



Approved
Business Meeting Minutes
February 12, 2013

<u>Members Present</u>		<u>Absent</u>	<u>Guests</u>
<i>Steve Bautista</i>	<i>Dena Montiel</i>	<i>Dana Bassett</i>	<i>Tulip Ragien</i>
<i>Cherie Bowers</i>	<i>Marilou Morris</i>	<i>Chuck Ramshaw</i>	<i>Rhonda Langston</i>
<i>Paula Canzona</i>	<i>Rene O'Dell</i>	<i>Doug Wilkes</i>	<i>Thomas Bonetati</i>
<i>Jodi Coffman</i>	<i>Mila Paunovic</i>		<i>James Wooley</i>
<i>Monica Collins</i>	<i>Luis Pedroza</i>		
<i>Susan Gaer</i>	<i>Monica Porter</i>		
<i>Madeline Grant</i>	<i>Mario Robertson</i>		
<i>Herschel Greenberg</i>	<i>John Ross</i>		
<i>Ray Hicks</i>	<i>Stacy Russo</i>		
<i>Jarek Janio</i>	<i>Max Serrano</i>		
<i>Louise Janus</i>	<i>Gabriel Shweiri</i>		
<i>Bonita Jaros</i>	<i>Ken Sill</i>		
<i>Elliott Jones</i>	<i>Brian Sos</i>		
<i>Michael Kelcher</i>	<i>Robert Stucken</i>		
<i>Jeff McMillan</i>	<i>John Zarske</i>		

I. Call to Order

A. President Hicks called the meeting to order at 1:35 pm.

II. Agenda Accepted – A motion to approve the agenda made by John Zarske and seconded by Cherie Bowers was unanimously approved.

III. Public Comments — (Three-minute time limit)

- A. Thomas Bonetati, SAC Bookstore Manager, would like to present bookstore policies to faculty and host the March 12th Senate meeting.
- B. California Pizza Kitchen has a fundraising program which could be used to supplement faculty workroom needs.
- C. Faculty believe the policy to remove “All” email distribution lists is limiting faculty’s ability to communicate. If there are individuals that do not follow district email policies, this should be addressed individually.
- D. The Friends of the Theatre program has been launched. Your participation is encouraged. Brochures were distributed.

IV. Approval of the Minutes—

- A. December 11, 2012 – Motion to approve the senate minutes of December 11th was made by Robert Stucken and seconded by Steve Bautista. The motion was unanimously approved.
- B. January 23, 2013 – Motion to approve the senate minutes of January 23rd was made by John Zarske and seconded by Cherie Bowers. The motion was unanimously approved.

V. Reports—

A. **President**—Ray Hicks – no direct report, topics will be presented throughout the agenda as needed.

B. Planning and Budget—Jeff McMillan

1. Budget committee met last week during which minor modifications were made to the basic budget priorities. The priorities along with the core mission (transfer, basic skills & CTE) are used as a guideline for budgetary decisions made by cabinet. Credit will take priority over noncredit - enhanced non credit over not enhanced non credit.
2. A budget calendar is being developed that will be tie to PA/PR. This is currently done manually. Faculty will have an opportunity to review the budget twice before it goes to the district for approval. There are questions as to what the “review” will include.
3. Conversations continue regarding the challenges of tying the budget to the planning process.
4. Questions are being asked about the funds needed for the faculty positions that have been flown. Although they are not new positions, replacing retirements & separations, are the funds allocated or do we have to identify new funds?

C. Facilities—No Report

D. SCC - Joyce Wagner, AS Secretary/Treasurer

The SCC Academic Senate is currently discussing a 1 year accelerated transfer degree and enrollment management issues. The OEC facility may not be as bad as originally thought making it available for use in fall 2013. SCC is planning to hire two (2) faculty – Math, Water Science, and two(2) Deans, Math & Science and Humanities. SCC may need to increase FTES. They are preparing for accreditation and plan to us a “tri-chair” structure - Administration, Faculty and Classified. Based on a recent accreditation workshop there is a push for data to support results not process.

E. ASG Representative – Tulip Ragien

Black History Celebration will be 2/28 from 11am - 1pm. The Student Leadership Institute deadline is 3/5. ASG elections will be held 3/20 & 21 during which a \$1 representation fee is being placed on the ballot. The funds will be used to support student involvement in conferences and leadership training.

F. Curriculum—Monica Porter

Two additional AAT/AST have been approved - Math & Criminal Justice. Although additional AAT/AST are being developed we still need 7 more to meet our goal. Faculty are needed to help with CIDs – please review course outline of record as they must be no older than 5 years to send through for CID approval. Textbooks & instructional materials are missing on many classes. We are upgrading to CurricunetMeta, a more user-friendly version. The Curricunet work group is meeting in one week. Email any issues you have had with Curricunet to Monica this week so they can be addressed at the meeting.

G. Accreditation—Bonnie Jaros

1. The TLC Committee in collaboration with Office of the VP of Instruction is hosting a SLO conference on 3/1 from 8:00 am -1:00 pm. The focus will be program level SLOs and assessment.
2. The District now has a planning & organizational committee. The District planning document was sent to the Board for approval on 2/11/2013. District goals will be sent to the Board for approval soon. This process is good for accreditation as it aligns both colleges. Accreditation Standards Committees are currently being staffed. Faculty are needed to participate as members of the committees.
3. Yolanda Garcia is working on Book of the Year activities including a forum, films, etc. Please email recommendations for the 2013-14 Book of the Year to Bonnie Jaros (jaros_bonita@sac.edu).
4. District ITS is working on website to where SAC can post PA/PRs.

H. Secretary/Treasurer—Madeline Grant

The faculty workroom is not yet available for use. You will be notified when it is ready.

I. Division Senators:

1. Adjunct Faculty – Looking forward to new faculty hiring.
2. Business – No Report
3. Continuing Education – Looking forward to new faculty hiring.

4. Counseling – Looking forward to new faculty hiring. In the midst of PA/PR. Hosting Faculty Office Ours on February 28th at Memphis in the SA Arts District. Please join us.
5. Fine and Performing Arts – Friends of the Theatre program launched. Music Department developing a plan to raise funds to replace the 100 year old grand piano. A concert performance by Jungwon Jin may launch the fundraising effort.
6. Health Science – SLOs were streamlined to two per course. Now looking at concept based teaching.
7. Human Services – Excited about hiring the Family and Consumer Studies faculty member.
8. Humanities – No Report
9. Kinesiology – Reviewing SLOs and equivalency Form 1. Selection committee for new faculty position ready.
10. Library – Thank you for the ongoing support for the Library and Library faculty needs.
11. Math – Moving N05 & N47 to CEC has caused major issues for SAC math students leaving 165 students on a wait list. The Success Center is underutilized and could be used for Math studies. SCC was told the process went well. What is the status of the “communication” document? Would request a discussion about OER as it is understood that this is an important topic for the Chancellor. SLO rewrites were completed.
12. Science – NR
13. Social Science - NR
14. Student Services – NR
15. Technology – Excited about hiring the new welding faculty member.

VI. Topics

- A. A Shooter on Campus presentation was made by James Wooley. All faculty are encouraged to distribute the documents provided during the meeting and to show either of the videos in class. Questions about door locks, evacuation procedures and armed security were raised.

VII. Other

- A. For all of those serving on a Screening Committees for the new faculty positions, please review the Administrative Regulation for screening committee requirements. A link can be found in the Department Chair Resource Guide on the Senate Website. (AR 4102.1 on the District website)
- B. New Faculty Institute 2.0 will begin in the fall. We would like feedback from current "new" faculty. Please send your thoughts and ideas to Madeline Grant.
- C. Although not funded, the recommendations of the Student Success Task Force continues to work its way through the system. This is putting a lot of pressure on counseling. To address the pressures, the Senate is planning to bring the academic areas, counseling and the VPs of Instruction & Student Services together for a discussion.

The meeting was adjourned at 3:30 pm.

Respectfully submitted,



Madeline A. Grant
Secretary, SAC Academic Senate