

# Santiago Canyon College Academic Senate

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## SENATORS

### **Business and Career Education**

Deeley, Steve 2020  
Salcido, Andrew 2021

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

Oase, Daniel 2020  
Quimzon, Eden 2021

### **Counseling & Student Services**

Chaidez, Maria 2020  
Crabill, Phil 2020  
Graham, Song Le 2021

### **Humanities and Social Sciences**

Dela-Cusack, Lisa 2021  
Govea, Melissa 2020  
Howell, Scott 2020  
Murphy, Ryan 2021  
Siddiqui, Shereen 2020  
Umali Kopp Christine 2021  
Valdos, Yanina 2020

### **Library**

Sproat, Barbara 2020

### **Mathematics and Sciences**

Cummins, Shawn 2021  
Danova, Veselka 2021  
Johnson, Kim 2020  
Kramer, Jessica 2020  
Smith, Mark 2020

### **Adjunct**

Chavez, Ricardo 2020  
Dahl, Michael 2020

## EXECUTIVE BOARD MEMBERS

### **President**

DeCarbo, Michael 2020

### **Vice President**

Taylor, Mike 2020

### **Secretary/Treasurer**

Scott, Randy 2020

### **Curriculum Chair**

Diaz, Darlene 2021

Agenda  
5 November 2019  
1:30 – 3:00 p.m.  
Academic Senate Room A-211

## I Welcome

## II Approval of the Minutes

A 15 October 2019

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

## IV AS Executive Board Reports (5 minutes)

## V ASG Report (5 minutes)

## VII Summary Reports (5 minutes)

## VII Action Items (15 minutes)

### *First Reading*

A **Resolution F2019.08 – Adoption of Policy to Place Collegial Governance Handbook Changes, Grant Requests, and the Professional Development Calendar as a Final Reading on Santiago Canyon College Academic Senate Agendas.**

B **Resolution F2019.09 – Support for 100% Smoke and Tobacco-free Rancho Santiago Community College District Board Policy and Administrative Regulation**

## VIII Discussion Items

A *Signature Programs – Student Endeavors* (15 minutes) Activities Specialist Robert Bustamante will present on the Associated Student Government Continuing and opportunities for faculty support.

B *Draft Key Distribution Procedures and Test Pilot* (15 minutes) Professor Mark Smith will lead a discussion on the proposed pilot.

C *Tenure Process Task Force Report* (15 minutes) CIC Diaz will continue the conversation on the Tenure Process Task Force results.

D *Fall Plenary Resolutions* (10 minutes) Vice President Taylor will collect responses for the Fall 2019 ASCCC Plenary resolutions.

*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 the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging. (Approved 12/05/17)*

## **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)*