

**SADDLEBACK COLLEGE – ACADEMIC SENATE
REGULAR MEETING
MINUTES
December 03, 2025
2:00 PM to 4:00 PM
Saddleback College, AGB 106**

8	Senate Officers:				
9	Dan Walsh, President	Present	56	Brandee Craig	Present
10	Frank Gonzalez, President-Elect	Present	57	Jennifer Rohles	Present
11	Claire Cesareo, Past President	Present	58		
12	Michelle Gustafson, Vice President	Present	59	School of Science, Technology Engineering and Math	
13	Michelle Duffy, Ed.D., Recorder	Absent	60		(7)
14			61	David Giordano	Present
15	School of Arts, Media, Performance & Design	(5)	62	Jim Repka	Present
16			63	Michele Rousseau	Present
17	Maria Mayenzet	Present	64	Morgan Barrows	Present
18			65	Nicholas Timmons	Absent
19	School of Business and Industry	(3)	66	Sam Abbas	Absent
20	Emily Quinlan	Present	67	Sumaya McCleave	Absent
21	Taylor Brooks	Present	68		
22	Jane Medling	Absent	69	Associate Faculty	(4)
23	Michelle Weckerly	Present	70	Bruce Gilman	Present
24			71	E.J. Baldonado-Wilkins	Absent
25	Division of Counseling Services and Special Programs	(5)	72	EvaMarie Rodriguez-Morris	Absent
26			73	Wonderful Nancy Allah	Present
27	Casey Eyman	Present	74		
28	Efren Rangel	Present	75	Shared Governance Group Representative	
29	Kolin Williams	Absent	76	Frank Gonzalez, Faculty Assoc.	Present
30	Mike Long	Present	77	Claire Cesareo, Faculty Assoc.	Present
31	Sarah Chang	Present	78	Georgina Martinez, Classified Senate	Present
32			79	Erlynne Ballo, CSEA	Absent
33	Division of Extended Learning	(1)	80	Adriana Maher, ASG	Absent
34	Jill Ibbotson	Present	81	Juliette Sturgis, ASG	Present
35	Stacy Eldred, Alt	Present	82		
36			83	Guests	
37	School of Health & Wellness	(3)	84	Chris McDonald	
38	Nahid Meshkin	Present			
39					
40	School of Humanities and Social Sciences	(9)			
41	Christina Smith	Present			
42	Jake Williams	Present			
43	Jennifer Hedgecock	Present			
44	Mako Tanaka	Present			
45	Megan Martin	Present			
46	Poly Pantelidou	Present			
47	Travis Ames	Present			
48					
49	Division of Instructional Support and Teaching Innovations	(1)			
50					
51	Carolyn Seaman	Present			
52					
53					
54					
55	Division of Kinesiology & Athletics	(2)			

85 SADDLEBACK COLLEGE – ACADEMIC SENATE

87 MINUTES

93 1. CALL TO ORDER

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

97 2. INTRODUCE AND WELCOME GUESTS & NEW SENATORS

99 Dan Walsh, Academic Senate President, asked guests to introduce themselves. There
100 were none.

102 3. ADOPTION OF AGENDA

104 Morgan Barrows moved to adopt the agenda with the flexibility to move items to
105 accommodate guests. Taylor Brooks seconded. The Academic Senate unanimously
106 approved the adoption of the agenda.

108 4. ADOPTION OF MINUTES FROM November 19, 2025.

110 Efren Rangel moved to adopt the minutes from the previous meeting. Taylor Brooks
111 seconded. The Academic Senate approved the adoption of the minutes.

113 5. PUBLIC COMMENTS

115 Emily Quinlan shared she will be presenting on the GPT Zero AI detection tool during
116 Flex week on January 8th at 2pm. Emily will be presenting during Flex week. Faculty who
117 attend will get a free premium account for a month. She shared copies of the teaching
118 user guide to Senators. If there is faculty buy-in it may be a way to get it institutionally
119 adopted. Dan has used software deluxe version. Nice to share widely.

121 Nadine Chaaban, Senator at Large from ASG, mentioned initiative regarding including
122 mental health sessions in courses, especially STEM and Nursing classes. Dan will be
123 bringing information back to group.

126 **6. PRESIDENT'S REPORT**

127
128 Dan Walsh did not have anything to share.
129
130

131 **7. CONSTITUENCY GROUP REPORTS**

132 **A. Faculty Association**

133 Frank Gonzalez, representing the FA, reported:

- 135 • 4 MOUs are in the process of being approved: salary schedule placement for
136 faculty who have tenure from previous institutions, prescription plan for retirees
137 will now have to pay Medicare part D - which is about \$75-80/month, but vision
138 care will now be included and is about same cost as compensation, practicum
139 loading, and clinical pay for nursing contract.
- 140 • There was a long discussion on entering sick time and PNL. A day equals 7.2
141 hours as load. Overload is different and hourly. Reach out to FA exec or school
142 rep if you have questions. Claire added that FA is working on getting a document
143 from district to help explain since Banner has made the communication harder
144 because of hours instead of days. PT has not changed.
- 145 • Claire added that we continue to have payroll issues. Some faculty received only
146 one paycheck combined instead of two. Apparently, this was not the district's
147 doing, but SchoolsFirst. Summer Saver may have been taken out of one paycheck
148 instead of two for this round. Many things still need clarification. District was not
149 aware as Banner still shows two paystubs in the system.

150 **B. Student Government**

151
152 None.

153 **C. Classified Senate/Association**

154 Georgina Martinez shared they are meeting with Chancellor next week about the
155 President's search. There will be a Caring Campus event on the 11th and they are still
156 hashing out details. Classified Senate wanted to thank Senate for the input on what to
157 present for Banner survey concerns.

158 **D. California School Employees Association**

159
160 There is a meeting on December 8th regarding the tentative agreement of the contract.
161
162
163
164
165

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

167

168 **A. Curriculum**

169

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

173

174 **9. OLD BUSINESS**

175

176 **A. Approval of Faculty to Serve on Committees**

177 Taylor Brooks motioned to approve the Faculty to Serve on Committees. Jim Repka
178 seconded. The Academic Senate voted unanimously to approve the Faculty to Serve on
179 Committees.

180

181 **B. Board Policy and Administrative Regulation Advisory Council (BPARC) Update**
182 **BP/AR 4300 Field Trips, Excursions, and Field Study Courses**

183

184 Dan Walsh shared:

185

186 Field Trips, Excursions, and Field Study Courses: lawyers confirmed that we can't use
187 general fund money for travel for athletics and competitions. We used language from
188 other surrounding colleges that didn't end up being completely correct, so we are stuck
189 with this language for now. Trying to encourage colleges to use other funds.

190

191 Group to discuss other BP/ARs. Dan pulled two for the January meeting:

192

193 4230 Grade Symbols: They wanted to add symbolizing for Credit for Prior Learning that
194 seems confusing and BP itself does not spell out what the symbols mean.

195

196 Chris McDonald explained the following for the different symbols: M=military,
197 P=portfolio, C=industry, E=credit by exam.

198

199 Discussion and questions from the group included:

200

201 • Maybe there should be a designation of "CPL" or "CP" before the specific
202 symbols.

203

204 • Can we make sure Articulation and Curriculum be brought into this conversation
205 because it might impact students who are looking to transfer? VPSS should be in

206 meeting, hopefully they can help with the conversation, but faculty who help
207 students with articulation/transfer questions need to be included.
208

209 • CPL is not put in GPA calculations. It depends on what transfer institutions take,
210 some don't even take CPL.
211

212 • Counselors need to be involved because students ask us if they should include or
213 use CPL credits/courses when transferring. It needs to be explicit on transcripts
214 which types of CPL are not part of GPA.
215

216 • C and P letters are already used in regular grades, might be confusing on
217 transcripts.
218

219 • What is considered passing needs to be clarified (C or better, D or better) as
220 students mistakenly think that is a D or better is considered a passing grade.
221

222 5031 Instructional and Course Materials Fee: changes to language are to clarify that the
223 faculty choose instructional materials and clarifies that it is the district that is ensuring
224 students have access on the first day of classes. Differentiates who is responsible for
225 what in terms of faculty vs. district.
226

227 Discussion and questions from the group included:
228

229 • Some of the wording chosen seems strange. Strengthen is a weird word.
230
231 • How are they going to ensure first-day access? Who is going to ensure first-day
232 access? What about students who are not part of programs such as Promise?
233
234 • This is to try to move the district to the Burden-Free initiative for students, felt
235 like it was the BP most appropriate?
236

237 Michelle Gustafson asked to look at 4040 Library Materials BP and asked why they
238 were adding language regarding staff when the policy is about faculty selection of
239 materials. Some felt they should create a different policy about following procedures,
240 processes and operations, not add into faculty's responsibility for the selection of
241 materials.
242

243 **C. Curriculum Update** 244

245 A message from Michelle Duffy was read to remind faculty of the following:

246

- 247 • CCN Phase III templates are being completed. Once they are released, they will
248 be built in META and faculty discipline chairs will be notified. CCN Phase III
249 courses are scheduled to be implemented in fall 2027.

250

- 251 • New courses approved to move forward must be built in META by this Friday,
252 December 5th. In addition, any programs approved to move forward must have
253 their paperwork (narratives, program master, LMI/analysis if needed etc...)
254 submitted by December 5th.

255

- 256 • The next window for new courses proposals and new program initiation forms
257 closes January 23, 2026.

258

- 259 • The Curriculum Team is working through some recent Title 5 changes to the COR
260 including adding course disciplines and incorporating DEIA. Stay tuned for more
261 information in early Spring.

262

263 **D. Banner**

264

265 Dan Walsh opened the floor for comments/concerns. Dan reminded everyone to
266 continue to report issues to deans and Chris McDonald and Sandy Pope.

267

268 Questions from the group included:

269

- 270 • Have things been changed regarding add codes? Can we give add codes or wait
271 until first day of classes? Chris McDonald answered that students shouldn't have
272 to wait any longer.

273

- 274 • Are they still working on progress reports through Banner? Chris McDonald
275 answered that the early alert component is on the list to work on, but building
276 out dashboards first.

277

- 278 • Student was accidentally dropped from a class, but A&R has a form instructors can
279 fill out to get them reinstated. A&R says this is a very common problem.

280

281 **E. Banner Survey Results Update**

282

283 Senators have requested to put forward a motion demanding release of all responses.

284

285 -----

286 The Academic Senate demands the release of all the responses to the Banner Surveys
287 conducted in November 2025.

288

289 Comments that in no way were offensive or unprofessional were excluded from the
290 released results.

291

292 Those in charge of the implementation of Banner should not be the gatekeeper of what
293 is appropriate to release. It is a conflict of interest.

294

295 Employees were told that all the responses would be released prior to the survey
296 starting.

297

298 -----

299 The Academic Senate condemns the statement that Banner implementation is “beyond
300 basic survival to a state of incremental improvement and slow but growing confidence in
301 the system” in a Banner Status Report sent to employees on November 24th. It is not
302 “beyond basic survival” in student services and the “growing confidence” is clearly not
303 supported by the survey results. District should not gaslight employees by calling to
304 “celebrate how far we have come”.

305

306 Discussion and questions on releasing all data from the group included:

307

- 308 • The data already reflected sentiments of how negative the results were, so why
309 did they cut out open-ended answers. Chris McDonald answered that some were
310 removed because of privacy concerns or being considered unprofessional.
- 311
- 312 • Why was the email language celebrating how far we have come when many are
313 still in crisis mode? Chris McDonald answered that district has a dilemma in that
314 classified professionals have broken their backs to get Banner to work, so when
315 do we celebrate their work? He hears Senate’s point but wants to be able to
316 recognize effort of everyone trying to fix the system.
- 317
- 318 • The email was about survey results which are exactly opposite of what the email
319 language is describing. That is the ultimate form of gaslighting.
- 320
- 321 • Results are bad, is there a system that is more stable to go back to? Can we call
322 this a failed experiment yet? Dan answered that there is nothing to go back to.
323 The cost to recreate what we had would be too much.
- 324

325 • There is a way to acknowledge the work that has been done to make it better
326 without whitewashing the struggle we are still going through.
327

328 • Students who were here before Banner would feel very different about how
329 things are working after Banner than students who started with Banner
330 implemented.
331

332 • Having all survey results should be fully disclosed to help us get changes
333 enacted quickly by Banner team. We can make it public which would be a
334 nightmare for Banner.
335

336 • Coast is being sold a bill of goods because Banner is telling them everything is
337 great now. Banner is downplaying bigger issues that survey results could help
338 warn other districts.
339

340 • How many employees do we have? Why didn't more of the employees respond
341 to the survey? Claire answered that the percentage that responded is greater
342 than any other survey we have deployed. Clearly, there was a need for people to
343 say something. Chris McDonald answered that we have over 3,000 employees
344 district-wide.
345

346 • In history of surveys, we have never seen the survey not release all the results,
347 even with identifying results. Concern with not releasing all responses is that it
348 seems more underhanded than necessary. Why put out the survey if not releasing
349 the data and release data to everyone? Whether it's true or not, perception is out
350 there that it was underhanded. Everyone across the board should have the data.
351 They didn't even explain why certain comments were chosen or kept. Release is
352 lacking transparency. These surveys and townhalls are a little too late.
353

354 • Many people took time out of their busy schedule by responding and adding
355 comments. We should honor that time.
356

357 • Chris McDonald stated that the district exec team has full survey results and has
358 shared surveys with Ellucian.
359

360 • Dan reiterated that this discussion is about whether the Senate wants all data
361 released or not. We are trying to take a position on releasing all of the data and
362 comments. For both surveys, students and employees.
363

364 Morgan Barrows motioned to request the data from the Student Banner Survey be
365 divided by those whose 1st semester was Fall 2025 and those who were returning
366 students. Taylor Brooks seconded. Michele Rousseau abstained. The Academic Senate
367 voted to request the data from Student Banner Survey be divided by those whose 1st
368 semester was Fall 2025 and those who were returning students.

369
370 Mike Long motioned to demand release of all responses to the Banner Surveys
371 conducted in November 2025, both the Student Banner Survey and the Employee
372 Banner survey, with redacting names. Casey Eyman seconded. Discussion: Frank
373 Gonzalez shared that he wasn't initially in agreement with releasing all comments, but
374 that Claire made a good point that all previous surveys have released all results and not
375 a good precedent to set by choosing not to release all responses for this survey.
376 Wonderful Nancy Allah abstained. The Academic Senate voted to demand the release of
377 all the responses to the Banner Surveys conducted in November 2025, both the
378 Student Banner Survey and the Employee Banner survey, with redacting names.
379

380 Discussion and questions condemning language used in email about Banner
381 implementation included:

382

- 383 • The statement seems just to be an editorial and not really necessary.
- 384
- 385 • Basic survival is not just for student services, but also in all administration
386 offices. Where will this statement go out? Dan answered it would be emailed and
387 possibly read to the Board if Senate approves as resolution.
- 388
- 389 • Complaining about the positivity of language doesn't make us look great and we
390 would want the positive reasons of email.
- 391 • Can we just express that they are undermining our concerns?
- 393 • Claire proposes we don't send out as a resolution, but just express concerns.

395
396 Since consensus from group did not express support for this particular resolution,
397 Senate did not go through with vote.

398
399 **F. BS in Medical Laboratory Technologist**

400
401 Hencelyn Chu presented on the Baccalaureate MLT program being proposed. The
402 Baccalaureate Governance Review Group recommends submission of program proposal
403 to the CCCCO for approval.

404

405 Presentation of program included the description of program, hybrid format, 4-year
406 degree, which also includes 52 weeks of clinical experience. It will be an extension of
407 current MLT program at Saddleback, but the difference is the Technologist is BA,
408 Technician is AA and scope of practice is different.

409

410 Major workforce is needed and current pathways don't provide enough graduates. 80%
411 of jobs in industry need BA. Salary range is about 50% higher than for employees with
412 AA. There are no direct matches in non-duplicate analysis. Employer surveys and
413 student surveys show high interest. Group is collecting employers' letters of support
414 and on track for getting support and all required documents.

415

416 Discussion and questions from group included:

417

- 418 • Why are other schools not graduating enough students? Hencelyn answered their
419 criteria for admissions are stringent and students difficult to place at clinical sites.
420 What we have is that our students would already have preparation, already have
421 experience, easier to train, and it takes more effort for other colleges to give
422 them that training. Other schools' students come in without any experience and it
423 is harder to train those students.
- 424 • Why MLT students not transferring? Hencelyn answered that other schools
425 require high GPA and many other criteria and their programs are high expense.
- 426 • What are the general ed areas that are being proposed? Hencelyn and Frank
427 answered they are technical writing, philosophy, and a sociology course. Would
428 like to create courses general enough for subsequent BA programs that will be
429 able to be used. BA programs have to have at least 9 upper division units of
430 courses that are not MLT.
- 431 • Will these upper division be more specialized toward medical? Hencelyn
432 answered that they want to make them more general.
- 433 • Will other departments be able to help out and be part of discussions? A BA
434 program came through that needed a geography course without consulting
435 geography dept.
- 436 • If we have philosophy why not foreign languages? For us to have a BA program,
437 CSUs and UCs cannot provide them. We can only offer programs that 4-year
438 institutions don't already offer. CSU Dominguez's program is different because

444 theirs is not inclusive of the units we already offer. Nursing is the only one that is
445 still going back and forth as to whether we can offer the BA. The State has
446 already vetoed for a 2nd time in AB 1400.

447

448 • Cal States are graduating students that allow for students to be technologists
449 but it isn't the same degree as our proposed program. Private schools have
450 similar programs, but we don't have to worry about private institutions.

451

452 Application needs to be submitted by 1/15/2026. Proposed Senate meeting for 12/17
453 or 1/14 to approve before application submitted. Dec. meeting would be a shortened
454 meeting only for this agenda item.

455

456 Discussion on additional date to vote on program: Morgan proposed 12/17 @ 2-3pm.
457 Senate approved. Questions or concerns can be directed to Hencelyn, Frank, or Tram.

458

459 **10. NEW BUSINESS**

460

461 **A. SOCCCD AI Use Guidelines**

462

463 Senate review and support of district employee AI guidelines Mike Sauter, Alan Foote,
464 Kim d'Arcy

465

466 Alan presented guidelines document and language. Alan explained that more will come
467 down the line, but we need basics to start with approved by the colleges and district.
468 Group is trying to get approval from groups at IVC and district. Not meant to be a BP or
469 AR as far as using AI in the district. Need to approve basic guidelines first.

470

471 Discussion and questions included:

472

- 473 • Confused by what guidelines the guidelines are referencing. Language seems
474 circular. Alan answered that CCLC is coming down with guidelines for BP/ARs
475 that this document will be referencing.
- 476
- 477 • Faculty only have to abide by BP/ARs and it wouldn't be good to approve
478 something we haven't seen yet. Others appreciated the comment. Faculty feels
479 the document is too directive.
- 480
- 481 • Maybe use something like "take into consideration" in language. Faculty have
482 academic freedom concerns because of language in the guidelines.

483

484 • Alan brought up other proposed language. People didn't feel it was better,
485 seems more problematic with "shall govern" language. Faculty are only required
486 to follow board policy.

487

488 • These are only recommendations correct? So we don't need guidelines to follow,
489 just have district recommend, is that correct? Alan answered that AI Taskforce
490 has been asked to create guidelines for faculty to follow, not restricted by it. This
491 is in response to getting questions from faculty about what to use or how to use
492 as a faculty member.

493

494 • If district pays for something, maybe. But board can't tell us not to use AI yet.
495 This is a non-starter for Senate right now. Senate should have been brought in
496 earlier to this conversation. We should have opportunity to discuss and send
497 back with questions and recommendations.

498

499 • Chris McDonald and Technology Leadership Team doesn't think the language
500 added is a burden. District is trying to get AI tools in place and they need to
501 have guidelines in place to do this. District wants to turn on Gemini, but need
502 guidelines and legal dept. has to have guideline documents in place. Legal wants
503 faculty and departments to have options. There is no teeth to any of the
504 guidelines, but language must be put in place.

505

506 • There is a problem with the language of "don't use personal AI accounts." Are we
507 going to have access to a variety of AI tools so we can choose what we want?
508 We should be able to use any tools we deem more effective than others and not
509 be inhibited by what the district gives us. All our work is institutional work,
510 teaching included.

511

512 • The language regarding FERPA and HIPAA is already being complied with. Chris
513 McDonald answered that when writing the actual BP, they will include actual
514 language that states what can be used due to HIPPA and FERPA constraints.

515

516 • These guidelines should be vague enough to speak to everyone. Instructors
517 creating presentations and coders. These guidelines should encompass everyone
518 who works in the district.

519

520 • Are we supposed to conform to what the state wants? We are free to do what we
521 want to do at this point.

522

523 • Is this about best practices vs. guidelines? Is that just semantics? Maybe use
524 recommendation?

525

526 • When it becomes a BP, it has to be debated. The wording is a little slippery with
527 language of “follow guidelines.” Consult and consider might be better
528 descriptors.

529

530 • Too many people will read what the guidelines mean is what we are supposed to
531 do.

532

533 • Consensus is that we are not comfortable with the language. Have group rewrite
534 and bring back to Academic Senate.

535

536 • Efren asked if it should be a small group work to bring back to larger group.
537 Group agreed that would be a good idea.

538

539 Taylor Brooks motioned to table the SOCCCD AI Use Guidelines in order to review and
540 revise the original document Alan presented prior to action. Michele Rousseau
541 seconded. The Academic Senate voted unanimously to table the SOCCCD AI Use
542 Guidelines.

543

544 Volunteers to work on AI Guidelines: Claire, Bruce, Dan, and Wonderful Nancy. Claire will
545 be point person for workgroup.

546

547 **11. COMMITTEE REPORTS**

548

549 **A. Executive**

550

551 None.

552

553 **B. College/Senate Committees**

554

555 Calendar Committee: meeting with IVC to discuss discrepancies in college calendars.

556

557 Faculty Development Funding: PT faculty can ask for funding from both schools but if
558 they are using Saddleback funds, they are asked to represent Saddleback at the event.
559 Wonderful Nancy asked if they had to declare as IVC or Saddleback. Dan answered that
560 you can choose as long as not using the district’s funds and representing another
561 college.

562

563 **12. REPRESENTATIONAL AREA/ATEP/PT FACULTY REPORTS**

564

565 Part Time Faculty: Bruce reported that the PT Faculty are preparing a newsletter for the
566 beginning of next semester. Their first order of business is to bring forward a bylaw
567 amendment to propose that there is a PT rep for every area of the school. They would
568 like to move elections to each division/area instead of voting college-wide for 4 PT reps.
569 They will bring this up for the Jan. 21st meeting. Please talk to your faculty during PD
570 week during your division meetings.

571

572 Question: Do you mean all areas like areas including kinesiology, because we are not a
573 school? Bruce answered yes.

574

575 **13. ADJOURNMENT –**

576

577 Meet two weeks from now for special meeting: December 17th @ 2pm.

578

579 Dan Walsh adjourned the meeting at 3:56pm

580

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

583 AS Agenda - 03Dec2025

584 Agenda Item 4 - Minutes Draft from November 19, 2025

585 CONSENT CALENDAR ITEMS

586 Curriculum:

587 Agenda Item 8A.1 - Spring 2026 Curriculum Calendar

588 Agenda Item 8A.2 - Proposed course revisions and deletions for academic year 2026-27

589 Agenda Item 8A.3 - Proposed program revisions for academic year 2026-27

590 Agenda Item 8A.4 - Proposed new credit course justification for academic year 2026-27
591 (Spring)

592 Agenda Item 8A.5 - Proposed new credit course justifications for academic year 2027-28

593 Agenda Item 8A.6 - Proposed new credit program justifications for academic year 2027-28

594 Agenda Item 9A. - Approval of Faculty to Sit on Committees

595 Agenda Item 9B - Board Policy and Administrative Regulation Advisory Council (BPARC) Update
596 BP/AR 4300 Field Trips, Excursions, and Field Study Courses

597 Agenda Item 9E - Banner Survey Results Update; Discussion/Action on survey results with
598 edited written responses. Senators have requested to put forward a motion demanding release
599 of all responses

600 Agenda Item 9F - BS in Medical Laboratory Technologist – Baccalaureate Governance Review
601 Group recommends submission of program proposal to the CCCCO for approval

602 Agenda Item 10A - SOCCCD AI Use Guidelines

603 **KEYWORDS: Banner Complaint, Survey Results, Banner Feedback, MLT, AI Guidelines**