



**MT. SAN ANTONIO COLLEGE ■ EDUCATION TECHNOLOGY COMMITTEE ■ MINUTES**

**OCTOBER 27, 2025**

**2:00-3:30P- 414-2130**

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**MEMBERSHIP**

<input checked="" type="checkbox"/>	KELLY FOWLER, CO-CHAIR	<input checked="" type="checkbox"/>	SARA MESTAS, CO-CHAIR	<input checked="" type="checkbox"/>	SYLVIA RUANO	<input type="checkbox"/>	ANTHONY MOORE	<input checked="" type="checkbox"/>	SONIA ORTEGA	<input checked="" type="checkbox"/>	JONATHAN JOHANNSEN
<input type="checkbox"/>	JESSICA FULLER	<input checked="" type="checkbox"/>	HUGO AGUILERA	<input checked="" type="checkbox"/>	DONNA BALDUCCI-LOPEZ	<input checked="" type="checkbox"/>	ERIK PENA	<input checked="" type="checkbox"/>	AMELIA MARTINEZ	<input checked="" type="checkbox"/>	ANTHONY MESTAS, RECORDER
<input checked="" type="checkbox"/>	TIFFANY KUO, GUEST	<input checked="" type="checkbox"/>	LANDRY CHAPLOT, GUEST	<input checked="" type="checkbox"/>	DAVID SARABIA, GUEST	<input checked="" type="checkbox"/>	CHRIS SCHROEDER, GUEST	<input type="checkbox"/>		<input type="checkbox"/>	

	TOPIC	UPDATES/DISCUSSION	OUTCOME/ACTION
1.	Welcome & Introductions	<ul style="list-style-type: none"> <li>Committee members introduce themselves, welcoming AAC&amp;U Institute guests.</li> </ul>	Meeting called to order at 2:04
2.	Review Today's Agenda and <a href="#">Meeting Minutes September 22, 2025</a>	<ul style="list-style-type: none"> <li>Acronym correction or clarification is required from Academic Senate EDC vs. ETC vs. Ed Tech Committee</li> </ul>	Motion to approve September 22, 2025, meeting minutes, S. Ruano; second A. Martinez. Motion passes
3.	<a href="#">AAC&amp;U AI Institute Update</a>	<p>Update provided by, T. Kuo, L. Chaplot, S. Ortega and D. Sarabia:</p> <ul style="list-style-type: none"> <li>The AI Institute team (18 members) is split into three subgroups: student governance &amp; data, AI literacy for students, and faculty &amp; curriculum-based AI.</li> <li>All action plans are being aligned to the <a href="#">CLEAR framework</a> (Control, Learning, Examples, Adoption, Review).               <ul style="list-style-type: none"> <li>Framework guides safeguards/guardrails, education, sharing models, campus uptake, and continual review.</li> </ul> </li> <li>Student Governance &amp; Data Subgroup:               <ul style="list-style-type: none"> <li>Control: safeguarding tools and data; clearly defined guardrails.</li> </ul> </li> </ul>	

		<ul style="list-style-type: none"><li>○ Learning: curiosity, ethics, and applicability to faculty, staff, and students.</li><li>○ Examples/Adoption: sharing practices and supporting a culture of feedback.</li><li>○ Review: formal review mechanisms for continual improvement.</li><li>● AI Literacy for Students Subgroup:<ul style="list-style-type: none"><li>○ Identified widespread uncertainty and anxiety about AI among students and faculty; lack of clear campus-wide guidance.</li><li>○ Exploring delivery modalities for student AI literacy, including:<ul style="list-style-type: none"><li>▪ One-week course or noncredit academic support workshops.</li><li>▪ Embedding in counseling courses.</li><li>▪ Discipline-integrated resources, with clear expectations by assignment.</li></ul></li><li>○ Interest in a simple “key/rubric” per assignment that indicates allowed AI usage levels (from “AI-friendly” to “no AI”).</li><li>○ Noted ongoing tensions around AI detectors and ethical use; expects continued discussion as tools evolve.</li></ul></li><li>● Faculty &amp; Curriculum-Based AI Subgroup:<ul style="list-style-type: none"><li>○ Existing supports include PlayLab and AI-oriented RRR/Summit offerings; aim to broaden beyond early adopters and make training more welcoming for skeptics.</li><li>○ Proposed a faculty AI hub, discipline-specific communities, a departmental framework for integrating AI.</li></ul></li></ul>	
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4.	AAC&U: Next steps	<p>Proposed Mt. SAC AI principles</p> <ul style="list-style-type: none"> <li>● Support students, faculty, and staff to become AI literate.</li> <li>● Equip faculty and staff to help students use AI tools effectively and appropriately.</li> <li>● Adopt teaching and assessment policies that incorporate ethical AI use.</li> <li>● Ensure academic rigor and integrity.</li> <li>● Collaborate across programs and departments to share best practices for AI integration.</li> </ul> <p>Policy development, ownership, and potential AI Council</p> <ul style="list-style-type: none"> <li>● Suggested first step: an ad hoc partnership between this committee and the AAC&amp;U team to review higher ed AI policies (especially community college examples) and draft a campus recommendation.</li> <li>● Unresolved: where AI “resides” institutionally (single entity vs. split across ITAC/EdTech/data governance). A campus-wide AI Council was suggested to own the hub and coordinate policy and practice.</li> </ul> <p>AI resource hubs and tool considerations</p> <ul style="list-style-type: none"> <li>● Consensus to use existing Canvas hubs for visibility: <ul style="list-style-type: none"> <li>○ Faculty: AI resources area within the Faculty Center for Learning Technology.</li> </ul> </li> </ul>	<p>C. Schroeder will request AP/BP (Administrative Procedure/Board Policy) templates of other California Community Colleges (via Carol Nelson); he will report back.</p> <p>Action plan for resource hub: collect and organize resources; consider categories mirroring the three subgroups. Review external models (e.g., Oregon State, Ventura).</p> <ul style="list-style-type: none"> <li>● Target: more detailed plan by spring meetings, after additional institute webinars in February.</li> </ul>

		<ul style="list-style-type: none"> <li>○ Students: AI resources within the existing Student Hub.</li> <li>● Staff usage was questioned; primary focus for now is students and faculty.</li> <li>● Privacy/compliance concerns noted for tools like Grammarly (and its AI engine), Google features, and Zoom AI; current tenant-level settings reflect input from the Faculty Association and HR.</li> </ul>	
5.	<p><a href="#">Purpose, Function &amp; Membership</a></p> <p>Goal(s):</p> <ul style="list-style-type: none"> <li>-Filling Vacancies: <ul style="list-style-type: none"> <li>1 Noncredit</li> <li>1 faculty at large</li> </ul> </li> <li>-K-12 Solutions Feedback</li> </ul>	<ul style="list-style-type: none"> <li>● Vacancies identified: 1 noncredit and 1 faculty-at-large; coordination with T. Anders will continue working to fill vacancies.</li> <li>● Education Technology Committee will report to C&amp;I; Sylvia will serve as the representative.</li> <li>● Updated ETC purpose and function shared; no additional changes noted.</li> </ul>	
6.	<p>AI Articles</p> <ul style="list-style-type: none"> <li>● <a href="#">CCC Launches Nation’s Most Ambitious AI Integration Initiative</a></li> <li>● <a href="#">CCC Monthly Newsletter 09.2025</a></li> </ul> <p><a href="#">AI Policy in Practice: WCET Survey Insights:</a></p> <ul style="list-style-type: none"> <li>● <a href="#">Recording</a></li> <li>● <a href="#">Supporting Governance, Operations, and Instruction and Learning Through Artificial Intelligence: A Survey of Institutional Practices and Policies 2025</a></li> <li>● <a href="#">Insights into AI’s Transformative Role in Higher Education: WCET’s 2025 Survey (Frontiers blog)</a></li> <li>● <a href="#">Slides</a></li> <li>● <a href="#">AI Literacies Fact Sheet</a> (WCET member resource)</li> <li>● <a href="#">AI Literacies Unlocked: The Essential Skills &amp; Mindsets for the Future of Learning</a>, Opened Culture self-paced course</li> </ul> <p>Sample Syllabi Policies for AI Generative Tools</p> <ul style="list-style-type: none"> <li>● <a href="#">Lance Eaton</a></li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>	

	<ul style="list-style-type: none"> <li><a href="#">Torrey Trust Artificial Intelligence (AI) Ethics</a>, Northern Virginia Community College</li> </ul>		
7.	<a href="#">Generative AI and the Future of Learning   California Community Colleges Chancellor's Office</a>		
8.	Sharing Out of Resources & Information:	<p>R3 (R cubed) event (RRR + AI Summit) planning</p> <ul style="list-style-type: none"> <li>Title/theme: “R to the third power (R3): evolution/revolution — iterating with AI can review, reflect, revise.”</li> <li>Date/venue: Friday, February 6, at the Summit; breakfast at 8:30 a.m.; program approx. 9:00a.m.–4:00 p.m.; lunch provided.</li> <li>Keynote Speaker: T. Daniels, plus a workshop for managers; PlayLab workshops continue via state and college contracts.</li> <li>Student hackathon planned (likely using PlayLab tools); coordination with Computer Science faculty and student groups invited.</li> <li>Call for faculty workshop proposals tied to grants</li> <li>Studio 13 is designing event branding.</li> <li>Student promotion support offered by Associated Students Rep (Publicizing to 55 registered clubs).</li> </ul>	
9.	Questions and Announcements	<ul style="list-style-type: none"> <li>Request to debrief the recent AWS outage that took many systems offline (e.g., Smartsheet, Canvas, portal impacts) at the next meeting.</li> <li>November meeting moved from Monday, November 24 to Monday, December 1, 2:00–3:30 p.m. <ul style="list-style-type: none"> <li>Future consideration: adjust standing day/time to avoid conflicts with holidays/academic calendar.</li> <li>Move to fit block time teaching schedule.</li> </ul> </li> </ul>	<p>AWS outage discussion at next meeting (H. Aguilera)</p> <p>Meeting adjourned at 3:27pm</p>
<b>Parking Lot/Upcoming Topics:</b>		<b>Future meetings:</b> 4 <sup>th</sup> Mondays: 11/24, 12/22 (holiday-no meeting)	