

# Santiago Canyon College Academic Senate

8045 E Chapman Ave  
Orange, CA 92869-4512

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

## **Minutes-Approved**

Senate Business Meeting

May 6, 2014

1:30 pm-3:00 pm B-212

### **Present:**

#### **Senators**

Aguilera, Leonor  
Cannon, Cari  
Carrion, Rudy  
Cummins, Shawn  
Deaver, Doug  
Deeley, Steve  
Dela-Cusack, Lisa  
Elchlepp, Elizabeth  
Freidenrich, Leah  
Hovanitz, Eric  
Matthews, Evangeline  
Mettler, Mary

Nance, Craig  
Shields, Jolene  
Sproat, Barbara  
Taylor, Michael  
Volz, Matt

#### **Officers**

Evelt, Corinna (President)  
DeCarbo, Michael (Vice President)  
Wagner, Joyce (Sec/Treasurer)  
Rutan, Craig (Curriculum Chair)

#### **Guests:**

Doughty, Corine  
James, Scott  
Jeffery, Bill  
Recinos, Theresa  
Soberano, Hector (ASG)  
Styffe, Amy

#### **Absent:**

Frost, Alicia  
Salcido, Andrew  
Shekarabi, Nooshan

*To comply with recent changes to the Brown Act, the SCC Academic Senate will be recording votes of the Senators as follows:*

- *Members recorded as absent are presumed not to have voted.*
- *If only yeas, the minutes will state that: "the motion passed without dissent."*
- *If there are nays and/or abstentions, the names of members voting in the minority and/or abstaining will be recorded, and all other members are presumed to have voted in the majority.*

- I. Order of the Agenda—**A motion to move Discussion Item A after Public Comments passed without dissent** (moved by Prof. Rutan and seconded by Prof. Deaver).
- II. Approval of Minutes
  - A. **The minutes of April 15, 2014, were approved without dissent** (moved by Prof. Nance and seconded by Prof. Aguilera).
- III. Public Comments
  - A. Prof. Mettler, speaking on behalf of Beth Hoffman: The Senate needs to discuss the district public safety taskforce recommendations that include a plan to train and sustain non-sworn armed safety officers on campus. The proposed costs are \$1.5 million for the initial training and recruitment, and then annual costs of \$1.3 million to maintain the training. A SAC Senator sent a response to the task force stating that he felt the proposal should not go to the Board of Trustees without a framework to engage the entire District in a safety awareness program which would address increasing the involvement of students, staff, and faculty in protecting the campuses. It is the students and staff who are in the immediate area when incidents occur, not usually security personnel. (Prof. Evelt expressed appreciation to Beth Hoffman for representing the colleges well and bringing this issue to the attention of the Senate. This request is currently going through the district planning committee and there is already a district request for budget augmentation. Prof. DeCarbo brought up that recent studies have shown that an armed officer on campus is a strong deterrent to potential shooters. Other Senators expressed concern about the District making decisions that affect the colleges' budget without sufficient planning and input from the colleges).
  - B. Amy Styffe: Data from the current college website has been migrated to the new website, but the new site is only accessible for ITS. The new site will be accessible to website authors around May 16 and is scheduled to go live to the public on June 23. If you have questions about working on the new site, online help documents will be available, and Don Busche and Amy Styffe can provide assistance.
  - C. Prof. Rutan: Prof. Rutan participated in a state-wide committee that is working on developing system-wide goals for the California community college system. The need for goals is already addressed in education code and the recently passed SB195 states that it is the intent of the Legislature that "budget and policy decisions regarding postsecondary

education generally adhere to 3 specified goals and that appropriate metrics be identified, defined, and formally adopted to monitor progress toward the achievement of the goals, as specified.” The committee has already decided that one of the goals should be to increase transfer degrees by 5%. The final list of goals and metrics will be brought to the Board of Governors at their July meeting. The performance on these goals could be tied to funding, and these goals will necessarily become part of individual campus goals.

#### IV. AS Executive Board Reports

##### A. President (Prof. Evett):

###### 1. Baccalaureate degrees:

- a. Senate Bill 850, which is progressing through the legislative process, would authorize the Board of Governors, in consultation with the California State University and the University of California, to establish a statewide baccalaureate degree pilot program at community college districts, to be determined by the chancellor and approved by the board of governors, which would authorize each participating-district to offer one type of baccalaureate-degree at one campus within the district. The bill would require a district baccalaureate degree pilot program to commence by the beginning of the 2017–18 academic year, and would require a student participating in a baccalaureate degree pilot program to complete his or her degree by the end of the 2022–23 academic year. The bill would require participating community college-districts to meet specified requirements, including, but not limited to, offering baccalaureate degrees not offered by the California State University or the University of California, and in subject areas with unmet workforce needs. The bill would provide that the board of governors shall develop, and adopt by regulation, a funding model for the support of the statewide baccalaureate degree pilot program.
  - b. This will be a discussion item on our May 20 Senate agenda, so please solicit feedback from faculty.
2. Senate Bill 965 is also progressing through the legislative process. It would require the Board of Governors, for the next few years, to provide the San Francisco Community College District with revenues if that district or one of its colleges is in imminent jeopardy of losing its accreditation and the institution is in compliance with a regulation requiring it to be accredited by a specified agency.
  3. The Senate received a thank-you note from Mike Kelcher’s wife in appreciation of our contribution to their son’s college funds created after SAC Chemistry Prof. Kelcher recently passed away.
  4. A resolution from the San Mateo Community College District called for merging the Accreditation Commission for Community and Junior Colleges (ACCJC) with the Western Association for Schools and Colleges (WASC).
  5. The District placed a bid on the Riverdale Elementary property near Lakeview Ave. in Anaheim.
    - a. The bid is somewhere between \$10 and \$15.9 million.
    - b. The initial money will probably come from a loan against one of the District’s retirement funds, and renovation would probably be paid from redevelopment funds.
    - c. There is concern that the Chancellor did not adequately consult with the colleges.
    - d. The property could be advantageous for SCC and allow us to grow.
    - e. Senators expressed concern that this was another example of the District somehow finding money to fund projects that have mostly bypassed the colleges’ planning processes.
  6. A proposed administrative regulation about the prohibition of harassment (AR 3430) has a statement about harassment policies and procedures prevailing over academic freedom policies. This will be a discussion item on our May 20 Senate agenda, so please solicit feedback from faculty.
  7. The Senate executive board election was held with the following results: Prof. Evett—president, Prof. Rutan—vice-president, Prof. DeCarbo—secretary/treasurer.
  8. SCC has exceeded our target and reached 4.6% growth in FTES.
  9. President screening committee:
    - a. Prof. Rutan had to step down due to other obligations and has been replaced by Prof. Geissler.
    - b. There will be a campus-wide forum sometime in June to allow the SCC community to meet the top candidates.
    - c. The Chancellor will make the final hiring decision.
  10. The SCC prioritization process is proceeding according to plan.
    - a. Suggestions for improving the process can be given in appropriate venues.
    - b. This process is more open, transparent, and collegial than in the past.
    - c. There is some concern that originators of proposals that rank poorly might place blame and attempt to increase their ranking through inappropriate strategies. Please realize that multiple groups have input into the process and the final prioritization should reflect a global perspective.
  11. Details were sent out about the end-of-year Senate-hosted dinner scheduled for Thursday, May 29, at 6:00pm, at Prof. Isbell’s home. Please RSVP to Prof. Evett.

##### B. Vice President (Prof. DeCarbo):

1. Please let Prof. DeCarbo know of any issues with the faculty hiring forms or process. He will present proposed changes at the May 20 Senate meeting.
2. Discipline grouping should hold any needed elections and present the results by the May 20 Senate meeting.
3. Prof. Matthews will continue to be the adjunct noncredit Senator. The adjunct credit Senator position is still open.

- C. Secretary/Treasurer (Prof. Wagner): no report
- D. CIC Chair (Prof. Rutan):
  1. The Curriculum Council will be voting, at their May 12 meeting, on a document which outlines expectations on how course outlines will be completed. If approved, these guidelines will eventually be housed in the curriculum handbook.
  2. Also at the May 12 CIC meeting, Syed Rizvi will present on some financial aid issues related to curriculum, such as repeatability and the gainful employment report.
  3. An updated status report on the quadrennial list was sent out on April 30. There were still 98 out of 192 courses listed as having no action taken. The deadline to submit is June 6.
  4. The Enrollment Management committee will meet today, May 6, and vote on a recommendation about the possible 2015 intersession. The recommendation will assume that money is available. The committee will continue to collect data on the impact of intersession.

V. ASG Report (Hector Soberano)

- A. The April 24 Earth Day events went well. Several environmental organizations sent representatives. (Commendations to Prof. Deaver and Hector for their good work).
- B. The Student Senate for California Community Colleges held their 2014 Spring General Assembly, on May 2-4, in Los Angeles. The participants discussed and voted on various resolutions.
- C. The possibility of getting priority registration for ASG members is being explored. This would help these members to preserve certain time frames for meetings.
- D. A dodge ball tournament is scheduled for May 23. Faculty can create teams if interested.
- E. The April 26 Book Run raised over \$1000.

VI. Action Items

- A. **Resolution SP2014.11:** Support of Santiago Canyon College Participation in the LGBT-Friendly Campus Climate Index—First reading
  1. Moved by Prof. Mettler and seconded by Prof. Deaver.
  2. Students would benefit by being able to check the climate on various campuses before making a decision about which to attend.
  3. Participation only requires the completion of a questionnaire. It does not commit SCC to anything else.
  4. It might be advantageous for SCC to learn how students actually view our services and programs in terms of being LGBT friendly.
  5. The questions can be viewed at <http://www.campusprideindex.org/campusofficialonly/default.aspx>.
- B. **Resolution SP2014.12:** Adoption of the 2014 Student Success and Support Program Plan—First reading
  1. Moved by Prof. Mettler and seconded by Prof. Nance.
  2. The Student Success committee created a task force to develop this state-mandated plan which is due in October to the Chancellor's Office. This document is similar to the previous matriculation plans and will have an impact on funding.
  3. The budget is still tentative. The money involved is all from categorical funds and must be spent on counseling and orientation services.
- C. **Resolution SP2014.9:** Support of the Associated Student Government of Santiago Canyon College Student Trustee Representation Change—Second reading
  1. There is an administrative regulation stating that the student, from either college, with the most votes overall becomes the student trustee.
    - a. There was concern that no SCC representative would ever be elected since SAC is twice as large.
    - b. An SCC student did win the election for next year because of a strong campaign.
  2. **The motion to approve resolution SP2014.9 was approved by acclamation** (moved by Prof. Nance and seconded by Prof. Shekarabi).
- D. **Resolution SP2014.10:** Approval of the Santiago Canyon College 2014 Self Evaluation Report for the Accrediting Commission for Community and Junior Colleges—Second reading
  1. Some changes have been made to the report since the first reading:
    - a. Standard IIIA has added some information. Some information from Standard IIC will be removed.
    - b. Improvement plans are still being modified, combined, or omitted.
    - c. There is continued work on proofreading and maintaining consistency in terminology and references.
  2. Timeline:
    - a. Please respond by 5:00pm on May 9 with any suggested changes.
    - b. No content change will be made after the report is approved in College Council.
    - c. The report will go to the Board of Trustees on May 14 for a first reading at the May 27 Board meeting. The final vote is scheduled for June 9.
  3. **The motion to approve resolution SP2014.10 passed without dissent** (moved by Prof. Deeley and seconded by Prof. Freidenrich).

## VII. Discussion Items

- A. Business & Career Technical Education Division Update (Dean Doughty responding to questions and comments submitted in advance by faculty).
1. *As the budget continues to improve, what are the top projects for the Business and Career Technical Education Division?*
    - a. Require that every student enrolling in the District complete an electronic Perkins survey.
      - i. This will enable the District to collect more data and potentially get more revenue.
      - ii. Currently, students can elect to opt out of taking the survey.
    - b. Hire more full time faculty.
      - i. A position is being flown for Water Utility Sciences.
      - ii. It is important to also have full-time faculty in Public Works and Surveying.
    - c. Hire more support for the apprenticeship program.
      - i. Our apprenticeship program, the largest in California, generates its own funding, most of which goes back to the training trusts.
      - ii. The money our District receives, currently around \$200,000, could be used to help fund the following positions:
        1. A coordinator to work with curriculum, oversight of positive attendance, and other issues.
        2. A full-time admissions clerk to ensure that all positive attendance hours are accurately collected.
  2. *What is the status of the Water Utility Science program? Given that it has not had a full-time faculty member associated with it for the past year, how is the program doing?*
    - a. A faculty hiring committee is currently underway and is hoping to be more successful than last year's hiring committee.
    - b. Two facilitators have been instrumental in keeping the program afloat and ensuring that the curriculum represents the needs of the industry.
    - c. It is fortunate that this program has a very engaged water advisory board.
    - d. There are really two separate specialties within the Water Utilities program: wastewater/environmental sanitation and water treatment/distribution. Each specialty should have their own full-time faculty member.
  3. *Share a brief description of the excellent work that those benefiting from the Carl D. Perkins education funds are doing, and please share bits about the programs and classes.*
    - a. Carl D. Perkins was a legislator who was passionate about career technical education and felt that every individual who wanted to be trained and have a skill should have that opportunity.
    - b. The funds are a federal pot of money that can be a vehicle for faculty to develop and revise programs based on the needs of the local economy.
      - i. The funds are not meant to sustain existing programs.
      - ii. Funded programs must be connected with each other and have a close relationship with industry.
      - iii. The funding is based on the number of students enrolled in a CTE program that are economically disadvantaged.
        1. This data is collected from the Perkins survey that was mentioned earlier.
        2. Requiring students to complete the survey should increase the available funds.
    - c. SCC has implemented a steering committee and a vetting process to determine how to award our share of these funds.
      1. This year, there were more requests than money which means people are interested in innovation and are aware of the available funds.
      2. The new Biotech program received funds to align curriculum with Santa Ana College and Irvine Valley College.
      3. Other recipients were digital media and business skills at OEC, sign language, digital media arts, and surveying.
      4. Only programs with TOPS codes that have an asterisk are considered CTE and are eligible for Perkins funds.
      5. The first steps for interested groups to establish an advisory meeting.

## VIII. Summary Reports Discussion (see attached)

Meeting Adjourned at 3:07 p.m.

Respectfully submitted,

Joyce Wagner SCC-AS Secretary/Treasurer

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## SENATORS

### **Business and Career Education**

Deeley, Steve 2014  
Salcido, Andrew 2015

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

Shields, Jolene 2015

### **Counseling & Student Services**

Aguilera, Leonor 2015  
Carrion, Rudy 2014  
Mettler, Mary 2014

### **Humanities and Social Sciences**

Deaver, Doug 2014  
Elchlepp, Elizabeth 2015  
Cannon, Cari 2015  
Dela-Cusack, Lisa 2015  
Shekarabi, Nooshan 2014

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

Freidenrich, Leah 2015

### **Library**

Sproat, Barbara 2015

### **Mathematics and Sciences**

Cummins, Shawn 2015  
Hovanitz, Eric 2014  
Taylor, Mike 2015  
Nance, Craig 2014  
Frost, Alicia 2015

### **Adjunct**

Matthews, Evangeline  
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Volz, Matt 2014

## OFFICERS

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### **Vice President**

DeCarbo, Michael 2014

### **Secretary/Treasurer**

Wagner, Joyce 2014

### **Curriculum**

Rutan, Craig Chair 2016

## Resolution SP2014.11

### **Support of Santiago Canyon College Participation in the LGBT-Friendly Campus Climate Index**

Moved:

Seconded:

Whereas, The LGBT-Friendly Campus Climate Index (<http://www.campusprideindex.org/>) encourages colleges to support the following: 1) a student's right to a safe learning environment, 2) a college's responsibility to make its campus more inclusive and welcoming, 3) a college's responsibility to create environments that are free from violence and physical bullying, and 4) a college's responsibility to provide inclusive environments that are emotionally and mentally safe;

Whereas, In spring 2011, the Academic Senate for California Community Colleges passed Resolution: 13.05 Local College Participation in the LGBT-Friendly Campus Climate Index that enumerates the following benefits of participating in the LGBT-Friendly Campus Climate Index: 1) The index is a free resource that allows colleges to document the policies, programs, and practices they use to ensure that their colleges are welcoming for LGBT students; 2) The index gives participating colleges a free, confidential report of their scores and a customized list of recommendations for ways to make the colleges even more welcoming for LGBT students; and 3) The index is a tool that all colleges can use to assess themselves and discover policies, programs, and practices that are being used at other campuses; and

Whereas, The Academic Senate of Santiago Canyon College is committed to serving the needs of all of its students, including underrepresented student populations; is committed to providing an inclusive academic environment for all of its students; and is committed to fostering a safe environment for all of its students;

Resolved, That the Academic Senate of Santiago Canyon College support Santiago Canyon College's participation in the LGBT-Friendly Campus Climate Index; and

Resolved, That the Academic Senate of Santiago Canyon College President encourage the Santiago Canyon College President to have the senate and administration work together to complete the 50+ self-assessment questions that correspond to eight different LGBT-Friendly factors on the LGBT-Friendly Campus Climate Index by fall 2014.

Date Presented: 6 May 2014

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)*

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DeCarbo, Michael 2014

### **Secretary/Treasurer**

Wagner, Joyce 2014

### **Curriculum**

Rutan, Craig Chair 2016

## Resolution SP2014.12

### **Adoption of the 2014-2015 Student Success and Support Program Plan**

Moved:

Seconded:

Whereas, The Santiago Canyon College Student Success and Support Program Workgroup of the Student Success Committee must submit a Student Success and Support Program Plan per Title 5 regulations;

Whereas, The Student Success and Support Program Workgroup has performed its due diligence by creating the 2014-2015 Student Success and Support Program Plan; and

Whereas, The Student Success Committee recommends that the Academic Senate of Santiago Canyon College adopt the *2014-2015 Student Success and Support Program Plan*;

Resolved, That the Academic Senate of Santiago Canyon College accept the *2014-2015 Student Success and Support Program Plan*.

Date Presented: 6 May 2014

Date Approved:

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## **Summary Report**

**Committee: SAC Senate**

**Meeting date: April 22, 2014**

**The following are informal highlights:**

### **Content**

#### **1 Discussion items:**

- There are planned changes to the remote access system. The exchange server is being upgraded from 2003 to 2010. The formatting may be different and it should be easier for Mac users to access.
- There may no longer be a faculty coordinator in the SAC math center.
- There is concern about faculty having a diminishing voice on administrative hiring committees. Administrative regulations only guarantee one faculty member appointed by the Senate and there was a committee at SAC that was limited to one faculty member.
- The calculated variable cost for intersession was \$1538/FTE. The apportionment is \$4600/FTE. Fixed costs still need to be figured in.
- There was mention using the product, StrengthsQuest, to guide students, staff, and faculty to develop their talents and apply their strengths.
- SAC was one of 20 California community colleges to be selected to participate in Community College Pathway to Law School. Participation in this initiative will provide eligible students interested in law with an opportunity to be granted guaranteed admission or given priority enrollment to a minimum of four top accredited law schools in California.
- Continuing Education was asking for representatives from the various Career Technical Education programs to visit CEC in an attempt to interest and motivate students.
- There was disappointment expressed that the Baseball, American Sign Language, and Nursing Positions were not to be filled even though they had been ranked relatively high by the Senate.