

ACADEMIC SENATE OFFICERS		Present
President: Craig Goralski		X
President-Elect: Jason Thibodeau		X
Secretary: Damon de la Cruz		X
Treasurer: Michael Brydges		X
Curriculum Chair: Silvie Grote		X
Senators: Please indicate departure time if you leave before adjournment.		
Academic Senators		
Business/CIS 1	Peter Molnar (T1, Y1)	X
Career Technical Education 1	Jeremy Peters (T1, Y1)	X
Career Technical Education 2	Michael Klyde/Paul Kelley (T3, Y2)	X
Counseling 1	Sarah Coburn (T1, Y1)	X
Counseling 2	Marisa Lehmeier (T1, 1)	X
Fine Arts 1	Katalin Angelov T2, Y1)	Absent
Fine Arts 2	Paul Paiement (T3, Y1)	X
Health Science 1	Damon de la Cruz (T1, Y1)	X
Health Science 2	Lori Collins (T1, Y1)	X
Health Science 3	Julia Cherney (T1, Y1)Liz Putman Alt	X
Language Arts 1	Liana Koeppel (T1, Y1)	X
Language Arts 2	Michael Brydges (T1, Y2)	X
Language Arts 3	Kathleen McAlister (T1, Y2)	X
Library/Learning Resource Center 1	Leslie Palmer (T1,Y1)	X

Kinesiology:	Sergio Cutrona (T1,Y1)	X
Science/Engineering/Math 1	Adam Eckenrode (T2, Y2)	X
Science/Engineering/Math 2	Joel Gober (T3, Y1) (Alt Christina Plett)	X
Science/Engineering/Math 3	Victoria Castle (T1, Y1)	X
Social Science 1	Steven Estrada (T1, Y1)	X
Social Science 2	Will Heuser (T1, Y1) Bryan Seiling Alt	X
Adjunct Faculty Senator 1	Jenifer Kalamian (T1, Y1)	X
Adjunct Faculty Senator 2	Layal Lebdeh	X
Adjunct Faculty Senator 3	Vacant	
Liaisons		
Associated Students	Presten Jimenez	X
Diversity, Equity and Inclusion	Maha Afra	X
Campus Technology	Peter Maharaj	Absent
CC Foundation:	Damon de la Cruz	X
Program Planning and Review	Bryan Seiling	X
Professional Development	Michael Brydges	X
United Faculty	Christie Diep	X
Student Equity and Achievement Committee	Alison Robinson/Gisela Verduzco	X
Student Learning Outcomes	Jennifer Coopman	X
AdFac United	Jenifer Kalamian	X
Accreditation	Liana Koeppel	X
CTE Liaison	Jeremy Peters	X
Distance Education	Kathleen McAlister	X
Basic Skills	Cindy Shrout	Absent

Council on Budget and Facilities	Craig Goralski	X
GUESTS		
	GUESTS:	
Print Name:		Campus Role:
Deidre Porter		Title V
Jaclyn Magginetti		Anthropology/Social Sciences
Gloria Badal		United Faculty
Eric Bladh		Geography
Carol Wilhelm		Health Sciences

ACADEMIC SENATE
Minutes for May 7, 2020
Place: CCC – 414 3:00 pm to 5:00 pm

AGENDA:

I. Establish Quorum and Acknowledge Alternates

- A. Establishment of quorum at 3:04
- B. Alternate Bryan Seiling for Will Hauser
- C. Alternate Liz Putman for Julia Cherney

II. Adoption of the Agenda

Agenda was approved with no changes, then changed to put Approval of Minutes to after New Business E.

III. Approval of the Minutes from 4.23.2020

There was discussion of the minutes of 4/23. Amendments by Kathleen M and Michael B sent prior to meeting were reviewed. Because some of the specifics of the minutes would be impacted by agenda items in the meeting, approval was pushed to end of meeting.

IV. Public Commentary (3 minutes per speaker)

Michael Brydges encouraged senators to voice their concerns during today's meeting

V. Faculty Announcements and Invitations (2 minutes per speaker)

No announcements

VI. Special Reports (3 minutes per Report)

A. Associated Students

Presten Jimenez

1. Elections are currently underway. It is being done through canvas and everything seems to be working well. During this election we are trying to increase our benefits fee to \$7 to \$13. The elections end Thursday at 11:59. The preliminary results will be posted on Friday.
2. AS had a chance to look over the BOG Title 5 regulations. As the President of AS and a member of the SSCCC, these proposed changes will really hurt the SSCCC and AS. The SSCCC currently is running a

deficit budget and will be bankrupt within the next few years if they are not able to receive the funding they need. Part of the money will be distributed to the Regions to be used for local advocacy efforts, possibly relief funds, and regional meetings. AS will also be impacted pretty hard if this passes. For the \$2 fee one dollar goes to SSSCC and the other is put into our account for conferences. These conferences are completely paid for through this account and if it is taken away we won't be able to attend them. I want to add that it is \$2 and that is pretty minimal for what it does.

B. United Faculty

Christie Diep

Christie summarized negotiations, including MOUs related to summer. Also summarized results of the survey given to faculty, highlighting concerns faculty have related to lab lecture parity, compensation and benefits.

C. AdFac

Jenifer Kalamian

No Report

D. Professional Development

Michael Brydges/Ruth Gutierrez

1. May 8, Growth Mindset
2. Flex proposals are being accepted
3. The committee reviewed the equity walk, reminded senate about professional development funding requests and highlighted upcoming programs

E. Curriculum Committee

Silvie Grote

Curriculum Committee is allowing one-time opportunity to add DE addendum, for fully online courses regardless of an emergency state, to be completed by Friday, May 8th at noon. An email went out to division representatives and deans and should be forwarded to chairs to coordinate these efforts. This email included detailed instructions, list of qualified courses, updated DE addendum, and a sample addendum.

F. Academic Senate Treasurer's Report

Michael Brydges

The Senate budget is at 15,297.00

G. Cypress College Foundation

Damon de la Cruz

1. Scholarships are being reviewed
2. The foundation is soliciting and awarding emergency funds for students

H. Student Equity and Achievement Committee

Alison Robinson/
Gisela Verduzco

1. 30 students were funded through the SEA emergency student fund of \$14,500.
2. Reminder: Programmatic budget allocation requests for 2020-2021 are due by May 15.

I. Student Learning Outcomes Assessment

Nicole Ledesma
/Jennifer Coopman

1. Remind faculty to assess SLOs in eLumen
2. Please add CSLOs to syllabi

J. Program Review and Department Planning

Bryan Seiling

1. The Instructional Program Review Committee (IPRC) had a meeting this past Monday, May 4th. The committee discussed the need to replace co-chair David Halahmy, who had announced his intention to step away from the committee at the end of the semester. Fortunately, after the meeting, David agreed to stay on in his role on the committee, and the committee approved moving forward with its current co-chairs. This stabilizes the leadership of the committee going into the summer.
2. The committee finalized revisions to the Program Review Form that is filled out by all departments and programs going through review. The Basic Skills section was updated to more broadly address student support and services, and the Budget section was updated to help tie the program reviews to the broader planning and budget processes of the College.
3. The committee also scheduled meetings for the fall and discussed the very real potential (now a reality) that we will need to conduct our meetings in a distance format. The committee has never conducted reviews remotely, but we are committed to making it work.
4. Lastly, I want to thank the members of the committee who have worked so hard this past year. They are a great group of people, and they do an amazing, thorough job of reviewing all the departments and programs. Thank you, thank you, thank you!

K. District Council on Budget and Facilities

Craig Goralski

No Report

L. ACCJC Self Study

Liana Koeppel

The Accreditation Steering Committee will meet on April 29th from 3:00-4:00pm. We will be updating the committee on the progress we have been making as a result of the COA plan implementation. We will also be sending out the Spring 2020 Plans for Improvement (PFI) update request emails in early May. The meeting we had scheduled with Cheryl Marshall (in March) to update her on District-related Accreditation items was postponed to a date still to be determined.

M. CTE Liaison

Jeremy Peters

No report

N. Distance Education

Kathleen McAlister

In Fall 2020, we have about 500 courses being offered that have not been approved to be offered online. We will need to approve these courses to be offered either “Fully Online” or “Remotely” in an emergency context. Faculty have a limited opportunity to add to approve courses to be offered fully online (FO) without having to submit a complete course revision in Curricunet. DE addendums for these courses must be submitted by 5/8 in order for the DE Coordinator and Curriculum Chair to review and approve them by Tuesday, 5/12. An updated DE addendum and a list of all courses being offered in the fall was provided to Deans who were asked to coordinate with department chairs in this process. We are encouraging discipline faculty to create a template or templates that may be used for all of their courses or for groups of courses. This will expedite the approval process.

The DE Committee met on 5/5. We discussed the equivalency process and training proposal for summer/fall. Faculty were seeking clarification about whether training would be required and other details. We noted that UF was currently negotiating these details.

Sarah Coburn presented the first draft of an RSI (Regular and Substantive Interaction) Policy. Committee members were asked to review the document and make suggestions for additions or changes.

We have had a lot of requests to increase course capacity/size. To avoid exceeding data storage limits, we're asking faculty to provide links to their media/videos—rather than uploading large files to their courses.

We described some of the Lti applications that have been integrated into Canvas:

- We discussed the limitations of Proctorio—including accessibility and privacy concerns. The DE Committee voted to remove Proctorio when the “free trial” expires in June and to try “Lockdown Browser.” It is packaged with “Respondus”—a quiz creation tool that faculty have requested.
- The DE Team has purchased a “Screencastomatic Pro” site license (for up to 200 users). We will expand as needed.
- “Labster” (for virtual science labs) received mixed reviews. Faculty noted that it is better than nothing, but hope to move to a more hands-on paradigm in the fall.

We discussed various options for creating accessible (close-captioned) media. These include Verbit (contact DSS, Sandra Garcia), the DECT grant, and 3CMedia. You may upload videos to 3CMedia and have them captioned for free. There are links to information and video demonstrations for these tools on the Resources for Continuous instruction site in Canvas:

<https://cypresscollege.instructure.com/enroll/HMDECJ>

O. Diversity, Equity and Inclusion Committee Report

Maha Afra

No report

VII. President's Report and Committee Appointments

A. PBC

The One-time funding conversations is moving and the recommendations should be at PAC An email that was sent out to the Deans from Dr. Schilling regarding Summer, classes will be remote. If the state relaxes mandates, then we may have some classes on campus. Exceptions will need to be reviewed by Area Deans. Craig had been advocating for Faculty health and safety.

- B.** Craig reviewed the process by which the decision to hold classes online for Fall 2020 was reached, highlighting that concerns about student, faculty and staff health were the main concerns

VIII. Faculty Issues – Unfinished Business

- A. Senate One Unit Teaching Requirement (10 minutes) Bryan Seiling**
Bryan discussed the rationale behind the one unit requirement for sitting senators in the constitution. There were questions related to how the one unit requirement related to non-instructional faculty, or faculty not teaching lecture/lab classes that follow the traditional unit designation

- B. Cultural Diversity graduation requirements revision (10 minutes) Silvie Grote**

Silvie discussed the revision to the graduation requirement this included changing the name of requirement to Social Justice. Discussion about how this could impact courses in language arts, social sciences. Motion to approve the revisions M/S/U Michael abstained.

- C. Instructional Program Review Annual (10 minutes) Bryan Seiling**

Bryan discussed the Instructional Program Review Annual Report. The Senate then voted on the Annual Report Bryan motioned to approve the document Steven seconded M/S/U Kathleen abstained.

IX. Faculty Issues – New Business

A. Call for a Cure and Correct of Brown Act Violations (15 minutes).

Steven Estrada/Bryan Seiling

Bryan reviewed the Brown Act and potential violations.

Bryan moved that the Senate pledge to follow the Brown act and laws governing the Senate and to publish the results of the vote. Silvie called the question. The Senate voted to call the question M/S/U Michael Brydges voted no. The senate then voted on Bryan’s Motion. Seventeen Yes, Michael Bridges and Michael Klyde voted no. Victoria Castle abstained.

B. Acceptance and Approval of Resignation (5 minutes)

Craig Goralski

President-Elect Jason Thibodeau has submitted a letter of resignation to Academic Senate Secretary Damon de la Cruz and President Craig Goralski. The acceptance of the letter will be discussed and the Senate will be asked to approve the resignation. Bryan moved to accept Jason’s resignation as President Elect, Sylvie seconded M/S/U (19 votes)

C. Options for Future Academic Senate Leadership (20 minutes) Craig Goralski

Senate voted to extend Craig Goralski’s term, conduct election for President Elect May 21. There was discussion about amendments to by-laws reflecting what we voted on, draft shown and edited for a first read.

D. Distance Education Training Plans and Recommendations (20 minutes)

Craig Goralski and Kathleen McAlister

Senate reviewed the DE training document, discussion related to options for faculty, compensation, union concerns. Kathleen walked everyone through the discussion and answered questions. Motion to accept the document and urge faculty to engage in the training options was made (not sure who), Jeremy suggested that we remove the compensation part referring to amounts, Liana motioned to amend the motion to remove the compensation part to remove the amounts, but make sure it included that faculty are to be compensated. That was seconded by steven and approved, then the mended motion was voted on an approved.

E. Academic Senate Open Positions (10 minutes)

Craig Goralski

I reviewed that there will be three positions open for election on May 21: President Elect, Treasurer, Secretary. I urged interested members of senate to reach out to current position holders to talk about those duties, and to refer to the constitution for more guidance. I stressed that we should have a good group of nominees.

X. Adjournment 5:45p

The agendas for all Cypress College Academic Senate meetings can be found on line at www.cypresscollege.edu/facultystaff/senate. Agendas are physically posted in the window of TE3, 2nd floor.

It is the intention of the North Orange County Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the NOCCCD will attempt to accommodate you in every reasonable manner. Please contact Damon de la Cruz, Academic Senate Secretary, at 714-484-7000 ext. 46006 or Craig Goralski, Academic Senate President, at (714) 484-7000 ext. 48374 at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

Votes from the poll on 4.23.2020 regarding confidence in the President Elect:

No (15)

Michael K
Leslie P
Paul P
Jenifer K
Kathleen M
Silvie G
Liana K
Marisa L
Lori C
Katalin A
Layal L
Sarah C
Jeremy P
Sergio C
Michael B

Yes (7)

Julia C
Christina P
Peter M
Victoria C
Steven E
Adam E
Will H