

**SADDLEBACK COLLEGE – ACADEMIC SENATE  
REGULAR MEETING**

**MINUTES**

**March 05, 2025**

2:00 PM to 4:00 PM

Saddleback College, AGB 106

**Senate Officers:**

Dan Walsh, President	Present
Frank Gonzalez, President-Elect	Present
Margot Lovett, Ph.D., Past President	Present
Michelle Gustafson, Vice President	Present
Michelle Duffy, Ed.D., Recorder	Absent

**School of Arts, Media, Performance & Design (5)**

Maria Mayenzet	Present
Nils Taylor	Present
Geoffery Munger	Present

**School of Business and Industry (3)**

Emily Quinlan	Present
Taylor Brooks	Present
Lisa Inlow	Present

**Division of Counseling Services and Special Programs (5)**

Ann Marie Breslin	Absent
Casey Eyman	Present
Jennifer Rachman	Absent
Mike Long	Absent
Sarah Chang	Present

**Division of Extended Learning (1)**

Jill Ibbotson	Present
Stacy Eldred, Alt	Absent

**School of Health & Wellness (3)**

James Major	Present
Nahid Meshkin	Present

**School of Humanities and Social Sciences (9)**

Anwar Hijaz	Present
Christina Smith	Present
Emily Blumenthal	Absent
Mako Tanaka	Present
Poly Pantelidou	Present
June Millovich (Alt)	Present

**Division of Instructional Support and Teaching Innovations (1)**

Jenny Langrell	Present
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**Division of Kinesiology & Athletics (2)**

Brandee Craig	Present
BJ McNicol	Absent

**School of Science, Technology Engineering and Math (7)**

Jeff Barnett	Absent
Jim Repka	Present
Michele Rousseau	Present
Morgan Barrows	Present
Sam Abbas	Present
Sumaya McCleave	Present
Todd Brei	Present

**Associate Faculty (4)**

Bruce Gilman	Present
Dave Giordano	Present
Eva Marie Rodriguez Morris	Present
Wonderful Nancy Allah	Present

**Shared Governance Group Representative**

Jenny Langrell, Faculty Assoc.	Present
Erlynn Ballo, Classified Senate	Present
Erlynn Ballo, CSEA	Present
ASG	Absent

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**SADDLEBACK COLLEGE – ACADEMIC SENATE**

**MINUTES**

April 02, 2025  
2:00 p.m. to 4:00 p.m.

**1. CALL TO ORDER**

The meeting was called to order at 2:00pm

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

Dan Walsh, Academic Senate President, asked new senators and guests to introduce themselves and share the area being represented. There were no new senators or guests.

**3. ADOPTION OF AGENDA**

Morgan Barrows moved to adopt the agenda with the flexibility to move items to accommodate guests. Seconded by Todd Brei. The Academic Senate unanimously approved the adoption of the agenda.

**4. ADOPTION OF MINUTES FROM March 5, 2025**

Sam Abbas moved to adopt the minutes from the previous meeting. Morgan Barrows seconded. The Academic Senate approved the adoption of the minutes.

**5. PUBLIC COMMENTS**

Taylor Brooks is seeking an EEO-trained representative to serve on the hiring committee on **May 1st from 12 PM to 5 PM**. If you have EEO and diversity training and are available, please reach out. Ideally, this representative should be from outside your organization and available on the specified date.

Sam Abbas shared that the CA Community College Association 2025 Spring Conference will be held In Irvine April 25-27<sup>th</sup> during the spring. He encourages all faculty to attend. Sam will be leading a DEI workshop and discussing culturally relevant events that can take place on campus. Faculty interested in attending should contact Sam Abbas for more information.

Frank Gonzalez congratulated Taylor Brooks on receiving Tenure.

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**6. PRESIDENT'S REPORT**

Dan Walsh informed senators of the following: None

**7. CONSTITUENCY GROUP REPORTS**

**A. Faculty Association**

Frank Gonzalez, representing the FA, updated on the following: if you have any issues with your prescription plan, please contact Robert Melendez or Claire Cesareo for assistance.

**B. Student Government**

None

**C. Classified Senate/Association**

Erlynn Ballo shared that William Baldwin has been recognized as Classified Employee of the Year. The Career Resource Center is still collecting clothing, shoes, professional wear, hangers, and handbags for a clothing drive. To donate, please email Erlynn Ballo to arrange drop-off or pickup.

**D. California School Employees Association**

None

**8. ADOPTION OF CONSENT CALENDAR ITEMS**

**A. Curriculum**

Taylor Brooks motioned to adopt the Consent Calendar items. Morgan Barrows seconded. The Academic Senate voted unanimously to adopt the Consent Calendar items.

**9. OLD BUSINESS**

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

No changes

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

Dan Walsh shared:

- AR 5070 Update- Senate suggested changes approved at BPARC

**C. Curriculum Update**

Curriculum Chair Michelle Duffy shared in a written statement read aloud by Anwar Hijaz:

- AB 1111 Common Course Numbering (CCN)
  - Course templates for the first cluster of Phase II courses are available on the Chancellor's Office CCN website and our Curriculum Chair sent an email to the respective faculty and administrators with preliminary instructions. The Curriculum Team is in the process of building the course templates in META. Faculty will be notified when they can begin modifications.
  - Phase III input surveys are available on the Chancellor's website and close April 15th; convenings will start in June. The list of courses and convening schedule is available on the Chancellor's Office CCN website. Please submit your name to Dan Walsh, our AS President, if you are interested in attending the convenings. Interested parties will be notified if they are selected to participate and you must be able to attend all convenings.
- Lists of courses up for Scheduled Review were posted in Committee SharePoint on February 28th.
- Guidelines for Scheduled Review and Course Deletions were revised for our new user META interface called Maverick. They are available in the Curriculum Committee SharePoint.
- Courses are due to be reviewed and launched by in META by April 30th
- META workshops are held weekly. Please check Curriculum SharePoint for days and times.

**D. Removal of Honors Board as an Academic Senate Committee**

Margot Lovett motioned to approve the removal of the Honors Board as an Academic Senate Committee. Frank Gonzalez seconded. The Academic Senate voted unanimously to approve the removal of the Honors Board as an Academic Senate Committee.

**E. Update Bylaws to Reflect ATEP Senators**

Dan Walsh shared proposed Bylaws wording changes for the third reading/vote:

**Section 4. ATEP Representation**

Faculty whose primary work location is the ATEP Site shall select one at-large Senator. ATEP faculty are not excluded from serving as a Representational Area senator.

Taylor Brooks motioned to approve the changes to the Academic Senate Bylaws to include the addition of an ATEP Senate representative. Lisa Inlow seconded. The Academic Senate voted unanimously to approve the changes to the Academic Senate Bylaws to include the addition of an ATEP Senate representative.

**F. Academic Senate Elections**

Dan Walsh shared an update on the Academic Senate election, stating that one name was submitted for two positions, and both submissions were uncontested. Michelle Gustafson is for Vice President, and Michelle Duffy for Recorder. Clarrie Cesareo will serve as Past President next year, as Margot Lovett is retiring.

**G. Professional Development Funding**

Dan Walsh shared that due to insufficient Senate funds, requesting to lower allocated amounts to \$1700 for FT faculty and to \$850 for PT faculty or until fund is depleted.

Nancy Allah stated that the part-time amount should not be lowered, and EvaMarie Rodriguez Morris agreed with her. Sam Abbas also expressed that he would be okay with keeping the part-time amount the same.

Frank Gonzalez motioned to approve reduced professional development funding amounts to \$1700 for FT faculty and PT faculty stays at \$900 and/or until fund is depleted. Taylor Brooks seconded. The Academic Senate voted unanimously to approve reduced professional development funding amounts to \$1700 for FT faculty and PT faculty stays at \$900 and/or until fund is depleted. If additional money becomes availed the amount will be raised accordingly.

**10. NEW BUSINESS**

**A. Faculty Hiring Prioritization Update**

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Frank Gonzalez shared key dates of the Fall 2025 Full Time Faculty Hiring Prioritization as follows:

- May 1: **Intent to Request** link and Process Timeline sent via email to Department Chairs and Deans.
- May 15: Intent to Request a Full Time Faculty Position due.
- July 1: Requesting Department Chairs and Deans will receive their access to their Data from OPRA, along with the Request field questions.
- August 15: **Full Time Faculty Request forms** due. Also, each representational

#### **B. Transfer Center Update**

Sarah Chang shared transfer center highlights and updates. See attached presentation. If you have any questions, you can reach out to Sarah Chang [Schang@saddleback.edu](mailto:Schang@saddleback.edu)

#### **C. PVI Process Revision and Template**

Claire Cesareo shared an update on the Program Vitality inquiry process, which is monitored by the EPA. The process is periodically reviewed to determine if revisions are needed, and minor changes have been made to streamline and simplify it. Updates include a three-month timeline, the establishment of specific timelines within the academic year, the creation of a template for committee reports, and the removal of qualitative evidence requirements. Faculty are encouraged to review the revised process and provide feedback. For any questions, reach out to Claire Cesareo.

#### **D. Plenary Resolutions**

Dan Walsh shared:

<https://asccc.org/resolutions-process> - Senators were asked to review the Plenary resolutions packet and reach out to the Senate Executive Committee if you have any recommendations on how the vote should go. Frank Gonzalez and Michelle Gustafson will be attending the ASCC to represent Saddleback College and cast their votes. It's important they are well-prepared, so be sure to review the resolutions and share any strong preferences you have. Your input will help them vote in the best interest of Saddleback College.

#### **E. MFA Update**

Dan Walsh announced that the deadline for Multi-Factor Authentication (MFA) enrollment has been extended. Erlynne Ballo mentioned that students are now receiving more detailed instructions on how to enroll in MFA, particularly for those who have not yet completed the process. Michele Rousseau raised concerns about resources available to students who encounter login issues after enrolling in MFA, and

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it was recommended to contact the Faculty Center for assistance. Additionally, Michele inquired about whether students can access Pronto after enrolling in MFA, and Frank Gonzalez suggested consulting the Faculty Center for clarification on this matter.

#### **F. Elliot Stern, DEIA**

President Stern joined the meeting to discuss DEIA, starting with an explanation of the recent push for Multi-Factor Authentication (MFA). He clarified that the initiative was prompted by a security breach involving a "swatting" incident and a threat made against a faculty member. While the exact number of students who have yet to enroll in MFA is still unknown, efforts are underway to track this and ensure that all students are properly enrolled, especially those who have yet to complete the process. The primary purpose of the meeting was to address questions about DEIA and immigration enforcement. President Stern assured faculty that Saddleback College remains fully committed to DEIA work. The college is not changing its approach in this area, and the administration is able to maintain this stance due to limited federal funding. He emphasized that there is no need for overreaction at this time. Regarding immigration enforcement, President Stern confirmed that support for undocumented students is ongoing, though much of it is intentionally not visible. Undocumented students are invited to workshops, and the college has distributed a one-sheet with guidance about immigration issues. In the event that ICE enters a classroom, faculty should inform them that they do not have the right to enter. Faculty are instructed to send them to the office of Vice President for Student Services, Jennifer LaBounty, which is located in AGB. President Stern emphasized that faculty should not engage further with ICE as it could lead to unnecessary complications. He reassured us that undocumented students are aware of their rights. In response to a faculty question about what to do if ICE refuses to leave a classroom, President Stern advised calling the campus police. The discussion also included faculty concerns about ensuring that students are protected. In response, it was announced that signs will be added to the entrances of main buildings to help everyone feel secure. These signs will use positive, welcoming language to reinforce that both students and employees are supported and welcome.

### **11. COMMITTEE REPORTS**

#### **A. Executive**

None.

#### **B. College/Senate Committees**

None.

**12. REPRESENTATIONAL AREA REPORTS**

None.

**13. ADJOURNMENT –**

Dan Walsh adjourned the meeting at 4:00 pm

**HANDOUTS DISTRIBUTED WITH AGENDA &/OR AVAILABLE ON THE SENATE  
SHAREPOINT WEBSITE**

AS Agenda - 02 April 2025

Agenda Item 4 - Minutes Draft of March 05, 2025

**CONSENT CALENDAR ITEMS**

**Curriculum:**

Agenda Item 8A.1 - Proposed course revision for 2025-26

Agenda Item 8A.2 - Proposed course deletion for 2025-26

Agenda Item 8A.3 - Proposed program revision for 2025-26

Agenda Item 8A.4 - Proposed new taxonomic pathways for Business and Kinesiology for 2025-26 (Spring)

Agenda Item 8A.5 - Proposed new noncredit course justifications for 2026-27

Agenda Item 8A.6 - Proposed new credit program justification for 2026-27

Agenda Item 8A.7 - Proposed new credit courses for UCTCA for 2026-27

**OLD BUSINESS**

Agenda Item 9B - Board Policies/Administrative Regulations - AR 5070 Attendance Update –

Senate suggested changes approved at BPARC

Agenda Item 9E - Update Bylaws to Reflect ATEP Senators

**NEW BUSINESS**

Agenda Item 10B - Transfer Center Update

Agenda Item 10C - PVI Process Revision and Template

Agenda Item 10D - Plenary/Resolutions

Agenda Item 10E - MFA Update

**KEYWORDS**