



ACADEMIC • SENATE

Minutes

Thursday, September 25th, 2025

2:00 – 3:45 p.m.

Present: Karen Marrujo, Elizabeth Fontaine (as proxy for Fabienne Bouton), Bri Brown, Dan Curtis, Rita Ghazala, Nancy Bahena (as proxy for Moriah Gonzalez-Meeks), Karla Gutierrez, Debra Hills, Amy Huie, Octavio Leal, Rachel Polakoski, Joan Rettinger, Wayne Ross, Christopher Torres, Asma Yassi

Absent: Fabienne Bouton, Frantz Farreau, Moriah Gonzalez-Meeks, Rachelle Panganiban, Miriam Simpson, Heidi Wilson

Guests: Annalinda Arroyo, Jessica Hurtado, Bri Hays, Aaron Bruce

Recorder: Aiden Lovewell

The Senate minutes are recorded and published in summary form. Readers of these minutes must understand that recorded comments in these minutes do not represent the official position of the Academic Senate. The Academic Senate expresses its official positions only through votes noted under "Action." In accordance with the Ralph M. Brown Act guidelines, Senators voting "nay" or abstaining will be identified. All other present members will be assumed to have voted "aye."

1. **Call to Order** – Karen Marrujo, the Academic Senate President, called the meeting to order at 2:06pm.
2. **Introductions** – Academic Senate members and guests introduced themselves.
3. **Public Comments** – Rianna, a student at Cuyamaca College, shared information about the MacaThrift student club. The club is looking for new students to carry on the work. All of the clothes are \$1 to \$5 to keep it affordable and 100% of the proceeds go back to student clubs and organizations.
4. **Announcements** –
 - A. Fall 2025 Workshops:
Karen shared the information for the Accreditation fall workshops. There was an in-person workshop before today's senate meeting from 11:30 to 2pm. There will be another workshop online tomorrow, September 26th, from 2pm to 4pm.

B. Vote in the Halloween Race:

Karen shared details on the Halloween rubber duck race that Frank is coordinating in the mailroom. There is a google doc form for voting.

C. Invite: Become a Puente Mentor:

Karen shared the information for becoming a Puente mentor. This is essential work that will help create a support network for students. All of the dates are available on the Academic Senate website.

D. 2025 Women's Volleyball Schedule:

Karen shared the upcoming women's volleyball events. The events will take place on Friday, October 17th and Friday, November 14th.

E. Academic Senate Faculty Feedback Form (Fall 2025):

Karen shared the Academic Senate Faculty Feedback Form with senators. This is a resource for faculty and it is important to ask for individualized, specific support.

F. Other

ThRIVE event after AS meeting. Yoga and meditation session, 1 hour of relaxation, October 9th.

5. Adoption of Unanimous Consent Items – *Grouped items for unanimous approval or endorsement without discussion. Any item can be pulled from unanimous consent. In the case an item is pulled, it will be individually considered later in the meeting under "Action Items."*

A. Approval of 09-11-25 Minutes:

The senate reviewed the minutes from 9/11/2025.

B. ROC Charge and Composition:

The senate reviewed the ROC charge and composition changes.

C. ROC Supplies, Equipment, and Miscellaneous Requests Form:

The senate reviewed the ROC form.

D. ROC Supplies, Equipment, and Miscellaneous Requests Rubric:

The senate reviewed the ROC rubric.

The senate voted to approve the consent calendar through unanimous consent. Motion passes by unanimous consent.

6. Action Items –

A. Items pulled from Unanimous Consent:

None

7. Information Items –

A. IMPORTANT: Still need an Academic Senate Election Coordinator:

Karen reminded senators that Academic Senate still needs an Academic Election Coordinator for fall 2025 through spring 2027. The coordinator would facilitate the fall 2025 Academic Senate President Election, the spring 2026 Senate Officers Election, and the spring 2027 Senate Officers Election. If anyone has any interest, please email Rachel Polakoski and Karen Marrujo. Kim Dudzik was the last coordinator and she is offering to help whoever takes over.

B. Call for Feedback on proposed revisions to the Cuyamaca College Academic Senate Constitution and Bylaws:

Karen shared our current Constitution and Bylaws and is asking for feedback on the proposed revisions. These are linked in the agenda and on the AS website. All feedback is welcome. The changes include clarifying the work and adding language around unity. The membership section is receiving changes to CE and AHSS division grouping. Senators discussed adding the full-time faculty count to each division to see what the representation is.

C. Memorandum of Understanding (MOU) between Grossmont-Cuyamaca Community College District and National University:

Karen reviewed the MOU with senators. Barbara Gallegos came to our last meeting to share this and we have sent feedback to her. Grossmont College noticed that this had no faculty feedback so the MOU is being pulled for now. This won't be an actionable item until the feedback questions have been answered but will return on the agenda for regular updates.

D. East County Education Alliance Focus Plan 2025-2026:

Karen reviewed the plan with senators and asked for feedback. This one won't be coming back to our meetings but feedback is always appreciated.

E. Items from the Program Review Steering Committee (PRSC):

i. PRSC Charge and Composition Changes:

The senate reviewed the proposed changes. Bri Hays noted that the charge and composition was reviewed and it needed to be cleaned up. There will now be two student representatives in the composition, an update to the meeting schedule to end the meetings 15min earlier, displaying the faculty members by division, and some updated language for clarification. This will return at the next meeting for approval.

ii. Proposed PRSC Rubrics:

Bri Hays shared three PRSC rubrics with senators. Bri noted that the feedback from faculty made it clear that the PRSC rubric feedback was not specific enough. The feedback form didn't specify why faculty were

receiving their score. Due to this, these rubrics have been updated to model the ACCJC rubrics. The rubrics will be posted in as many places as possible for people to see and access them easily. These will come back at the next meeting for approval.

F. College Technology Committee, Proposed Revisions to Charge and Composition:

The senate reviewed the proposed revisions to the CTC charge and composition. Jessica Hurtado noted that the charge needed to be reviewed as it was confusing in some areas, especially in the order of communication. The goal is to have the charge reflect the communication process. ROC was added to the charge because that is the first place that CTC reports to. There was also a small composition change as there is no longer a Senior Director of Information Systems. That position will now be open to a District IT Representative. This will return at our next meeting for endorsement.

G. Curriculum October Board Packet:

The senate reviewed the October board packet from Curriculum Committee. Annalinda Arroyo noted that all curriculum sent from here on out will need to have updated out-of-class assignments.

H. Curriculum Standardized Attendance Accounting Method (SAAM) Update:

The senate reviewed SAAM update from Curriculum. Annalinda shared that at the last curriculum meeting, Jeanie Machado Tyler, the Vice President of Instruction, put together this overview of SAAM. The funding from the state for courses is now based on the units listed in the COR and will no longer be based on contact hours. These “dangling hours” that are left will need to be addressed and that change will be unique to each division and course. This will also be affecting load. Annalinda also noted that there is a lot of cleanup and work involved with this update and asked everyone to please be patient with the process.

I. AI District Task Force Update:

Karen shared an update on the AI District Task Force. The AI District Task Force met on Friday. The main takeaway from the meeting was the large amount of work needed to organize on the campus level to bring information into that space. Bri Brown noted that the 32 person group was large and the group structure was a little bit confusing. Jessica Hurtado, who is a co-chair in that group, noted that this is good feedback and that the space is designed to find an opportunity to find the policies and perspectives to consider when it comes to how you would use AI if you do choose to use it. This is a very complex topic that will need intentional time and conversations.

J. Feedback on the following items currently being reviewed by the Human Resources Council (HRC):

These were discussed at the last meeting. HRC has not met to review these yet so there is still time for feedback.

i. Recruitment Timeline:

ii. BP 2510:

iii. AP 2510:

iv. DEIAA Language for Job Descriptions:

8. Reports –

A. Updates from Curriculum:

None

B. Outcomes and Assessment Committee Update:

None

C. Additional Committee Updates:

None

D. Academic Senate President's Report:

Karen thanked Rachel for the unofficial VP notes on the meetings.

E. Vice President's Report:

Rachel shared open committees and thanked everyone who has joined hiring committees, they are all complete and moving forward. There will be more on the way soon.

F. Part-Time Faculty Report:

None

G. Other:

None

9. Adjourn – Karen Marrujo adjourned the meeting at 3:08pm for a special Academic Senate SSEC Workshop at 3:15.