SADDLEBACK COLLEGE – ACADEMIC SENATE
REGULAR MEETING
MINUTES
September 06, 2023
2:00 PM to 4:00 PM
Saddleback College, AGB 106

Senate Officers:

Margot Lovett, Ph.D., President	Present
Heidi Ochoa, President-Elect	Present
Dan Walsh, Past-President	Present
Fémia Scarfone, Vice President-at-Large	Present
Efren Rangel, Vice President for Equity and Inclusion	Present
Michelle Duffy, Ed.D., Recorder	Present

School of Arts, Media, Performance and Design (5)

Maria Mayenzet	Present
Nils Taylor	Present
Steve Rosa	Present

School of Business and Industry (1)

Alan Foote	Present
Emily Quinlan	Present
Taylor Brooks	Present

Division of Counseling Services and Special Programs (5)

Ann Marie Breslin	Present
Michelle Gustafson	Absent
Mike Long	Absent
Roya Aminzadeh	Absent
Jane D. Killer, Alt.	Absent
Jennifer Rachman, Alt.	Absent

Division of Extended Learning (1)

Jill Ibbotson	Present
Stacy Eldred, Alt	Present

School of Health & Wellness (3)

Nahid Meshkin	Present

School of Humanities and Social Sciences (9)

Anwar Hijaz	Present
April Cubbage	Present
Brooke Campbell	Absent
Christina Smith	Present
Emily Blumenthal	Present
Jack Beckham	Absent
Jennifer Hedgecock	Present
Michael Sangervasi	Present

Poly Zweigle	Present
June Millovich, Alt.	Absent
Caroline Gee, Alt.	Absent

Division of Kinesiology & Athletics (2)

Brandee Craig	Present
Lindsay Steinriede	Present

Division of Instructional Support and Teaching Innovations (1)

Jenny Langrell	Present

School of Science, Technology Engineering and Math (7)

Sam Abbas	Present
Jeff Barnett	Present
Morgan Barrows	Present
Teresa Bear	Absent
Sumaya McCleave	Present
Jim Repka	Present
Michele Rousseau	Absent
Frank Gonzalez, Alt.	Absent

Associate Faculty (4)

Eva Marie Rodriguez Morris	Present
Wonderful Nancy Allah	Present

Shared Governance Group Representative

Jenny Langrell, Faculty Assoc.	Present
Chantelle Gil, Classified Senate President	Absent
Mack Healy, ASG	Present

86   **SADDLEBACK COLLEGE – ACADEMIC SENATE**

87

88   MINUTES

89

90   September 06, 2023

91   2:00 PM to 4:00 PM

92

93   **1. CALL TO ORDER**

94

95   The meeting was called to order at 2:01pm.

96

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

98

99   Margot Lovett, Academic Senate President introduced herself and asked all present to

100   introduce themselves and share the area being represented. She also distributed the

101   Academic Senate for California Community College's Local Senates Handbook 2020 revision.

102

103   **3. ADOPTION OF AGENDA**

104

105   Morgan Barrows moved to adopt the agenda with the flexibility to move items to

106   accommodate guests. Dan Walsh seconded. The Academic Senate unanimously approved

107   the adoption of the agenda.

108

109   **4. ADOPTION OF MINUTES FROM May 17, 2023.**

110

111   Dan Walsh moved to adopt the minutes from the previous meeting. Alan Foote seconded.

112   The Academic Senate unanimously approved the adoption of the minutes.

113

114   **5. PUBLIC COMMENTS**

115

116   Margot Lovett explained what constitutes and is appropriate for Public Comments. Dan

117   Walsh reminded that public comments are informational only and cannot be discussed.

118   Morgan Barrows shared a handout for One Book One College and announced that they are

119   looking for ambassadors from each school/division to work to incorporate the selected

120   book in their area. Stipends available. Reach out to Shellie Ochi.

121   Emily Quinlan questioned if perhaps the Academic Senate would be interested in

122   sponsoring faculty to become CPR certified. Dan Walsh shared that this could count for Flex

123   credit.

124   Dr. Jeff Barnett shared that BI and STEM are exploring an Applied Baccalaureate Degree in

125   Cyber Security.

126

127

128
129 **6. PRESIDENT'S REPORT**
130
131 Margot Lovett informed senators of the following:
132 - Update on the college website- clarified that the website is to service both current
133   and prospective students; the committee is being reconvened and will include two
134   faculty members and two students. As a group we need to put together a list of
135   items that we would like to have on the website and the faculty would work with the
136   committee to try to get as much implemented as possible. The two faculty have not
137   yet been chosen. If you are interested, please let Senate Exec know.
138 - New SharePoint site icons on front page; please give feedback on SharePoint
139 - Committee membership- some committees the Senate appoints a member;
140   currently we need representation in Community Outreach (meets once in Oct and
141   once in Feb) and two reps in Equity and Inclusion Council (Thursdays in person 3:30-
142   4:30).
143
144
145 **7. CONSTITUENCY GROUP REPORTS**
146
147   **A. Faculty Association**
148
149 Jenny Langrell shared that negotiations start on Friday at 9am.
150
151   **B. Student Government**
152
153 Mack Healy shared that ASG Exec has not yet met. There is a huge desire for involvement
154 from the students.
155
156   **C. Classified Staff**
157
158 Leah Fallbeck shared that Chantelle Gil is now the Interim President of Classified Senate.
159
160
161 **8. ADOPTION OF CONSENT CALENDAR ITEMS**
162
163   **A. Curriculum**
164
165 Dan Walsh motioned to adopt the Consent Calendar items. Alan Foote seconded. The
166 Academic Senate voted unanimously to adopt the Consent Calendar items. Jeff Barnett
167 abstained.
168
169

170
171 **9. OLD BUSINESS**
172
173 **A. Approval of Faculty to Sit on Committees**
174 Margot Lovett explained why we approve faculty, open committees and voting members
175 versus alternates. Dan Walsh emphasized that representing members are decided by the
176 faculty in the areas. Discussion ensued.
177
178 Dan Walsh motioned to approve changes to Faculty to Sit on Committees. Jim Repka
179 seconded. The Academic Senate voted unanimously to approve changes to Faculty to Sit on
180 Committees.
181
182 **B. Board Policies/Administrative Regulations Update**
183
184 Dan Walsh shared the following that BPARC meets monthly and this time there were 200+
185 BPs/ARs reviewed yet nothing was substantial (mostly grammatical, formatting,
186 capitalization etc...).
187 Board Policy on the naming of buildings was relaxed a bit to allow for renaming if the name
188 was found to be inappropriate etc...
189 Efren Rangel asked if there is someone in the committee who flags BPs/ARs for DEIAA
190 issues. Dan Walsh replied that there are no specialists on the committee; however, HR is
191 supposed to be doing this. If issues are discovered, recommendations can be brought
192 forward. Policies are on a three-year cycle of review.
193
194 **C. Curriculum Update**
195
196 Michelle Duffy shared that over the summer the Curriculum Team and additional
197 Curriculum Committee faculty met to approve consent items. Those items were presented
198 today in the Consent Calendar Items. In addition, the Curriculum Team is finishing up review
199 and changes to impacted programs as well as working with faculty who had previously
200 submitted new courses and/or programs. The next window to submit new course proposal
201 or new program intents closes on Friday, September 22nd. Forms can be found in the
202 Curriculum SharePoint.
203
204 **D. IDEAA Report: Equitable Campus**
205
206 Tabled.
207
208 **E. Legislation Update**
209
210 None.
211

212
213 **10. NEW BUSINESS**
214
215   **A. ZTC- Updated Zero Textbook Cost Pathways and New Stipend Option**
216
217 Nicole Major and Jennifer Pakula are the liaisons between the state AS and Saddleback.
218 They shared the college website with all of the full ZTC programs (credit) and non-credit will
219 be added.
220 They shared the [LibGuide](#) that houses all of the ZTC resources applicable to our courses.
221 There is a yellow ZTC Stipend Opportunities button that explains the ZTC Stipend Categories
222 (Category 1: Previous ZTC Converter, Category 2: New ZTC Converter, and Category 3: ZTC
223 Creator).
224 They are applying for a grant to include a second round of funding. They need student
225 voices as to the importance of ZTC and what it means for students. Sometimes there is an E-
226 book that can be used instead of an OER. Wonderful Nancy shared her frustration in getting
227 a ZTC for international languages and would like to hear those student voices.
228 Please remember to flag courses each semester!
229
230   **B. Caring Campus**
231
232 Leah Fallbeck, Caring Campus Tri-Chair, shared a PowerPoint on Caring Campus that
233 presents the five researched behavioral commitments determined by the Institute for
234 Evidence-Based Change that were found to impact students' sense of community and
235 belonging. The commitments are:
236
237   1. Ten Foot Rule
238   2. Name Tags
239   3. Cross-Department Awareness
240   4. Warm Referrals
241   5. Welcoming Students
242
243 She also shared the Think Tank Outcomes of first draft ideas to support the five behavioral
244 commitments. Various faculty members commended the Caring Campus team for their
245 work. Jennifer Hedgecock inquired about parking and Leah responded that the committee
246 will be looking at that in the near future. Heidi Ochoa shared that Caring Campus has free
247 faculty resources.
248
249   **C. Academic Senate Bylaws Update**
250
251 Margot Lovett shared bylaw revisions which added the 10+1 including Ed Code to the
252 Preamble as well as Title V language. She requested that senators read through the

253 changes, ask for feedback from their areas, and email her if there are questions or concerns.
254 Bylaws come forward for three readings and then a vote.
255   **D. Academic Senate Constitution Revision**
256
257 Margot Lovett shared that our [Academic Senate Constitution](#) had not been revised since
258 October 2003. A [revised version](#) was shown to senators and changes, simplification,
259 updated language was explained to senators. She requested that senators review the
260 revisions, share them, and provide feedback if desired.
261
262   **E. 2023-2024 Senate Goals**
263
264 Margot Lovett shared the Academic Senate draft goals for the 2023-2024 academic year.
265 Goals that start with "Continue to…" are carryovers from the past year that Senate Exec
266 desires to keep working towards. There are two new goals: (1) identifying and addressing
267 the impact of CalGETC and (2) supporting the work of the Teaching Innovations Coordinator
268 and the Center for Teaching Innovations in offering high quality professional development.
269
270   **F. Fall 2023 Faculty Hiring Prioritization**
271
272 Heidi Ochoa shared that the Faculty Hiring Prioritization Committee is a committee under
273 the Academic Senate the works with instructional areas to develop a list of position for
274 faculty hiring. At this time, we need to develop a list of faculty positions needed. This
275 summer, the process was started. 15 applications were submitted and data was distributed
276 to the representational areas. The next step is to rank the positions and then the President
277 will decide on how many on the list are sent up to the district by Oct 1st.
278
279 Ann Marie Breslin asked for clarification of why we are rushing this process. Didn't we just
280 move it up? Dan Walsh clarified that we originally thought we would not be hiring this cycle,
281 but that we need a list to work off of for this cycle since we may be able to hire 1-2 faculty
282 per the FON. Jill Ibbotson asked about how NC hiring works since the FON does not consider
283 non-credit. Efren Rangel emphasized that although hiring is budget driven, categorical funds
284 need to be taken into account for hiring.
285
286 **11. COMMITTEE REPORTS**
287
288   **A. Executive**
289
290 None.
291
292   **B. College/Senate Committees**
293

294 Dan Walsh and TIC emphasized that any presentation during Flex Week about a campus-
295 wide concern should be available online. Ex. Office of Instruction update without an online
296 option nor follow-up.
297
298 **12. REPRESENTATIONAL AREA REPORTS**
299
300 None.
301
302 **13. ADJOURNMENT –**
303
304 Margot Lovett adjourned the meeting at 3:59pm.
305
306
307 HANDOUTS DISTRIBUTED WITH AGENDA &/OR AVAILABLE ON THE SENATE SHAREPOINT
308 WEBSITE
309 AS Agenda - 06Sept2023
310 Agenda Item 4 - Minutes Draft from May 17, 2023
311 CONSENT CALENDAR ITEMS
312 Curriculum:
313 Agenda Item 8A.1 - Summer Curriculum Approvals
314 Agenda Item 8A.2 - Proposed new credit courses for academic year 2024-25
315 Agenda Item 8A.3 - Proposed course revisions and deletions for academic year 2024-25
316 Agenda Item 8A.4 - Proposed program revision for academic year 2024-25
317 OLD BUSINESS
318 Agenda Item 9A - Approval of Faculty to Sit on Committees
319 Board Policies/Administrative Regulations
320 Agenda Item 9B -
321 Agenda Item 9C - Curriculum Update
322 Agenda Item 9D - IDEAA Report and Showcase
323 Agenda Item 9E - Legislation Update
324 NEW BUSINESS
325 Agenda Item 10A - ZTC – Updated Zero Textbook Cost Pathways and New Stipend Options
326 Agenda Item 10B - Caring Campus
327 Agenda Item 10C - Academic Senate Bylaws Update
328 Agenda Item 10D - Academic Senate Constitution Revision
329 Agenda Item 10E - AB 1705 – Throughput data and transfer-level prerequisite for Business
330 Calculus
331 Agenda Item 10F - 2023-24 Academic Senate Goals
332 Agenda Item 10G - New SharePoint Site
333 **KEYWORDS**