

SADDLEBACK COLLEGE – ACADEMIC SENATE
REGULAR MEETING
MINUTES
April 15, 2026

2:00 PM to 4:00 PM

Saddleback College, AGB 106

8	Senate Officers:		52	Division of Instructional Support and Teaching	
9	Dan Walsh, President	Present	53	Innovations	(1)
10	Frank Gonzalez, President-Elect	Present	54	Carolyn Seaman	Present
11	Claire Cesareo, Past President	Present	55		
12	Michelle Gustafson, Vice President	Present	56	Division of Kinesiology & Athletics	(2)
13	Michelle Duffy, Ed.D., Recorder	Present	57	Brandee Craig	Absent
14			58	Jennifer Rohles	Present
15	School of Arts, Media, Performance & Design	(5)	59		
16	Mayenzet	Present	60	School of Science, Technology Engineering and Math	(7)
17			61		
18			62	David Giordano	Present
19	School of Business and Industry	(3)	63	Kat Shaw	Present
20	Emily Quinlan	Absent	64	Michele Rousseau	Present
21	Taylor Brooks	Present	65	Morgan Barrows	Present
22	Jane Medling	Present	66	Nicholas Timmons	Present
23			67	Sam Abbas	Absent
24	Division of Counseling Services and Special Programs	(5)	68	Sumaya McCleave	Present
25			69		
26	Casey Eyman	Present	70	Associate Faculty	(4)
27	Efren Rangel	Absent	71	Bruce Gilman	Present
28	Kolin Williams	Present	72	E.J. Baldonado-Wilkins	Present
29	Mike Long	Absent	73	EvaMarie Rodriguez-Morris	Present
30	Sarah Chang	Absent	74	Wonderful Nancy Allah	Present
31			75		
32	Division of Extended Learning	(1)	76	Shared Governance Group Representative	
33	Jill Ibbotson	Present	77	Frank Gonzalez, Faculty Assoc.	Present
34	Stacy Eldred, Alt	Present	78	Claire Cesareo, Faculty Assoc.	Present
35			79	Chantelle Gil, Classified Senate	Absent
36	School of Health & Wellness	(3)	80	Erlynn Ballo, CSEA	Absent
37	Kate Magsino	Absent	81	Juliette Sturgis, ASG	Absent
38	Nahid Meshkin	Present	82	Guests:	
39			83	Catherine Hayter	
40	School of Humanities and Social Sciences	(8)	84	Chris McDonald	
41	Brenda Plascencia-Carrizosa	Absent	85	Jennifer McConkey	
42	Christina Smith	Present	86		
43	Emily Blumenthal	Present			
44	Jake Williams	Present			
45	Jennifer Hedgecock	Present			
46	Mako Tanaka	Absent			
47	Megan Martin	Present			
48	Travis Ames	Present			
49	Erica Vogel, Alt				
50	Present				

SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES

April 15, 2026

2:00 p.m. to 4:00 p.m.

1. CALL TO ORDER

The meeting was called to order at 2:00pm. Dan Walsh pointed out that our agenda is now Title 2 compliant. 😊

2. INTRODUCE AND WELCOME GUESTS & NEW SENATORS

Dan Walsh, Academic Senate President, asked guests to introduce themselves. None present.

3. ADOPTION OF AGENDA

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

4. ADOPTION OF MINUTES FROM April 1, 2026

Dave Giordano moved to adopt the minutes from the previous meeting. Maria Mayenzet seconded. The Academic Senate unanimously approved the adoption of the minutes.

5. PUBLIC COMMENTS

None.

6. PRESIDENT'S REPORT

Dan Walsh shared:

- AS Executive Team election results: Recorder- Carolyn Seaman (Fall 26) and Michelle Duffy (Spring 27) won the election
- Revisit of reorg: Three years have passed since the college's division/school reorganization, he feels it is time to sit back and evaluate the results. There have been some successes and difficulties. He recommends that the Academic Senate work with the Deans in an honest appraisal of the reorganization. He does not think that the Office of Instruction should be directly involved in the process given the potential bias and problems from their role in the initial reorganization.

7. CONSTITUENCY GROUP REPORTS

A. Faculty Association

Frank Gonzalez shared that starting Aril 24th they will be holding elections for the FA exec positions as well as the reps (if there are multiple interested from your instructional area).

Claire Cesareo shared that the negotiation process is starting and the information from the PD Week forum has been compiled and a survey will go out for feedback. Most likely it will be sent after the elections,

Frank Gonzalez thanked those who voted for the MOU. Vision is now covered in retirement.

B. Student Government

None.

C. Classified Senate/Association

None.

D. California School Employees Association

None.

8. ADOPTION OF CONSENT CALENDAR ITEMS

Curriculum

None at this time.

9. OLD BUSINESS

A. Approval of Faculty to Serve on Committees

No changes.

B. Board Policy and Administrative Regulation Advisory Council (BPARC) Update

Dan Walsh shared:

- AR-7123, Faculty Hiring, Update; Dan walked through the changes which were outlined at the BPARC meeting on Friday. Bottom line- student inclusion is up to the discipline experts, the process must go to the Academic Senate for approval, and someone from the original hiring process (ie. Committee chair or designee) must be present at the student participation activity. It was suggested that an addition be made regarding how and when the results of the student activity will be made. “The Committee Chair or designee shall share the results of the student participation activity at the President-level interview.”

Morgan Barrows moved to support AR 7123 with the added sentence “The Committee Chair or designee shall share the results of the student participation activity at the President-level interview.” Taylor Brooks seconded. The Academic Senate unanimously to support AR 7123 with the added sentence “The Committee Chair or designee shall share the results of the student participation activity at the President-level interview.”

- AR-3415 Immigration Enforcement Activities- revision; Added notification of campus community if ICE (or similar) is on campus. *Approved*

- AR-3736 Information Security – Cloud Storage- revision; minor stuff. *Approved*
- BP-4010 Academic Calendar- revision; renaming of March 31st holiday to Farm Workers Day. *Approved*
- BP/AR-4102 Career Technical Education Programs- revision Updating to new regulations. *Approved*
- BP/AR-4225 Course Repetition and Repeatable Courses-revision Updating to new regulations. *Approved*
- AR-4232 Pass/No Pass-revision; Updating to new regulations. *Approved*
- BP-4250 Academic or Progress Notice, Pause, and Restart- revision Updating to new regulations & rewording (*Academic Notice*, not *Probation*). *Approved*
- AR-5011 Admission of Concurrently Enrolled K-8 Students- revision; clarification of being approved for a instructor and course rather than specific section; Updating to new regulations. *Approved*
- BP/AR-5013 Military Affiliated Students- revision; *Pulled for review*
- AR-5017 Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information – revision; wordsmithing; *Approved*
- BP/AR-5030 Student Fees- revision; Updating to new regulations. *Approved*
- BP-7120 Recruitment, Selection, and Hiring- revision; Updating to new regulations. *Approved*
- BP-7133 Academic Ranking- revision; No content change, just rewording for clarity. *Approved*
- BP/AR-7165 Enrollment Fee Reimbursement for Eligible Employees
- BP/AR-7349 Entering Employee Time/Leave- new; Updating to new regulations. *Approved*
- BP-7380 Retiree Health Benefits for Management & Academic Employees- Approved by FA; *Approved*

Vast majority went through with minor changes as well as Title 5 changes.

C. Curriculum Update

Michelle Duffy reminded faculty of the following:

- The list of courses up for scheduled review is posted in the Curriculum SharePoint and courses are due to be launched in META by April 30th. Once approved, the course revisions will be viable for fall 2027. Michelle Duffy is the chair for HSS, STEM, Emeritus, and HW. June Millovich is the chair for AMPD, BI, ED, and KNES.

- Reasons for an unscheduled review: ADT changes, licensure in jeopardy, course changes that impact another course, and articulation concerns.
- META workshop dates are posted in the Curriculum Committee SharePoint under Courses> Scheduled Review. There are only three left!
- A revised Scheduled Review Handbook is posted in SharePoint. Please be sure to use it since it contains changes to the COR: TOP-CIP alignment as we transition to using CIP only as well as details about including DEIA and UDL in the COR per Title 5 55001.
- SLOs may only be updated when courses are up for their scheduled review. Kathy Damm, the SLO Coordinator, is available if help is needed with SLOs.

D. ADA Compliance

Frank Gonzalez- Teresa Bear (Chemistry) working with Faculty Center, Jenny Rodriguez, came up with some standard statements to include your syllabus:

Sample Accommodation Statement:

Syllabus: 1. This course has been designed with accessibility in mind to support the success of all students. If you encounter any barriers to accessing course materials or need content in an alternate format, please contact the instructor as soon as possible.
Content: 1. This content has been created to be universally accessible. If you require this material in an alternate format, please contact the instructor.

Emily Blumenthal shared that when some YouTube videos migrated in Canvas, they did not retain auto-transcriptions when moved and the Faculty Center is working on a solution.

Morgan Barrows inquired about student submitted work. Do students need to make things accessible? Most faculty are not trained to teach that component. Clarification will be coming.

E. Non-Credit Instructor Minimum Qualifications Resolution

Michelle Duffy, Co-Curriculum Chair, presented the following resolution:

In order to maintain academic integrity and consistency in the district and allow students the possibility of converting non-credit work to credit work, the Academic Senate of Saddleback College supports that faculty teaching non-credit courses must meet the same minimum qualifications required of faculty teaching credit-bearing courses if the courses are mirrored for credit.

Discussion ensued. Frank Gonzalez- there is a push at the state level for more non-credit. It would not impact Emeritus.

Michelle Duffy moved to support Saddleback College's Non-Credit Instructor Minimum Qualifications Resolution. Jennifer Rohles seconded. The Academic Senate voted

unanimously to support Saddleback College's Non-Credit Instructor Minimum Qualifications Resolution.

F. Student AI Guidelines

Dan Walsh revisited the Student AI Guidelines document shared at our last meeting. Frank Gonzalez moved to adopt the Student AI Guidelines. Kolin Williams seconded. The Academic Senate unanimously adopted the Student AI Guidelines.

10. NEW BUSINESS

A. PT Faculty Committee

Bruce Gilman showed the Part-Time Faculty Academic Senate Committee One Sheet which includes 10 area representatives, 2 chairs, 4 At-Large members, and non-voting members for constituent representatives. He read the purpose statement of the committee as an advisory committee to the Saddleback College Academic Senate advocating for the professional interests and equitable treatment of part-time faculty.

Questions were proposed as to why the VPI and ASG were included as non-voting, advisory members. It was recommended that those individuals be removed and invited as their input is needed. Consensus was that those two non-voting members be removed from the membership.

Bruce Gilman moved to approve the adoption of the Part-Time Faculty Academic Senate Committee One Sheet with the removal of the VPI and ASG representative as non-voting members. Nancy Allah seconded. The Academic Senate unanimously approved the adoption of the Part-Time Faculty Academic Senate Committee One Sheet with the removal of the VPI and ASG representative as non-voting members.

B. Test Proctoring & AI-related Concerns

The English Department requested to address the Senate to share current proctoring efforts, gauge campus-wide need, and seek support for establishing an institutional proctoring service. This presentation may be held at our next meeting once investigation of the resolution 105.03 has happened.

Frank Gonzalez shared Resolution 105.03 about developing systemwide policies to address academic integrity as well as ongoing funding for the establishment and operation of universal testing centers at all California Community Colleges. Frank Gonzalez noted that in one of the "Whereas" in the resolution adds that transfer could be impacted if certain courses are completed fully online.

Claire Cesareo noted that things move slowly and it may be a good idea for the English Department to share the stopgap measures that they have been doing in the meantime.

Catherine Hayter asked if other departments need support.

Saddleback Academic Senate can author a resolution in support of Resolution 105.03. Dan Walsh will bring a draft to our next meeting.

A concern with in-person testing making the course be labeled as a hybrid course was voiced.

C. Academic Calendar 2028-2029

Dan Walsh shared a draft of the 2028-2029 Academic Calendar which is available in SharePoint. The Saddleback College Academic Calendar Committee is meeting soon. Ask for feedback from your people.

Broad questions- Maureen Smith; other- ask your committee member (list of members can be found on SharePoint).

11. COMMITTEE REPORTS

A. Executive

Frank Gonzalez- District AI Workgroup shared that there is a District AI Resource Hub

B. College/Senate Committees

Senate Committees

- Full-Time Faculty Hiring Prioritization- Frank Gonzalez shared that the committee met and set up a timeline for next year; the dates parallel those from last year with intent to request coming out May 1st-ish and being due May 15th -ish; Once submitted OPRA will pull the data

College Committees

- College Resources- Frank Gonzalez shared that CRC requests will be ranked this Friday and submitters should be hearing soon

12. REPRESENTATIONAL AREA/ATEP/PT FACULTY REPORTS

Carolyn Seaman- Summer and Fall courses- direct database links from the library will not work and after May 26th the links from the databases will be correct. Canopy films are being renewed for fall.

13. ADJOURNMENT –

Dan Walsh adjourned the meeting at 3:23pm.

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

AS Agenda - 15Apr2026

Agenda Item 4 - Minutes Draft from Apr 01, 2026

Agenda Item 9.1 - Approval of Faculty to Serve on Committees - no changes

Agenda Item 9.2 - Board Policy and Administrative Regulation Advisory Council (BPARC) Update

AR-7123, Faculty Hiring, Update

AR-3415 Immigration Enforcement Activities

AR-3736 Information Security – Cloud Storage

BP-4010 Academic Calendar

BP/AR-4102 Career Technical Education Programs

297 BP/AR-4225 Course Repetition and Repeatable Courses
298 AR-4232 Pass/No Pass
299 BP-4250 Academic or Progress Notice, Pause, and Restart
300 AR-5011 Admission of Concurrently Enrolled K-12 Students
301 BP/AR-5013 Military Affiliated Students
302 AR-5017 Responding to Inquiries of Immigration Status, Citizenship Status,
303 and National Origin Information
304 BP/AR-5030 Student Fees
305 BP-7120 Recruitment, Selection, and Hiring
306 AR-7122 Recruitment and Selection: Classified Staff
307 BP-7133 Academic Ranking
308 BP/AR-7165 Enrollment Fee Reimbursement for Eligible Employees
309 AR-7270 Student Hourly Workers
310 BP/AR-7349 Entering Employee Time/Leave
311 BP-7380 Retiree Health Benefits for Management Team and Academic Employees
312 Agenda Item 9.4 - ADA Compliance
313 Agenda Item 9.5 - Non-Credit Instructor Minimum Qualifications Resolution
314 Agenda Item 9.6 - Student AI Guidelines
315 NEW BUSINESS
316 Agenda Item 10.1 - PT Faculty Committee
317 Agenda Item 10.3 - Academic Calendar 2028-29
318 **KEYWORDS: Faculty Hiring Prioritization, ADA Compliance; Part Time Faculty Committee;**
319 **BPARC; Soft Phones; Telephony**