

- I. Sarah Rector called the meeting to order at 8:04 a.m.
- II. Roll Call, Introduction of New Members, Proxy Members, and Invited Guests:
Voting Members: Sarah Rector (Vice-President, Fine & Applied Arts); Rickelle Syrdahl (Secretary, Natural Science); Jim Carson (Career Education), Lupe Guillen (Health Careers), Dave Kavern (Kinesiology), Joy Lawrence (Language Arts), Vira Lozano (Social Science), Miguel Ruelas (Math), Ana Ceballos (Student Services), vacant (Adjunct Faculty Representative)
Advisory/Non-Voting Members: Robert Simpkins (Past President); Joel Wiens (PC Foundation), Dustin Acres (Curriculum), Joy Lawrence (CCA/Distance Education Committee) Melissa Long (Outcomes)
Guests: none
Absent: Rebecca Baird (President)
- III. The agenda was approved *(M-S-P, Jim Carson, Dave Kavern).
- IV. The 12/8/23 minutes were approved *(M-S-P, Rickelle Syrdahl, Miguel Ruelas)
- V. Public Comments
 1. None
- VI. Discussion/Action Items:
 1. New Senate Adjunct Representative
 - a. Counselor Marley Wynn has been appointed as the new adjunct representative.
 2. Distinguished Student Ceremony Date and Planning
 - a. Friday April 26th was determined to be a date that doesn't conflict with other events.
 - b. A request was made to include additional faculty in the planning process, with discussion following.
 3. Academic Year 2025/26 Calendar and Spring Break
 - a. Motion to have the PC Spring Break aligned with PUSD *(M-S-P, Jim Carson, Ana Ceballos) – 9 for and 1 opposed (Joy Lawrence, Language Arts)
 4. Summer Schedule Alignment
 - a. See document on proposal for summer scheduling. Make decision for this summer and as stated in document Senate will adjust the chart each Fall. Motion to accept the proposal with provided infographic for this summer with the included proviso for how to get permission to go outside the time block *(M-S-P, Jim Carson, Lupe Guillen).
 5. Election Buddy Funding
 - a. Motion for approval of payment for use of Election software (e.g. Election Buddy) for elections *(M-S-P, Rickelle Syrdahl, Lupe Guillen)

6. Additional Senate Advisory Members
 - a. Discussion occurred. - Tabled until next meeting.
7. PTK Honors Program Task Force
 - a. Any volunteers? Go back to divisions and ask for any volunteers.
8. Possible Fire Drill in Spring Semester
 - a. This has been postponed until the Fall semester.
9. Artificial Intelligence Workgroup
 - a. Ask divisions who wants to be involved. Maybe a flex day discussion, maybe bring in an expert. AI detector on Turn it in became paid option. Earliest we would have budget to bring back is July 1.

VII. Reports

1. Senate President – Learned Dualenroll.com is out and working for us to discover bugs and fixes. They are looking for ways for students to drop themselves from classes. Dual enrollment faculty need to be more careful about rosters. Orientation was on Jan 10th; Pass along Bookstore issues in Divisions to Rebecca, remember to submit book requests including OER or ZTC; Senate Presidents are now being included in the Fraud enrollment discussions going on at the district. The district is using AI to figure out which are likely fraud enrollments; At a webinar about i.d. me and CCCApply a new verification system rollout for next week was discussed and looks promising; The district is responsible for any financial aid money that was sent out to fraudulent enrollments; some classes were overenrolled due to fraud issues too.
2. Curriculum – Still discussing whether DEIA will be added to the COR and if so, how. So far, no change to Title V mandating this. New Cal-GETC requires all transfer degrees to come through Curriculum again. Curriculum is trying to get some extra funding for this process.
3. Distance Education – none
4. Outcomes – none
5. Equivalency – none
6. OER/ZTC – none
7. CE – Hit hard by fraud enrollments. Some classes cancelled after realized only 3 real students enrolled.
8. Fine and Applied Arts – none
9. Health Careers – none
10. Kinesiology –
11. Language Arts - none
12. Mathematics – none
13. Natural Sciences - none
14. Social Sciences – none
15. Student Services – Enrolling students, if need
16. Adjunct Faculty – none
17. CCA – check load sheets for correct

- 18. Guided Pathways – none
- 19. PC Foundation – none

VIII. Adjourn: 9:22 a.m.

Respectfully Submitted,

Rickelle Syrdahl, Secretary-Treasurer

**In consideration of the Brown Act, Items considered to be part of routine procedural business or that incur a unanimous vote have been determined to not require delineation of votes.*