

SADDLEBACK COLLEGE – ACADEMIC SENATE
REGULAR MEETING
MINUTES

February 05, 2025

2:00 PM to 4:00 PM

Saddleback College, AGB 106

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8	Senate Officers:			
9	Dan Walsh, President	Present	53	Division of Kinesiology & Athletics (2)
10	Frank Gonzalez, President-Elect	Present	54	Brandee Craig Absent
11	Margot Lovett, Ph.D., Past President	Present	55	BJ McNicol Present
12	Michelle Gustafson, Vice President	Absent	56	
13	Michelle Duffy, Ed.D., Recorder	Present	57	School of Science, Technology Engineering and
14			58	Math (7)
15	School of Arts, Media, Performance &		59	Jeff Barnett Absent
16	Design (5)		60	Jim Repka Present
17	Maria Mayenzet	Present	61	Michele Rousseau Present
18	Nils Taylor	Absent	62	Morgan Barrows Present
19	Geoffery Munger	Absent	63	Sam Abbas Present
20			64	Sumaya McCleave Present
21	School of Business and Industry (3)		65	Todd Brei Present
22	Emily Quinlan	Present	66	
23	Taylor Brooks	Present	67	Associate Faculty (4)
24	Lisa Inlow	Present	68	Bruce Gilman Present
25			69	Dave Giordano Present
26	Division of Counseling Services and Special		70	Eva Marie Rodriguez Morris Present
27	Programs (5)		71	Wonderful Nancy Allah Present
28	Ann Marie Breslin	Present	72	
29	Casey Eyman	Present	73	Shared Governance Group Representative
30	Jennifer Rachman	Present	74	Jenny Langrell, Faculty Assoc. Present
31	Mike Long	Present	75	Erlyne Ballo, Classified Senate Present
32	Sarah Chang	Absent	76	Erlyne Ballo, CSEA Present
33			77	Yassen Alkhafaji, ASG Present
34	Division of Extended Learning (1)		78	
35	Jill Ibbotson	Present	79	
36	Stacy Eldred, Alt	Present	80	
37				
38	School of Health & Wellness (3)			
39	James Major	Present		
40	Nahid Meshkin	Present		
41				
42	School of Humanities and Social Sciences (9)			
43	Anwar Hijaz	Present		
44	Christina Smith	Present		
45	Emily Blumenthal	Present		
46	Mako Tanaka	Present		
47	Poly Zweigle	Present		
48	June Millovich (Alt)	Present		
49	Division of Instructional Support and Teaching			
50	Innovations (1)			
51	Jenny Langrell	Present		

81 **SADDLEBACK COLLEGE – ACADEMIC SENATE**

82
83 **MINUTES**

84
85 February 5, 2025
86 2:00 p.m. to 4:00 p.m.
87

88
89 **1. CALL TO ORDER**

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91 The meeting was called to order at 2pm.
92

93 **2. INTRODUCE AND WELCOME GUESTS & NEW SENATORS**

94
95 Dan Walsh, Academic Senate President, asked new senators and guests to introduce
96 themselves and share the area being represented.
97

98 **3. ADOPTION OF AGENDA**

99
100 Morgan Barrows moved to adopt the agenda with the flexibility to move items to
101 accommodate guests. Dave Giordano seconded. The Academic Senate unanimously
102 approved the adoption of the agenda.
103

104 **4. ADOPTION OF MINUTES FROM January 15, 2024.**

105
106 Taylor Brooks moved to adopt the minutes from the previous meeting. Morgan
107 Barrows seconded. The Academic Senate approved the adoption of the minutes.
108

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110 **5. PUBLIC COMMENTS**

111
112 Kim Stankovich, TIC, shared that Dr. Michelle Pacansky-Brock will be presenting on
113 February 28th from 11:30-1:30 in HS 145. She will be discussing the Liquid Syllabus
114 emphasizing pre-course content. CTRL Grant participants are required to go;
115 however, the opportunity is open to all faculty. A digital flyer will be sent.
116

117 Emily Quinlan shared that the Pathway to Law School, Saddleback ASG, the Pre-Law
118 Society, the School of Business and Industry and the School of Humanities and Social

119 Science have joined together to create an event including lunch and a presentation
120 of the original film *The Reenactment of the Historic Orange County Trial of Doss v.*
121 *Bernal* on Thursday, February 27, from 11:30 a.m. to 2 p.m. in the McKinney Theater.
122 Don't miss this unique opportunity to experience history firsthand!

123

124 Dave Giordano responded to the last meeting's inquiry about paid part-time
125 professional development. He shared that part-timers are given up to 6 hours of
126 paid PD time through the VPI at Orange Coast College.

127

128

129 6. PRESIDENT'S REPORT

130

131 Dan Walsh informed senators of the following:

- 132 • Mini-survey from Senate Exec, please complete
- 133 • Thank you Frank Gonzalez for snacks
- 134 • Waiting for a response from the state about the missed day during Flex Week;
135 You do not get the hours from missed meetings when there was no power
- 136 • Elliot's Friday update included some important links for supporting
137 undocumented students
- 138 • Banner rollout is not going as smoothly as hoped; issues are occurring on
139 multiple levels mostly on Banner's part not Saddleback's; our conversion is
140 happening on their new platform; please be patient

141

142

143 7. CONSTITUENCY GROUP REPORTS

144

145 A. Faculty Association

146 Jenny Langrell, representing the FA, shared that we are still waiting to see if we will
147 be getting a new board member. At the last Board meeting, it was determined that
148 Terri Rydell was leaking private information and may be removed. At this point, the
149 evidence seems overwhelming, but nothing is officially known yet. Look at Board
150 item 7.2 for more details. Please stay tuned.

151 There have been huge issues with the pharmacy plan. FA is working diligently to try
152 to resolve these issues. If you encounter a problem, please contact Claire Cesareo
153 and/or Robert Melendez. Make sure that your ID card says effective as of January 1,
154 2025. You can get a pharmacy card. Emily Quinlan shared the pharmacy provider is a
155 subsidiary of Costco which is why we received an email sending us to Costco for
156 prescriptions.

157

158 **B. Student Government**

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160 Yassen Alkhafaji, the ASG representative, shared that they are looking to add events
161 for Black History Month, Persian New Year and Women’s History Month.

162

163 **C. Classified Senate/Association**

164

165 Erlynn Ballo shared that Classified Senate hosted a webinar on how to respond to
166 immigration police. They are hoping to have more trainings around protocol. They
167 have a lot of training going on based on helping students, and adjusting to AI.

168

169 **D. California School Employees Association**

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171 Erlynn Ballo shared (see above)

172

173

174 **8. ADOPTION OF CONSENT CALENDAR ITEMS**

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176 **A. Curriculum**

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178 Taylor Brooks motioned to adopt the Consent Calendar items. Anwar Hijaz
179 seconded. The Academic Senate voted unanimously to adopt the Consent Calendar
180 items.

181

182

183 **9. OLD BUSINESS**

184

185 **A. Approval of Faculty to Sit on Committees**

186 Morgan Barrows motioned to approve the Faculty to Sit on Committees. Anwar Hijaz
187 seconded. The Academic Senate voted unanimously to approve the Faculty to Sit on
188 Committees.

189

190 **B. Board Policies/Administrative Regulations Update**

191

192 Dan Walsh shared that at the BPARC January 24th meeting it was all administrators
193 and it was really boring.

194

195

196 **C. Curriculum Update**

197

198 Curriculum Chair Michelle Duffy shared:

199

- AB 1111 Common Course Numbering (CCN)

200

- Post-Convening Meetings scheduled via Zoom:

201

- February 6- CDE, Math

202

- February 10- Anthro, Bio

203

- February 11- Astronomy, Comm, Sociology

204

- February 26- Bio A&P

205

- February 27- Chemistry

206

- Course templates are due to be released by March. These courses will be included in our spring curriculum cycle and revisions to courses will be due April 30th.

207

208

209

- The next window for submission of new courses and programs is in the spring and closes on Friday, January 24th.

210

211

- Lists of courses up for scheduled review will be posted in the Curriculum Committee SharePoint by March 1st with a due date of April 30th

212

213

- Looking for a Co-Chair beginning Fall 2025. If interested, please contact Dan Walsh or Michelle Duffy by the end of the day!

214

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216

D. AI Workgroups Update

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Kim d'Arcy introduced Alan Foote, CIM Instructor and Vivian Nguyen, Faculty Center.

219

The tri-chairs have been busy forming the workgroup, developing their charge and

220

membership which meets bi-weekly. The purpose is to develop strategies to

221

integrate AI into institutional operations and align with the Chancellor's Vision 2030.

222

Meeting minutes are posted in AI Sharepoint.

223

224

AI Infrastructure Document- guidance document for integration of AI at Saddleback

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based on the CCCCO's document called HUMANS.

226

227

Professional development has been offered. Recent surveys were sent to students

228

and faculty to assess AI awareness, utilization, needs and potential opportunities.

229

- Students- use appeared to be "sometimes" whereas students feel that Saddleback should be teaching them how to use it appropriately; most students feel it improves the quality of schoolwork; 1/3 are comfortable using it; 45% would enroll in an AI literacy workshop

230

231

232

233

- Faculty/Staff- more than half of faculty who responded use AI Tools for teaching in classroom, but the response rate was low (90 participants)

234

235

236 Resources were linked in PowerPoint and available on Share Point: Sample syllabus
237 language, compilation of syllabus policies on generative AI, and general guidelines
238 for AI policy. Also, available AI: Classroom Management resources compiled by
239 Saddleback AI faculty leaders.

240

241 Next steps: share survey findings; refine the infrastructure document; additional
242 resources; selection and adoption of AI tools across school (i.e., Chatbots)

243

244 **E. Academic Calendar and Grade Submissions**

245

246 Dan Walsh led a discussion. We are hoping to move a contractual day as we work on
247 new calendars. However, this semester is still an issue. Options for this spring-

- 248 • Leave as is and faculty certify on graduation
- 249 • Open it up to enter grades a week before, but certify after graduation
- 250 • In finals week, enter and certify grades, but if a student switches to pass/no
251 pass, the class will bounce back for recertification. Whether or not previously
252 entered grades would still be there is not known. (Technically not an option
253 since the coding has not been developed)

254 Last day of instruction clarification is needed.

255

256 Morgan Barrows motioned to keep the calendar as previously approved. Anwar Hijaz
257 seconded. The Academic Senate voted unanimously to keep the calendar as
258 previously approved.

259

260

261 **10. NEW BUSINESS**

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263 **A. China Program**

264

265 Angela Yang, Director of International Student Programs, and Anthony Szczurek,
266 History professor shared a PowerPoint that provided information about a week-long
267 trip funded by China's Ministry of Education. Last June, 9 Saddleback ASG student
268 leaders attended the trip and then in December, 27 students from EOPS, Puente,
269 Honors, etc... attended. There is another trip planned for this March over Spring
270 Break and they hope to take up to 85 students, 5 faculty, and 5 administrators.

271 Program activities: students learn about culture, art, history, economics, science and
272 technology. They are also looking to include career and major components.

273 These trips promote Saddleback College in the international market and

274 international student enrollment has increased by 66% over the past year. An

275 International Student Mentorship Program has been started at Saddleback by
276 students who attended past travel events.
277 Next steps: working with Chinese officials to include career/major component to trip;
278 providing opportunities for Saddleback faculty to interact with and learn from
279 Chinese colleagues; creating groups of Saddleback students who want to work with
280 International students.
281 Applications are out. They are looking for faculty across the different schools. Faculty
282 must be full-time, but not tenured. Applications due Monday, February 10th.
283

284 **B. Study Abroad – List of Destinations**

285
286 Suki Fisher shared the following areas put in proposals for 2026:
287

- Costa Rica-STEM (BIO 234, BIO 230)
- Florence, Italy- art history
- London, England- graphic design
- Paris, France- interior design, French (FR 1/2/3, and ID 122)

291

292 Suki reviewed the scoring of the programs with Paris and Costa Rica earning the
293 most points and were classified as Academic Programs whereas the Florence, Italy
294 trip was also approved but as an Enrichment Program not directly connected to a
295 specific course.

296
297 Jenny Langrell motioned to approve these selected Study Abroad programs. Ann
298 Marie Breslin seconded. The Academic Senate voted unanimously to approve these
299 selected Study Abroad programs.

300 **C. Flex PD Submission Deadlines**

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303 Frank Gonzalez updated senators on PD submissions. The final date for faculty to
304 turn in Flex hours is June 15th per our contract.

305 **D. Sabbaticals – Improving Approval Rates**

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308 Dan Walsh tabled this item since he is waiting to hear back from the Chancellor. The
309 ducks just did not line up for this to happen today. There are concerns over the
310 sabbatical report reviewers and how they respond to final submissions.

311 **11. COMMITTEE REPORTS**

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314 **A. Executive**

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316 None.

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318 **B. College/Senate Committees**

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320 None.

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322 **12. REPRESENTATIONAL AREA REPORTS**

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324 None.

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326 **13. ADJOURNMENT –**

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328 Dan Walsh adjourned the meeting at 3:39pm.

329

330 **[HANDOUTS DISTRIBUTED WITH AGENDA &/OR AVAILABLE ON THE SENATE](#)**

331 **[SHAREPOINT WEBSITE](#)**

332 AS Agenda - 05 February 2025

333 Agenda Item 4 - Minutes Draft from January 15, 2025

334 Agenda Item 6 - President's Report

335 **CONSENT CALENDAR ITEMS**

336 Agenda Item 8A.1 - Proposed course revisions for 2024-25

337 Agenda Item 8A.2 - Proposed new taxonomic pathways for Culinary for 2025-26

338 Agenda Item 8A.3 - Proposed course revisions for academic year 2025-26

339 Agenda Item 8A.4 - Proposed program revision for 2025-26

340 Agenda Item 8A.5 - Proposed program deletions for 2025-26

341 Agenda Item 8A.6 - Proposed new credit course justifications for 2026-27

342 Agenda Item 8A.7 - Proposed new credit program justifications for 2026-27

343 **OLD BUSINESS**

344 Agenda Item 9A - Approval of Faculty to Serve on Committees

345 Agenda Item 9B - Board Policies/Administrative Regulations - January 24, 2025 BPARC

346 Information <https://livesocccd.sharepoint.com/sites/District/chancellor/dwc/bparac/Handouts/Forms/AllItems.aspx>

347 Agenda Item 10A - China Program - Opportunities for faculty & students to travel to China during Spring Break

349 Agenda Item 10B - Study Abroad – List of Destinations

350 Agenda Item 10C - Flex PD Submission Deadlines

351 Agenda Item 10D - Sabbaticals – Improving Approval Rates

352 **KEYWORDS**