



FOUNDATION

BOARD OF DIRECTORS

Thursday, February 20, 2025, at 8:00 a.m. – 9:30 a.m.
 President’s Large Conference Room - AGB 106 and via Zoom

MEETING MINUTES

Present:	M. Mahboob Akhter Cara Davidoff Kevin Middleton Emily Cramer, staff	Erylne Ballo Anthony Ferry Dr. Elliot Stern	Dr. Morgan Barrows Isaiah Henry Elizabeth McCann, staff
Absent:	Jim Leach Dr. Lisa Schenitzki Paula Barrow, staff	Scott Kitcher Mark Schwartz Andrew Hom, staff	Brendan O’Donnell Kristian Suazo
Guest:	Trustee Lisa Bartlett		

1. Meeting called to order at 8:07 a.m. Quorum achieved.
2. Trustee Lisa Bartlett joined meeting.
 - Trustee Bartlett served as mayor of Dana Point and served on the Orange County Board of Supervisors for District 5, where she was also the Chairwoman, twice. She currently serves on the California Transportation Commission. She also served on the Board of Directors for the Friendship Shelter.
 - She is a native of Orange County and a longtime resident.
 - She has been very generous with the Foundation. During the pandemic, as the former Orange County Supervisor for District 5, she provided the Foundation with a grant for \$200,000 that supported Saddleback students with emergency grants.
 - Looking forward to welcoming Trustee Bartlett to future meetings.
3. Board Development Committee – Elizabeth McCann
 - Scheduling a meeting with Mindy Luebs. She is the Executive Director of nursing at Mission Hospital and a Saddleback graduate.
 - Will be connecting with Laura Hoffman, a Saddleback College Emeritus Faculty member.
 - Working with Scott Kitcher on his list of potential candidates.
 - Cara Davidoff also has potential candidates, and she is expecting her second baby in five days.
 - Working to connect new Board member to the following areas: arts, Veterans, culinary, auto tech and possibly athletics.
4. Finance Committee Updates – Anthony Ferry
 - Finance report was good, even though the end of December ended on a rough note.
 - Assets just under \$10 million at the end of the year across both funds.
 - Trim overexposure of S&P and redirected to a govern credit Breckinridge Intermediate fund.
 - One outlier, watching the Aristotle fund. No recommendation to shift yet.

- Reducing exposure to European International due to general economic uncertainty.
 - Continuing to stay overweight on fixed income.
 - All in all, a good report.
5. Consent Agenda (Action): Approved
 - December 12, 2024, meeting minutes
 - Gifts received (12/1/24-12/31/24)
Motion made by Dr. Elliott Stern, seconded by Kevin Middleton – motion approved.
 6. Faculty Representative Report – Dr. Morgan Barrows
 - Spring semester is full of student activities on campus.
 - Working on the Common Course numbering throughout the state. Working in phases.
 - First phase was the pilot program with six courses.
 - In the process of completing the second phase, which is around 30 courses.
 - Third phase will focus on popular courses.
 - Focused on AI with a lot of workshops for students and faculty.
 - How to create assignments to reduce the use of AI but also incorporate it into the curriculum.
 - How to stop plagiarism.
 - One Book/Once College event has a lot of activities happening which culminates with the author of “*The 57 Bus*” coming to campus on April 23rd.
 - Study Abroad will be going to Paris and Costa Rica this year.
 7. Associated Student Government (ASG) - Kristian Suazo absent – no report
 8. Classified Senate Report – Erlynn Ballo
 - Big push to bring more professional development events on campus for Classified Professionals.
 - One event was “How to Support Stressed Students”.
 - Next is an accessibility workshop focusing on using programs and formatting to make sure we are being inclusive for those students that need more assistance.
 - Professional Development Day is March 18.
 - Will share good work people are doing.
 - Classified Senate AI Presentation
 - Featuring Playlab software. Learn to use Chatbot for Saddleback only.
 - Support work not necessarily student facing.
 - Classified Employee of the Year nominations open.
 - Student Health & Wellness
 - Professional Development - *Stop the bleed*, and *Basic Life Support* sessions offered.
 9. President’s Report – Dr. Elliot Stern
 - Finishing the Quad construction soon.
 - AI Work – Have an existing taskforce for AI
 - Looking at AI past threat.
 - Academics – Looking at tools specifically for students with disabilities to bring everyone up to speed.
 - Will be attending an AI Bootcamp for CEO’s.
 - Ribbon cuttings
 - Softball field Grand Opening in April.
 - Women’s softball is 9-2 this season.
 - ATEP in Tustin, new facilities for Auto Tech and Culinary will start classes in fall semester.
 - Math and Computer Science Building – a late fall or early spring opening.
 - Enrollment is nearing a record high.
 - Second eight-week is working well.
 - Students are taking more units with the eight-week schedule.
 - Get through courses faster and students are more likely to be successful.
 - Common Courses

- Coming together across the country and state to have the same course numbers to eliminate confusion.
 - New Baccalaureate Programs at Community Colleges.
 - Pursuing Medical Lab Technician and Cyber Security programs.
 - Developing 2-year Surgical Technology Program, PTA Program, LVN Extended Care Program.
10. Foundation Report – Elizabeth McCann
- Marketing helped create the Impact Report which has been sent out to multiple groups:
 - Employee donors received thank you notes along with their Statement of Giving for 2023-2024 academic/fiscal year.
 - Letters went out to endowment donors showing how their endowment is doing.
 - Sending reports out to all donors starting at \$500 and up.
 - Distributed across campus to all employees that are not donors.
 - Trying to build a culture of giving on campus.
 - Currently only 7% of employees give. Want to have that circle get larger.
 - Last week we celebrated our second Annual Giving Day.
 - Gave out employee giving logo graphic. On the back there is information on ways to give and a QR code to the payroll deduction form and the online giving link.

Recap on the last two Giving Days:

1st Giving Day – All day celebration

- 12 new payroll deduction donors
 - 16 day-of donors
 - 1 student donor
 - 6 new donors
- \$9,070 total raised (reflects the payroll deduction donors giving for the year)

2nd Giving Day – Scaled back this year. Had to move inside Gateway Building due to rain. Did not have the visibility on the quad like last year due to the quad fenced off for construction.

- 2 new payroll deduction donors
 - 26 day-of donors
 - 4 student donors – one student talked about being homeless, but now has a good job and gave \$100.
 - 13 new donors
- \$2,977 total raised was less due to less payroll deduction donors.

Will go back to building up to the day next year.

- 1st payroll donor appreciation lunch was on the same day. Next year it will be a couple days before the event.
 - Busy Spring
 - March 2 – Table 4 Ten Culinary Arts Event benefits the Culinary Program, is an outside event, but is supported by the Saddleback College culinary students.
 - March 15 – RX3 Celebrity Flag Football game
 - April 10 – President’s Circle sneak peek at ATEP. Culinary and Auto Tech buildings will be 98% finished.
 - May 15 – Scholarship Ceremony in the gym. Partnering with Lantinx graduation event again.
 - June 5 – Employee fundraising event
 - October 11 – 25th Annual Foundation Gala at ATEP.
 - Outreach to former employees for estate planning.
11. Adjourned meeting at 9:09 a.m.