

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)	Absent
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)	X
Language Arts 1	Liana Koeppel (T1, Y2)	X
Language Arts 2	Michael Brydges (T1, Y1)	X
Language Arts 3	Kathleen McAlister (T1, Y1)	Absent
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)	X
Adjunct Faculty Senator 1	Jenifer Kalamian (T1, Y1)	X
Adjunct Faculty Senator 2	Laya Lebdeh	X
Adjunct Faculty Senator 3	Vacant	
Liaisons		
Associated Students	Preston Jimenez	X
Diversity, Equity and Inclusion	Maha Afra	Absent
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	Absent
AdFac United	Jenifer Kalamian	X
Accreditation	Liana Koeppel	X
CTE Liaison	Jeremy Peters	X
Distance Education	Kathleen McAlister	Absent
Basic Skills	Cindy Shrout	Absent
Council on Budget and Facilities	Craig Goralski	X

GUESTS		GUESTS:
Print Name:		Campus Role:
Lindsay Jimenez		Observer
Eileen Haddad		IRP Office
Deidre Porter		Title V Grant

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**ACADEMIC SENATE
Minutes for February 13, 2020
Place: CCC – 414 3:00 pm to 5:00 pm**

AGENDA:

I. Establish Quorum and Acknowledge Alternates

- A. Establishment of quorum at 3:05
- B. Christina Plett for Joel

II. Adoption of the Agenda

- Remove VIII B, this was completed last week.
- M(Steven)/S(Jason)/U

III. Approval of Minutes from 12.12. 2020 and 01.30.2020

- A. 12.12.2019 M(Jason)/S(Steven)/U, one abstention Christina Plett
- B. 01.30.2020 M(Jason)/S(Steven)/U, one abstention Marisa Lehmeier

IV. Public Commentary (3 minutes per speaker)

Gisela Verduzco discussed the Promise Program and asked the senate for support for the graduation sash for students of the program. Craig noted a sense of support from the senate.

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

Bryan Seiling, encouraged members of the senate meeting to say “no” to overextending ourselves when/if asked by administration.

VI. Special Reports (3 minutes per Report)

A. Associated Students

Presten Jimenez

Presten reported that there will be a student social next week for students to meet with leadership to answer any question they may have about Cypress College. The AS is working with ASCCC to improve regional relationships. AS has also almost completed setting up online voting. Craig noted that there have been a lot of student faces at the Board of Trustee meetings lately.

B. United Faculty

Christie Diep

- 1. Christie informed the senate that the Tuesday BOT meeting was very emotional with clear support, from the community, for the college faculty.

2. Christie also discussed the process for a strike. Right now we are in mediation. The next meeting is scheduled for the 21st. At this meeting the Mediator can schedule another session or release to fact finding. Fact Finding is a process that takes about 45 days. This would include district monies, comparabilities, cost of living, etc. The fact finder will come to a recommendation; neither party has to agree to this. The district may decide to stick with their last offer. This is called the “Last best final imposition”. At this point faculty would be released to strike.
3. Christie will be sending out information about the current contract, imagine a “did you know”.

C. AdFac Jenifer Kalamian

1. The union is having a member drive.
2. The current contract require re-hire rights and pay parity.

D. Professional Development Michael Brydges/Ruth Gutierrez

1. Conference funding is due February 24, by 12 noon.
2. There was positive feedback about the Fall Equity Walk, there may be another scheduled for spring. There was student interest in the Equity walk.
3. March 26/27 Cypress College Collaborative Retreat on “Leading with Equity” will be lead by Dr. Keiffer-Lewis.
4. April 14, the Strategic Conversation.
5. Equity 101 training will be available during summer
6. Growth Mind Set 2 is scheduled for March 20th.
7. May 7th is the Luau.

E. Curriculum Committee Silvie Grote

1. There is a new DE addendum. Please review the most current addendum
2. Please keep in mind that curriculum needs to be board approved in addition to the curriculum committee. This process can be lengthy.
3. Division representatives have access to canvas shells.
4. Three division are up to replace division reps. This should be done by election.
5. Jan 31 was pre-launch. There are over three hundred courses still outstanding. The deadline has been extended to April.

F. Academic Senate Treasurer's Report

Michael Brydges

1. The Senate's beginning balance was \$26K and is currently at about \$15,270. We will have funds for Spring Plenary.

G. Cypress College Foundation

Damon de la Cruz

1. The Foundation is moving into scholarship season and needs faculty to review scholarships
2. The Americana is February 29th, the faculty cost is \$150
3. The foundation could use the help of divisions/faculty donations for Americana silent auction awards.

H. Student Equity and Achievement Committee

Alison Robinson/
Gisela Verduzco

1. Funding the February 20th event, Celebrate the Folks through Social Media Content.
2. N-Core applications were circulated last Friday. Please confirm that you received the application in your email. The deadline is Friday the 21st.

I. Student Learning Outcomes Assessment

Nicole Ledesma
/Jennifer Coopman

1. There will be a first reading of the SLO handbook later in the meeting.
2. Data load of the score cards should load into eLumen in March.
3. Some programs will be going through review this semester, they will need to upload SLOs into the mapping process.
4. Please add the cSLOs to syllabi that adjunct are teaching.
5. This will be Nicole's last semester as SLO coordinator.

J. Program Review and Department Planning

Bryan Seiling

1. Tying Program Review to the budgeting process. The program review committee is working on an annual report that focuses on global recommendations. Part of this process includes making sure the Theater is treated as a campus building and not a department building.
2. Program Review is looking for a new co-chair next semester.

K. District Council on Budget and Facilities

Craig Goralski

1. Craig shared the NOCCCD one-time funding budget with Senate. Some of the budgets that he advocated for were not recognized (i.e. DE, and professional development).
2. The monies for Student Needs need to be sent to the campuses for approval. The recommendation from CBF was a plan on allocation and spending of these funds needs to be developed.
3. President Goralski feels the last CBF meeting included much needed discussion that does not always happen.

L. ACCJC Self Study

Liana Koepfel

1. Implementation of COA plan, focus is on administrative outcomes.

M. CTE Liaison

Lisa Clark

1. N/R

N. Distance Education

Kathleen McAlister

1. We affirmed DE plan goals through 2023; we'll present a draft of the plan for review in March. We'll solicit feedback via an online survey
2. We've discussed two UF contact issues
 1. We're concerned about the lack of specific language addressing the process for completing faculty evaluations and collecting student surveys in online classes. Kathleen will present information about EvaluationKit at TCC. It's an integration tool that would allow us to automate the observer enrollment process and collection of student surveys. It would yield better results in student responsiveness, and the process would remain confidential. If we adopted something like this, we could do all of the student surveys (for online and traditional classes) online.
 2. Faculty teaching "partially online" have been told that they can hold virtual office hours proportionate to online load.

Note that “partially online” now encompasses classes that may only meet once for an orientation or a few times to complete assessments.

O. Diversity, Equity and Inclusion Committee Report Maha Afra

1. Discussed the Equity Symposium, and a plan for the Equity Walk.
2. LeDerick Horne is a poet, author, professional speaker, disability rights advocate, and special education consultant. www.lederick.com

VII. President’s Report and Committee Appointments

A. Appointments:

1. Loyal Lebdeh – Adjunct Senator
2. Kennelle – Adjunct Senator
3. Ed Giardina – to the hiring committee for the Project Manager Campus Capital Projects. M(Lianna)/S(Steven)/U
4. Craig shared an initial draft of the Guided Pathways steering committee co-chair. He also described the role as outlined in the job description.
5. Craig is looking for a volunteer for the Hiring Committee for Educational Pathways and Program Director Position
6. There is also a call for faculty participation on the VPI hiring committee.
 1. President Goralski feels representation should be made by those people who are in most contact with this position, the Incoming President and the Curriculum Chair.
 2. Lianna motioned that we should put forward a fourth person, seconded by Jeremy. M/S/U
 3. Lianna motioned that Craig should put out a broad call and let the Senate vote on the most appropriate candidates, Steven seconded. M/S/U.

VIII. Faculty Issues – Unfinished Business

Lianna Motioned to move IXa to VIIIa. M/S/U

A. LGBTQ+ Liasion Position (5 min) Steven Estrada

There were two suggested changes to the description: the reassign time goes from 20% to 40% and that the senate has input into the candidate that gets approved. The amended job description was part of the President’s Report for Senate review. A motion was made to approve the position. M/S/U

**B. Cypress College Dual Enrollment Update: Growth and Expansion of Pathways
(15 minutes) Stephanie Teer and Henry Hua**

Senate was visited by the group from Dual Enrollment. The group included administrators, faculty and a graduating student. They discussed how dual enrollment is achieved and that there is no fiscal responsibility to the student. Students are supported financially and through counseling. A student who is graduating from both Cypress High School and Cypress College gave the senate her perspective on the program.

C. Data Collection on student drops (10 minutes) Steven Estrada

Steven presented a proposal from David Halahmy to survey students after they have withdrawn from a course. The suggested survey would seek to find out if work schedule, family obligations, course instructor, etc. would be identified by the student as contributing factors for dropping the course. Christie Diep mentioned that if the survey included questions about the instructor, United Faculty would be opposed since this would effectively make the survey into an evaluation tool. Senators discussed whether this would remain the case if the information was collected in such a way that the names and identifying characteristics of faculty members were not collected. Several senators agreed that more information about the proposal was needed before the Senate takes any action.

IX. Faculty Issues – New Business

**A. Guided Pathways Self-Assessment Document Discussion 10 minutes
Eileen Haddad and Craig Goralski**

Eileen Haddad discussed the Guided Pathways Self-Assessment document and the timeline for submitting it to the state. Craig requested that senators look at the document and ask their constituents to examine it as well.

B. Academic Senate Spring Calendar Discussion 5 Minutes Craig Goralski
Senators discussed the need to schedule a Senate meeting to replace the March 26th meeting, which was cancelled due to a conflict with the Equity Symposium in Lake Arrowhead. Liana moved that the Senate hold a meeting on April 2nd. The motion was seconded by Jason and passed unanimously.

C. SLO Handbook (5 minutes) Nicole Ledesma/Jennifer Coopman
Jennifer Coopman requested comments about the new SLO handbook. There were no comments from senators at this time. If senators have comments later, they should send them to Jennifer and Nicole Ledesma.

X. Adjournment

- A. The meeting was adjourned at 5:20, motion made by Steven Estrada, seconded by Jenifer Kalamian M/S/U

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.

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