarbo will cover current events regarding academic freedom and facilitate discussion about the formation of possible policies to protect students and faculty

*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)*

## **BP 2410 Board Policies and Administrative Regulations**

*Reference: Education Code Section 70902;*

*ACCJC Accreditation Standards IV.C.7, IV.D.4, I.B.7, and I.C.5 (formerly IV.B.1.b & e)*

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 vote. Any adoption and/or approval of new Board policies or changes to existing Board policies must take place as part of a two meeting approval process. The first meeting will be considered the "**FIRST READING, INFORMATION ONLY**" of the policy or change to existing policy for the purpose of review, questions and answers, and other considerations of the recommendation. At the second meeting, it will be considered the "**SECOND READING, ACTION ITEM.**" The Board will consider the item for action, which may have been modified at either the first or second reading. If the modification at the second reading is major, as determined by the Board, such a reading will be termed a first reading and introduced at a subsequent Board meeting as a second reading. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission.

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 regulations should they, in the Board's judgment, be inconsistent with the Board's own policies.

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

*Revised and Retitled: June 15, 2015 (Previously BP9001 and BP9023)*

**SCC Academic Senate Minutes - DRAFT**  
**November 29, 2016 1:30 – 3:00 A-211**

**Senators Present**

Leonor Aguilera  
Nena Baldizon-Rios  
Emma Breeden  
Phillip Crabill  
Steven Deeley  
Lisa Dela Cusack  
Alicia Frost  
Scott Howell  
Jared Kubicka-Miller  
Eden Quimzon  
Stephen Reed  
Randy Scott  
Barbara Sproat  
Jeffrey Wada

**Senators Absent**

Denise Bailey  
Shelby Clatterbuck  
Shawn Cummins  
Nancy Parent  
Andy Salcido  
Christine Umali Kopp

**Guests**

Lisa Camarco  
Von Lawson

**Senate Executive Board**

President Michael DeCarbo  
Vice President Mary Mettler  
CIC Chair Joyce Wagner  
Sec./Treas. Mike Taylor

II. Approval of minutes from the November 15, 2016 senate meeting (Deeley/Crabill). Passed, no dissent.

III. Public Comments

1. Professor Baldizon-Rios mentioned that a holiday donation form for EOPS students was emailed to all SCC faculty and staff. They plan on using the money to purchase gifts for the children of 40 single parents who are enrolled in EOPS this semester.
2. Professor Aguilera mentioned that there is a new First Year Support Center in E-307 to help first-year students navigate the campus (how to apply to SCC, navigate the SCC website, and for help during their first year). The center is also available to all students who need a safe place for counseling and a special outreach has gone to the AB540 students.
3. Professor Wada mentioned that Community Science Night, March 24, is looking for more volunteers to help with activities.

IV. Board reports

*President:*

1. The 2017-18 academic calendar was approved to reflect the changes that the SCC and SAC senates proposed.
2. The SCC art show opened Tuesday, November 29.
3. Bah Humbug is this weekend (Dec 2-4) and next (Dec 9-10).
4. SCC potluck is Wednesday, December 7 at the gym.
5. SCC may be getting an additional counselor with SSSP funds.

**SCC Academic Senate Minutes - DRAFT**  
**November 29, 2016 1:30 – 3:00 A-211**

6. There is an IEPI (Institutional Effectiveness Partnership Initiative) visit coming to SCC to look at Taskstream and the District is in the process of requesting an IEPI visit to analyze the budget allocation model.

*Vice President:*

1. No Report

*Secretary/Treasurer*

1. SAC senate is discussing the preparation of a resolution to make SAC a safe environment, like the SCC resolution F2016.11.
2. In the wake of recent resignations, SAC will be hiring 9 new faculty (up from the original 6) and is also approved for 2 more provisional positions (in the event that any of the other 9 do not work out).

*CIC*

1. 330 courses have been through curriculum this fall, almost 50% of them being for apprenticeship.
2. CIC will be looking at prerequisites and Plan D in the spring.

V. ASG

1. No report

VI. Signature Program – Student Endeavors - Athletics

1. Student athletes balance work, school, and athletic responsibilities. All athletes are full time students and carry at least 12 units (compared to 35% of all SCC students being full time and carry 7 units, on average).
2. Student athletes have a transfer rate of over 85%.
3. 89% of the athletes come from outside our district and there are about 115 student athletes at SCC.
4. Professor Camarco presented a slide comparing the SCC Athletic Department to other Orange Empire Conference (OEC) community college athletic departments. This slide showed the administrative and classified positions the other colleges in our athletic conference have, but we do not have. She mentioned that not only are the faculty here doing their own jobs, but also the jobs of eight other full time positions.
5. California community colleges are not allowed to offer scholarships, so SCC is competing with other California institutions as well as out of state ones. Recruiting is done at club events and high school tournaments.

VII. Action Items

1. *Second Readings*
  - A. Resolution F2016-9: Adoption of the Rancho Santiago Community College District 2017-2020 Strategic Technology Plan (DeCarbo/Taylor)  
Discussion: No discussion.  
Vote: passed, no dissent.

**SCC Academic Senate Minutes - DRAFT**  
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- B. Resolution F2016-10: Adoption of the Revised Nomination Process for Orange County Teacher of the Year Award (Dela Cusack/DeCarbo)  
Discussion: No discussion  
Vote: passed, Professor Wada opposed.
- C. Resolution F2016.11 – Santiago Canyon College Academic Senate Commitment to Providing a Safe Environment for Critical Inquiry for ALL Students (DeCarbo/Mettler)  
Discussion: No discussion  
Vote: passed, Professors Sproat, Taylor, and Wada opposed.

VIII. Discussion items

1. Strong Workforce Program
  - Dean Lawson presented the Strong Workforce program overview and local plan.
  - Goals: To increase the quantity and quality of CTE and to chart the success of programs by training, career placement, and success of programs.
  - Categorical funding for programs is based on performance.
  - Areas of focus: early college credit (dual enrollment), CTE career coaches (outreach), program development (curriculum and special projects), job development center (career preparation, work experiences, job developers), and data tracking.
  - Marketing for CTE programs target new students, incumbent workers, skill builders, and industry associations.
  - Next steps: local plans to be completed in the next 2 weeks, to design and deploy a SCC/BCTE/SWP framework, and hiring and interviewing beginning in January 2017.
2. Committee Survey Follow-up
  - Survey for the SCC Academic Senate annual committee evaluation follow-up was completed.
3. Reports back from Fall 2016 ASCCC Plenary
  - Report on a breakout concerning Embedded Basic Skills for general education courses.
  - Report on a breakout concerning the evolution of AB 1725.
  - Report on a discussion concerning Planned Pathways.
  - Report on a breakout concerning CANVAS. Professor Mettler mentioned that there are ways to request things that are not built into the basic program. Another topic was on Turn It In and that other colleges are looking at Veri-Cite, which has better accessibility and is said to be at a lower cost.
  - Report on a breakout concerning Z-degrees.

IX. Moved to adjourn (Kubicka-Miller/Deeley). Passed, no dissent.

Spring 2017 SCC Academic Senate Retreat

February 8, 2017

E-203

**Senators Present**

Leonor Aguilera  
Nena Baldizon-Rios  
Phil Crabill  
Shaun Cummins  
Steven Deeley  
Lisa Dela Cusack  
Alicia Frost  
Scott Howell  
Jared Kubicka-Miller  
Eden Quimzon  
Steve Reed  
Andy Salcido  
Randy Scott  
Barbara Sproat  
Jeff Wada

**Senate Executive Board**

President Michael DeCarbo  
Vice President Mary Mettler  
CiC Chair Joyce Wagner  
Sec./Treas. Mike Taylor

**Senators Absent**

Denise Bailey  
Cari Cannon  
Nancy Parent  
Christine Umali-Kopp

**Guests**

Emma Breeden  
Brenda Carpio  
Matthew Cotter

Cale Crammer  
Seth Daugherty  
Lourdes Fajardo  
Amy Freeze  
Karla Frizler  
Juana Galvan  
Melissa Govea  
Jim Granitto  
Angela Guevara  
Erika Gutierrez  
Kathy Hall  
Rosalba Hernandez  
Kim Johnson  
Jessica Kramer  
Daniel Oase  
Elaine Pham  
Denise Salcido  
Melissa Shirah  
Shereen Siddiqui  
Nicole Torneo

1. Three truths and a lie
  - Executive members gave 3 truths and a lie for the group to guess.
  - Tables followed with the same activity.
2. History of Robert's Rules and the Brown Act
  - Groups used the "three truths and a lie" to determine characteristics of both.
3. Faculty Obligation Number (FON)
  - Base number of full-time faculty a district works with.
  - 1988: AB1725 goal for 75% full timers.
  - After 1989: FON increased proportionally with funded credit FTES.
  - Fine is \$73,000 for each faculty under the FON.
  - FON was frozen from 2008-2013.
  - 2016: RSCCD 62.6% (state average is 56.4%), SCC 63.7%, SAC 62%.
  - FON includes faculty, counselors and librarians. Grant funded faculty and continuing education faculty do not count towards FON.
  - 50% law: Districts must spend 50% of budget on salaries and benefits of classroom instruction. RSCCD at 52.55% in 2015-2016.

#### 4. Tenure

- Insures that faculty members will not be dismissed without adequate cause and without due process.
- Movement started in the late 1800's. Tenure was incentivized after WW2 with the GI Bill and the need for faculty.
- Levels of tenure: it differs between University, Community College, and K-12 levels.
- Current issues: economy, non-tenure track positions, impacts on newer faculty, incentives to forgo tenure, states modifying tenure laws.
- When can tenured faculty be dismissed? Dismissed for cause, program discontinuance, financial exigency.
- Cause for dismissal: immoral or unprofessional conduct, dishonesty, unsatisfactory performance, unfit for service, refusal to obey school laws, moral turpitude, and more.
- Possible concerns with tenure process: no protection for non-tenured, process can be used to intimidate, tenure-track faculty fear illness, pregnancy, etc, the pressure to document faults, and not enough mentoring.
- Discussion on how our process at SCC is going, thoughts of changes/revisions: more mentoring, changes to the way long-time faculty are evaluated.

#### 5. Free Speech on college campuses

- Guaranteed in the 1<sup>st</sup> amendment and supported by the 14<sup>th</sup> amendment.
- Advantages to college free speech: a way to express points of view, it's free speech, practice being civil, learning from perspectives, it's a right, colleges exist to educate students, intellectual vitality relies on this competition.
- Disadvantages to college free speech: violence, safety, disruption, conflict, damage, loss of students, unwanted leafleting and posting, soliciting donations.
- Can be regulated with a "time, place, manner" policy.

#### 6. Academic Freedom

- AAUP (American Association of University Professors) created professional standards of academic freedom in 1940. It is endorsed by about 200 scholarly organizations and used in hundreds of faculty handbooks.
- Student Academic Freedom: students have the freedom to learn. Students can disagree but are still responsible for learning the content matter.
- Faculty are encouraged to use whatever teaching methodologies and examples they deem best for effective learning so long as it is germane to the subject matter.

# Free Expression - AR5420

**Adopted July 26, 2004**

**Revised November 8, 2010**

Individuals shall be permitted to exercise their rights of free expression subject to the time, place and manner policies and procedures contained in Board Policy [5420] and these procedures.

The colleges of the District are non-public forums, except for designated areas generally available to students and the community, as follows:

The areas generally available to students and the community are limited public forums. The District reserves the right to revoke that designation and apply a non-public forum designation at its discretion.

The District reserves the right to designate areas as non-public forums as necessary to prevent the substantial disruption of the orderly operation of the college. Areas of the college that are non-public forums specifically include campus offices, classrooms, warehouses, maintenance yards, and locker rooms.

The use of areas generally available to students and the community is subject to the following:

- Persons using areas generally available to students and the community and/or distributing material in the areas generally available to students and the community shall not impede the progress of passersby, nor shall they force passersby to take material.
- No person using the areas generally available to students and the community shall touch, strike or impede the progress of passersby, except for incidental or accidental contact, or contact initiated by a passerby.
- Persons using areas generally available to students and the community shall not use any means of amplification that creates a noise or diversion that disturbs or tends to disturb the orderly conduct of the campus or classes taking place at that time.
- No persons using the areas generally available to students and the community shall solicit donations of money, through direct requests for funds, sales of tickets or otherwise, except where he or she is using the areas generally available to students and the community on behalf of and collecting funds for an organization that is registered with the Secretary of State as a nonprofit corporation or is an approved Associated Students Organization or club.
- All persons using the areas generally available to students and the community shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within the areas generally available to students and the community.

Posting:

Students shall be provided with bulletin boards for use in posting student materials at campus locations convenient for student use. All materials displayed on a bulletin board shall clearly indicate the author or agency responsible for its production and shall be dated with the date of posting by the college Student Activities Office. Materials displayed shall be removed after the passage of ten days

**Legal Reference:** Education Code Section 76120



**Coast Community College District**  
**BOARD POLICY**  
Chapter 5  
Student Services

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**BP 5500 Student Code of Conduct**

**References:**

Education Code Sections 66300 through 66302, 72122, and 76030 through 76038;  
Accreditation Standard I.C.8

The Chancellor shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process set forth in federal and state law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension or expulsion of a student.

The Board shall consider recommendations from the Chancellor for expulsion of a student. The Board shall consider expulsion recommendations in Closed Session unless the student requests, pursuant to law, that the matter be considered in Open Session. Final action by the Board on an expulsion shall be taken in Open Session.

The procedures shall be made widely available to students through the Colleges' catalogs, websites, and other means.

See Administrative Procedure 5500.

Adopted February 18, 2015

**EDUCATION CODE - EDC**

**TITLE 3. POSTSECONDARY EDUCATION [66000 - 101060]**

*( Title 3 enacted by Stats. 1976, Ch. 1010. )*

**DIVISION 7. COMMUNITY COLLEGES [70900 - 88906]**

*( Division 7 enacted by Stats. 1976, Ch. 1010. )*

**PART 48. COMMUNITY COLLEGES, EDUCATION PROGRAMS [78015 - 79500]**

*( Part 48 enacted by Stats. 1976, Ch. 1010. )*

**CHAPTER 7. Instructional Materials [78900 - 78907]**

*( Chapter 7 enacted by Stats. 1976, Ch. 1010. )*

**ARTICLE 1. Prohibited Acts [78900 - 78907]**

*( Article 1 enacted by Stats. 1976, Ch. 1010. )*

[78907.](#)

The use by any person, including a student, of any electronic listening or recording device in any classroom without the prior consent of the instructor is prohibited, except as necessary to provide reasonable auxiliary aids and academic adjustments to disabled students. Any person, other than a student, who willfully violates this section shall be guilty of a misdemeanor.

Any student violating this section shall be subject to appropriate disciplinary action.

This section shall not be construed as affecting the powers, rights, and liabilities arising from the use of electronic listening or recording devices as provided for by any other provision of law.

*(Amended by Stats. 1990, Ch. 1372, Sec. 509.)*

[https://leginfo.legislature.ca.gov/faces/codes\\_displayText.xhtml?lawCode=EDC&division=7.&title=3.&part=48.&chapter=7.&article=1.](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=EDC&division=7.&title=3.&part=48.&chapter=7.&article=1)