



ACADEMIC SENATE

SANTA ANA COLLEGE MISSION STATEMENT

Santa Ana College inspires, transforms, and empowers a diverse community of learners.

Academic Senate

Retreat Meeting Minutes

First Name	Last Name
Adriana	Ramirez
Alejandro	Moreno
Alexander	Natale
Ali	Kowsari
Amberly	Chamberlain
Amit	Mishal
Ana	Meckes
Andrew	Barrios
Andy	Gonis
Anh-Phuong	Tran
Ann	Cass
Annette	Bui
Anthony	Macias
Ashly	Bootman
ASL Interpreter	Liz
Beatriz	Villa
Ben	Hager
Betty	Yimenu
Brian	Sos
Carlos	Brocatto
Carol	Seitz
Catherine	Emley
Cathryn	Pierce
Chantal	Lamourelle
Charles	Jang
Cheryl	Aschenbach
Cherylee	Kushida
Christina	Axtell
Christopher	Cannon
Christopher	Robinson

Claire	Coyne
Crystal	Jenkins
Daniel	Horestein
Darren	Hostetter
David	Roper
Dawn	McKenna-Sallade
Diana	Mendez
Elenor	Papa
Elissa	Hassel
Elizabeth	Smith
Fernando	Ortiz
Gabriel	Shweiri
Gregory	Gonzalez
Heather	Arazi
Heather	Gillette
Interpreter	Nicole
Jacqueline	Schlossman
James	Rudd
Janet	Cruz-Teposte
Jarek	Janio
Jason	Huskey
Jeff	Lamb
Jennie	Beltran
Jennifer	Meloni
Jennifer	McAdam
Jim	Isbell
Jorge	Lopez
Jose	Lopez-Mercedes
Joshua	Mandir
Karissa	Gallego Lovero
Karla	Kirk
Kathy	Walczak

Kelly	Nguyen
Kelvin	Leeds
Kim	Smith
Kimo	Morris
Kristen	Guzman
Kristen	Robinson
Kyla	Benson
Leo	Pastrana
Louise	Janus
Maria	Aguilar-Beltran
Maria	Estrada
Martha	Guerrero-Phlaum
Marty	Romero
Marty	?
Matthew	Bittner
Matthew	Beyersdorf
Megan	Lange
Merari	Weber
Michael	Taylor
Michelle	Vazquez
Mike	Everett
Minhan	Dinh-Mahavongtrakul
Mohamed	Chakhad
Moises	Medina
Molly	Colunga
Nicholas	Nardi

Nick	Singh
Nicole	Patch
Osiel	Madrigal
Patty	Oertel
Philip	Hughes
Phillip	Marquez
Quynh	Mayer
Rebecca	Barnard
Reyes	Vazquez
Reza	Mirbeik
Rick	Corp
Roy	Shahbazian
Sarah	Mathot
Sean	Smith
Sewing	Camera
Stephanie	Clark
Suanne	Oh
Susan	Hoang
Suzanne	Freeman
Teresa	Verduzco
Tiffany	Heremans
Tommy	Strong
Wendy	Wang
William	Nguyen
Zachary	Diamond

Date: **Wednesday, August 18, 2021**

Time: **9:00am-12:00pm**

Location: **Zoom Webinar**

Meeting Location: <https://cccconfer.zoom.us/j/94067629653>

Agenda:

1. Welcome – President Jim Isbell

a. Message

1. Patience and listening, remotely or in person, to colleagues are the focus for the fall semester.

b. Introduction of New Senators – Various presenters

1. Andrew Barrios (Sr. Senator) introduced Jennie Beltran as Jr. Senator (Science Division)
2. Molly Colunga (Sr. Senator) introduced Christina Axtell as Jr. Senator (Humanities Division)
3. Susan Hoang (Sr. Senator) introduced Nicole Patch as Jr. Senator (Library Division)
4. Gabriel Shweiri (Sr. Senator) introduced Ali Kowsari as Jr. Senator (Business Division)
5. Quynh Mayer (Sr. Senator) introduced Michelle Vazquez as Jr. Senator (Health Sciences Division)
6. Annette Bui (Sr. Senator) introduced Rebecca Barnard as Jr. Senator (Student Services Division)
7. Zachary Diamond (Sr. Senator) introduced Matthew Bittner as Jr. Senator (Human Services & Technology Division)
8. Alejandro Moreno (Sr. Senator) introduced Reza Mirbeik as Jr. Senator (School of Continuing Education [SCE] Division)
9. Leo Pastrana (Sr. Senator) introduced Ann Cass as Jr. Senator (Counseling Division)
10. Kelvin Leeds (Sr. Senator) introduced Rick Corp as Jr. Senator (Math Division)
11. Stephanie Clark introduced Amberly Chamberlain as Jr. Senator and mentioned that Michael Taylor (not present) is the Sr. Senator (Performing Arts)
12. Jennifer Meloni (Jr. senator) mentioned that Chantal Lamourelle (not present) is the Sr. Senator (Human Services Division)
13. Kristen Guzman volunteered as Jr. Senator for the Social Sciences Division. Per Kristen, the Sr. Senator will be selected at their next department meeting.

2. Introduction of Curriculum Chair – Claire Coyne & Kristen Robinson

a. Curriculum and Instruction Council (CIC) Presentation

1. Meet the Team & Their Role - Claire, Kristen, Reyes Vazquez, Ann-Phuong Tran, & Teresa Verduzco
 1. Claire introduced herself as the CIC Chair and Professor of Earth Sciences
 2. Kristen introduced herself as the CIC Vice-Chair and Professor of Legal Studies

3. Reyes introduced herself as Curriculum Specialist
4. Anh-Phoung introduced herself as Curriculum Specialist
5. Teresa introduced herself as Curriculum Specialist
 - a. Reyes, Anh-Phoung, and Teresa all emphasized that any questions regarding state inventory or META should be addressed to them.
2. Curriculum is the Heart – Claire Coyne
 1. Claire emphasized that curriculum is the heart of every institution.
 2. Faculty, department chairs, deans, and division secretary’s all play a role, but it starts with faculty. Curriculum is a faculty driven process.
 3. Curriculum meeting are open meetings. Meeting will continue to be on Zoom until the Brown Act phases out on October 1st.
3. Check CIC Out! – Claire Coyne
 1. Claire encouraged everyone to visit the CEC webpage because of the many available resources: sac.edu/curriculum
 2. Next meeting is August 23rd from 2-4pm
3. **Introduction of Secretary/Treasure – Osiel “Ozzie” Madrigal**
 - a. Introduction
 1. Ozzie shared that he is also the SCE Career Education Coordinator and Department Chair.
 2. He has collaborated with various credit divisions to establish noncredit to credit pathways for students.
4. **Planning and Budget Committee Co-Chair – William Nguyen**
 - a. Report
 1. Willian shared that he’s a chemistry professor and serving his third year in the Planning and Budget Committee. Six faculty members serve and three are nominated every year.
 2. There was a meeting yesterday (Aug 17th) so all staff employees could better understand budget, planning, revenue, expenses, etc.
 3. It’s important to be involved in the conversation on what faculty can do to bring in revenue and advocate for sound decisions.
 4. If someone is not a committee member, they can still attend the meetings. Meetings are the first Tuesday of each month from 1:30-3pm on Zoom for now.
 5. Any question regarding fiscal matters or the Planning & Budget Committee, please call (714-564-6686) or email him at nguyen_william@sac.edu

5. Facilities Committee Co-Chair – James “Marty” Rudd

a. Report

1. Marty stated the Facilities Committee is a meeting where someone can be informed on what is happening in regard to construction including at the district level.
2. They review anything from construction to cleanliness. They are different task forces. One task force that is beginning is safety.
3. Facilities Committee meets on the third Tuesday of the month at 1:30pm. They are open meetings, and everyone is encouraged to attend.

b. Additional Comments

1. Jim Isbell expressed that faculty needs to be involved so faculty voices can be heard in all these different committees.
2. Jim also asked if there are any issues faculty will like for the Senate to address this semester.
 1. Amberly Chamberlain stated that she noticed in the past that no action was taken on items that were presented during open discussions. She requested for such items to be revisited. Jim agreed that if Senate doesn't take action, explain why; be transparent.
 2. Molly Colunga would like to understand the approval process better such as first reading, second reading, etc.
 3. Quynh Mayer requested for clarification on Senate policies and procedures. Direct senators to where they can retrieve this information.
 4. Susan Hoang requested information on how to participate accordingly in meetings via Zoom, as well as more transparency on how to add an item to the agenda.
 5. Stephanie Clark proposed that there is an opportunity this fall for Academic Senate to invite a guest speaker to present on Roberts Rules. A basic training that will empower everyone.
 6. Dr. Lamb noticed an opportunity centered around mentorship and general support for faculty on Academic Senate. Use Faculty Institute as a vehicle to incorporate this type of training.

6. Presentation from the State Senate – Karla Kirk (Fresno City College) & Cheryl Ascehenback (Lassen College)

a. 10+1 and Senate Responsibilities

1. Basis for Academic Senate Participation and Purview
 1. Statute (CA Education Code)
 2. Regulation (CA Code of Regulations Title 5)
 3. Local Policy (RSCCD BPs and ARs)
 4. California Education Code – EDC
 5. California Code of Regulations – Title 5, Division 6

6. EDUCATION CODE §70902 (b)(7)
7. Title 5 §53203: Powers
8. Title 5 §53200: Definitions
9. Title 5 §53200 (c): Definitions (The “10+1”)
10. What is the difference between shared/participatory governance and collegial consultation?
 - a. Collegial Consultation and Effective Participation
 - b. Collegial Consultation (not the same as “consultation”)
 - c. Title 5 §53203: Powers
 - d. Collegial Consultation: RSCCD AR2410
 - e. Exceptional Circumstances and Compelling Reasons
 - f. Title 5 § 53203 – More Powers
 - g. What other matters fall under senate purview?
 - i. Equivalence to the minimum qualifications (Equivalency) – Ed Code §87359(b)
 - ii. Faculty hiring processes – Ed Code §87360
 - iii. Administrative retreat to faculty (determining minimum qualifications areas) – Ed Code §87458(a)
 - iv. Establishment of the curriculum committee – Title 5 §55002
11. Effective Participation - Staff
 - a. Title 5 §51023.5 (a)
 - b. Title 5 §51023.5 (a)(4)
12. Effect Participation - Students
 - a. Title 5 §51023.7 (a)
 - b. Title 5 §51023.7 (b) (The 9+1)
 - c. Faculty & Student Roles in Governance
 - i. Student 9+1: Title 5 §51023.7 (b)
 - ii. Faculty 10+1: Title 5 §53200 (b)
2. Senator Roles, Responsibilities and Opportunities
 1. Center Students
 2. Respect Roles
 3. Collaborate
 4. Communicate
 5. Participate

10+1

(1) Curriculum including establishing prerequisites and placing courses within disciplines; (2) Degree and certificate requirements; (3) Grading policies; (4) Educational program development; (5) Standards or policies regarding student preparation and success; (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; (8) Policies for faculty professional development activities; (9) Processes for program review; (10) Processes for institutional planning and budget development; (11) Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

7. Introduction to Cornerstone – Amberly Chamberlain

- a. Amberly announced that the new professional development (PD) tracking system is called SAC PD Gateway. No longer referenced as Cornerstone.
- b. It's a statewide and robust system with over 8,000 PD opportunities. PD is in your hands by being able to participate in workshops that are offered throughout the state.
- c. There's a Gateway training this Friday, August 20 at 8am in the SAC computer lab. In addition, there will be Q & A hour every day this week.
- d. If someone is having difficulty registering for a meeting or workshop that you are facilitating, please send them the Zoom link so they can attend because their information can always be added at a later time.
- e. Use your SAC credentials - SAC email and password - to log-in to Gateway. If you are having issues logging-in, contact IT Help Desk.
- f. Faculty have the most buttons to use in Gateway. Flex status is where you will find your report. It displays your obligation and how much you have completed to date.
- g. Transcripts demonstrate your training registration and completion status. Many activities have a mandatory evaluation to complete the training and receive the credit for it.
- h. Workshop calendar is the best place to find what is being offered. If someone is only interested in seeing SAC offerings, they can change the location. It's set up to display all of SAC and Santiago Canyon College trainings.
- i. Check your homepage to see if your flex obligation is correct. If not, contact your dean.
- j. Proposing a workshop takes to 2-3 days to be built into the system. It's form that needs to be completed.
- k. My flex workshop is where you will enter your personal flex projects.
- l. Part-timer are expected to complete their flex obligation every semester in case they don't receive a teaching assignment the following semester.
- m. July 1st is the start date for faculty to start working on their flex obligation.
- n. EEO and other district training will be added to the system. As of right, the district isn't connected to Gateway.
- o. If you are a senator, it's part of your role and service to attend the Academic Senate retreat and regular business meetings. Thus, attending those don't count toward your flex obligation. But if you are not a senator and you participated during PD week, it does count. This includes the regular business meetings. Nonetheless, your dean would need to approve it.

8. Closing Remarks

- a. President – Jim Isbell

1. Thanked everyone for attending.

9. Adjournment – Meeting adjourned at 12:00pm by Jim Isbell.