

SADDLEBACK COLLEGE – ACADEMIC SENATE
REGULAR MEETING
MINUTES

September 06, 2023

2:00 PM to 4:00 PM

Saddleback College, AGB 106

8	Senate Officers:		53	Poly Zweigle	Present
9	Margot Lovett, Ph.D., President	Present	54	June Millovich, Alt.	Absent
10	Heidi Ochoa, President-Elect	Present	55	Caroline Gee, Alt.	Absent
11	Dan Walsh, Past-President	Present	56		
12	Fémia Scarfone, Vice President-at-Large	Present	57	Division of Kinesiology & Athletics	(2)
13	Efren Rangel, Vice President for Equity and		58	Brandee Craig	Present
14	Inclusion	Present	59	Lindsay Steinriede	Present
15	Michelle Duffy, Ed.D., Recorder	Present	60		
16			61	Division of Instructional Support and Teaching	
17	School of Arts, Media, Performance and Design		62	Innovations	(1)
18	(5)		63	Jenny Langrell	Present
19	Maria Mayenzet	Present	64		
20	Nils Taylor	Present	65	School of Science, Technology Engineering and	
21	Steve Rosa	Present	66	Math	(7)
22			67	Sam Abbas	Present
23	School of Business and Industry	(1)	68	Jeff Barnett	Present
24	Alan Foote	Present	69	Morgan Barrows	Present
25	Emily Quinlan	Present	70	Teresa Bear	Absent
26	Taylor Brooks	Present	71	Sumaya McCleave	Present
27			72	Jim Repka	Present
28	Division of Counseling Services and Special		73	Michele Rousseau	Absent
29	Programs	(5)	74	Frank Gonzalez, Alt.	Absent
30	Ann Marie Breslin	Present	75		
31	Michelle Gustafson	Absent	76	Associate Faculty	(4)
32	Mike Long	Absent	77	Eva Marie Rodriguez Morris	Present
33	Roya Aminzadeh	Absent	78	Wonderful Nancy Allah	Present
34	Jane D. Killer, Alt.	Absent	79		
35	Jennifer Rachman, Alt.	Absent	80	Shared Governance Group Representative	
36			81	Jenny Langrell, Faculty Assoc.	Present
37	Division of Extended Learning	(1)	82	Chantelle Gil, Classified Senate President	Absent
38	Jill Ibbotson	Present	83	Mack Healy, ASG	Present
39	Stacy Eldred, Alt	Present	84		
40			85		
41	School of Health & Wellness	(3)			
42	Nahid Meshkin	Present			
43					
44	School of Humanities and Social Sciences	(9)			
45	Anwar Hijaz	Present			
46	April Cabbage	Present			
47	Brooke Campbell	Absent			
48	Christina Smith	Present			
49	Emily Blumenthal	Present			
50	Jack Beckham	Absent			
51	Jennifer Hedgecock	Present			
52	Michael Sangervasi	Present			

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1. CALL TO ORDER

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

2. INTRODUCE AND WELCOME GUESTS & NEW SENATORS

Margot Lovett, Academic Senate President introduced herself and asked all present to introduce themselves and share the area being represented. She also distributed the Academic Senate for California Community College’s Local Senates Handbook 2020 revision.

3. ADOPTION OF AGENDA

Morgan Barrows moved to adopt the agenda with the flexibility to move items to accommodate guests. Dan Walsh seconded. The Academic Senate unanimously approved the adoption of the agenda.

4. ADOPTION OF MINUTES FROM May 17, 2023.

Dan Walsh moved to adopt the minutes from the previous meeting. Alan Foote seconded. The Academic Senate unanimously approved the adoption of the minutes.

5. PUBLIC COMMENTS

Margot Lovett explained what constitutes and is appropriate for Public Comments. Dan Walsh reminded that public comments are informational only and cannot be discussed. Morgan Barrows shared a handout for One Book One College and announced that they are looking for ambassadors from each school/division to work to incorporate the selected book in their area. Stipends available. Reach out to Shellie Ochi.

Emily Quinlan questioned if perhaps the Academic Senate would be interested in sponsoring faculty to become CPR certified. Dan Walsh shared that this could count for Flex credit.

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

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6. PRESIDENT’S REPORT

Margot Lovett informed senators of the following:

- Update on the college website- clarified that the website is to service both current and prospective students; the committee is being reconvened and will include two faculty members and two students. As a group we need to put together a list of items that we would like to have on the website and the faculty would work with the committee to try to get as much implemented as possible. The two faculty have not yet been chosen. If you are interested, please let Senate Exec know.
- New SharePoint site icons on front page; please give feedback on SharePoint
- Committee membership- some committees the Senate appoints a member; currently we need representation in Community Outreach (meets once in Oct and once in Feb) and two reps in Equity and Inclusion Council (Thursdays in person 3:30-4:30).

7. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Jenny Langrell shared that negotiations start on Friday at 9am.

B. Student Government

Mack Healy shared that ASG Exec has not yet met. There is a huge desire for involvement from the students.

C. Classified Staff

Leah Fallbeck shared that Chantelle Gil is now the Interim President of Classified Senate.

8. ADOPTION OF CONSENT CALENDAR ITEMS

A. Curriculum

Dan Walsh motioned to adopt the Consent Calendar items. Alan Foote seconded. The Academic Senate voted unanimously to adopt the Consent Calendar items. Jeff Barnett abstained.

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9. OLD BUSINESS

A. Approval of Faculty to Sit on Committees

Margot Lovett explained why we approve faculty, open committees and voting members versus alternates. Dan Walsh emphasized that representing members are decided by the faculty in the areas. Discussion ensued.

Dan Walsh motioned to approve changes to Faculty to Sit on Committees. Jim Repka seconded. The Academic Senate voted unanimously to approve changes to Faculty to Sit on Committees.

B. Board Policies/Administrative Regulations Update

Dan Walsh shared the following that BPARC meets monthly and this time there were 200+ BPs/ARs reviewed yet nothing was substantial (mostly grammatical, formatting, capitalization etc...).

Board Policy on the naming of buildings was relaxed a bit to allow for renaming if the name was found to be inappropriate etc...

Efren Rangel asked if there is someone in the committee who flags BPs/ARs for DEIAA issues. Dan Walsh replied that there are no specialists on the committee; however, HR is supposed to be doing this. If issues are discovered, recommendations can be brought forward. Policies are on a three-year cycle of review.

C. Curriculum Update

Michelle Duffy shared that over the summer the Curriculum Team and additional Curriculum Committee faculty met to approve consent items. Those items were presented today in the Consent Calendar Items. In addition, the Curriculum Team is finishing up review and changes to impacted programs as well as working with faculty who had previously submitted new courses and/or programs. The next window to submit new course proposal or new program intents closes on Friday, September 22nd. Forms can be found in the Curriculum SharePoint.

D. IDEAA Report: Equitable Campus

Tabled.

E. Legislation Update

None.

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213 **10. NEW BUSINESS**

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215 **A. ZTC- Updated Zero Textbook Cost Pathways and New Stipend Option**

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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!

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230 **B. Caring Campus**

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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:

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237 1. Ten Foot Rule

238 2. Name Tags

239 3. Cross-Department Awareness

240 4. Warm Referrals

241 5. Welcoming Students

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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.

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249 **C. Academic Senate Bylaws Update**

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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**

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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.

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262 **E. 2023-2024 Senate Goals**

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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.

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270 **F. Fall 2023 Faculty Hiring Prioritization**

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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.

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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.

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286 **11. COMMITTEE REPORTS**

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288 **A. Executive**

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290 None.

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292 **B. College/Senate Committees**

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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.

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298 **12. REPRESENTATIONAL AREA REPORTS**

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300 None.

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302 **13. ADJOURNMENT –**

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304 Margot Lovett adjourned the meeting at 3:59pm.

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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**