

# ORANGE COAST COLLEGE

Academic Senate Meeting | 8/27/19 | 11:30 am - 12:30 pm | Faculty House

## Senate Attendance

Members	Attendance	Members	Attendance
<b>Carol Barnes, Counseling</b>	Present	<b>Anna Hanlon, Curriculum</b>	Present
<b>Jamie Blair, at Large</b> <i>Vice-President</i>	Present	<b>Kelly Holt, at-Large</b>	Present
<b>Cameron Brown, Ath &amp; Kine</b>	Present	<b>Darryl Isaac, CHS</b>	Present
<b>Steven Chang, Part-Time Faculty</b>	Absent	<b>Marilyn Kennedy, Lit &amp; Lang, PDI</b> <i>Secretary</i>	Present
<b>Sean Connor, at Large</b>	Present	<b>Doug Lloyd, Math &amp; Sciences</b>	Present
<b>Eric Cuellar, at Large</b>	Present	<b>Leland Means, Vis &amp; Perf Arts</b>	Present
<b>Jodi Della Marna, Library</b>	Present	<b>Jeanne Neil, Business &amp; Computing</b>	Present
<b>Matt Denney, Technology</b>	Present	<b>Max Pena, at Large</b>	Present
<b>Rendell Drew, at Large</b>	Present	<b>Clyde Phillips, Student Services</b>	Present
<b>Cyndee Ely, Part-Time Faculty</b>	Present	<b>Irini Rickerson, at Large</b>	Present
<b>Diogba G'bye, Part-Time Faculty</b>	Present	<b>Loren Sachs, at Large</b> <i>President</i>	Present
<b>Lee Gordon, at Large</b> <i>Parliamentarian</i>	Present	<b>Jordan Stanton, Soc &amp; Behavioral Sci</b>	Present

### Guests (Optional & Voluntary Sign-In):

Kevin Ballinger, Jaki Kamphuis, Kate McCarroll, Angélica Suarez.

## 1. Preliminary Matters

### A. Call to Order:

President Loren Sachs called the meeting to order at 11:30 a.m.

### B. Senator Introductions:

The Senators and guests in the room introduced themselves, including the new president of Orange Coast College, Dr. Angélica Suarez.

### C. Approval of the Minutes – May 21, 2019:

**Motion 1: Senator Means moved to** approve the May 21, 2019, minutes; motion seconded; motion approved unanimously.

### D. Opportunity for Public Comment:

Lee Gordon, Eduardo Jesús Arismendi-Pardi, Madjid Niroumand, Jaki Kamphuis.

### E. For the Good of the Order Announcements:

None.

## 2. Consent Agenda

**Motion 2: Senator Ely moved to** approve the consent agenda; motion seconded; motion approved unanimously.

### A. Tenure Track Review Committee:

#### (1) Jared Vidal – Counseling (Transfer Center):

Dean: Renee Delong

Hiring Committee: Linda Bagatourian

Within Discipline: Stacy Kirch

Outside Discipline: Ben Lohman

## 3. Officer, Senator, & Committee Reports

### A. Academic Senate President Report – President Loren Sachs:

**iPad Training Session:** The Senate iPads are not yet available but should be by the first meeting in October. Training opportunities will be arranged once the iPads arrive, and one training session will be following a Senate E-Board meeting.

**TIES (Teaching Internship with Experienced Support [CCCD T.I.E.S. Program](#)):** Professor Sacha Moore presented to the Senate about a year ago, about the District TIES program, in order to inform and encourage faculty to get involved as mentors. We will be inviting her back this year to update us on the program.

**Faculty Handbook: Senate** Administrative Secretary Goetz presented the [Faculty Handbook at the OCC Portal](#). The table of contents and section contents are still being updated and formatted.

- Several senators expressed the need for certain sections and resources in the Faculty Handbook to be in a PDF format for printing purposes.
- Secretary Goetz and VPI Ballinger asked senators to send them emails regarding the sections of interest for a possible PDF version and any suggestions and edits to the portal handbook itself.
- VPI Ballinger stated that the Faculty Handbook is being handed over to the Senate for oversight as it should be faculty purview.

**Parking/Physical Campus:** Campus Safety sent an email stating that parking passes are available for pickup at Campus Safety; please bring your ID. The new Literature and Languages/Social and Behavioral Sciences Building was approved at the Board of Trustees meeting. The tennis courts are being torn down and being relocated in order to make way for 400 new parking spots. Due to current construction, parking will be more difficult; however, there are supplemental parking spots located at the Fair Grounds with an available shuttle service to the OCC campus. The Facilities Committee meets this week.

### B. Parliamentary Procedure Training Report – Secretary Marilyn Kennedy & Senate Administrative Secretary Ricky Goetz:

Administrative Secretary Goetz stated that the ASOCC and the Classified Senate held a parliamentary procedure training for their new senators during the summer and invited [Bruce Bishop, Certified Parliamentarian \(CP\)](#), to lead the training. Both Goetz and Kennedy attended the training and they would like to recommend that the Academic Senate invite Dr. Bishop to facilitate a parliamentary procedure training for our Senators.

Secretary Goetz noted that that CP Bishop stated that unfinished business is only business which has been opened and not completed.

Secretary Kennedy noted that CP Bishop has [25] years of experience, has testified in civil court cases as an expert on the Brown Act, the Bagley Keene Act, *Robert's Rules*, and ten other parliamentary procedures/rules. CP Bishop noted that state and federal laws require all public organizations to adopt rules or use "common parliamentary laws"—courts expect these rules to be followed or there can be penalties. Secretary Kennedy provided the following report from that session to the Senate:

- *Robert's Rules* or any other parliamentary procedure creates rules for everyone to follow, and allows fair opportunity to impact outcome. Every member has an equal right to participate and be recognized and be involved in decision making, although it does not guarantee an outcome or that one will have his or her way. Parliamentary procedure is **not** designed to speed things up,
- Committees should do the detail work and recommend—not the Senate.
- The Chair (President) can make procedural motions, but not substantive ones.
- The maker of a motion has the option to be the first in line to speak—one cannot speak against his or her own motion
- The Parliamentarian should be in an advisory capacity only—we should change our bylaws.
- There is no need to write who seconds a motion.
- We can create a rule to limit the length of each speaker's time on an issue.
- Emergency meetings (as per the Brown Act) are only for disasters, health and safety, strikes, terrorism, and work stoppages.
- California community colleges are covered by the Brown Act; UCs and State universities are covered by the Bagley Keene Act—they have different laws and set of rules. [[Bagley Keene and Brown Act](#)]
- 90% of Brown Act violations are reported by old or new members of the group.
- Proxy votes in California community college system meetings (senates, committees) are against the state law—the Brown Act.
- The District Attorney can null and void a decision done by proxy.
- The District Attorney can send a letter to cease for a violation of the state law, such as a bylaw against the Brown Act.

### C. Guided Pathways Reports:

#### (1) Jessica Ayo Alabi, Onboarding Coordinator:

They conducted a score analysis and will send that out soon; they are wrapping up initial inquiry phase and will bring recommendations to the Senate for review soon. Onboarding will need to reassess and conduct inquiry often to keep onboarding successful. GP Coordinator Alabi passed a copy of a "Student Success and

Engagement Assignment" to Senators for those who would like to use it in their classrooms.

**(2) Jaki Kamphuis, Interventions Coordinator:**

They are looking for classroom instructors to join the interventions team. They are also creating a survey with Institutional Effectiveness in order to survey faculty regarding intervention strategies. The committee has begun discussing a possible campaign to alert students and faculty of the services on campus, including information regarding the benefits of using Gradebook in Canvas. (Many senators had comments about Canvas's Gradebook—so this will be a future item at a later meeting.)

**(3) Anna Hanlon, Curriculum Chair:**

The buckets/clusters will be taken to students to get feedback. A session was held last week regarding program mapping (sequencing).

**D. Academic Senate Vice-President Report—Vice-President Jamie Blair:**

Attended the DSPS meeting with local high schools and deans regarding AB 705. OCC is partnering with the local high schools to assist the high school teachers in preparing their students to transition successfully regarding AB 705 requirements.

## 4. Unfinished Business

None.

## 5. New Business

**A. 10+1 Flex Day Recap - President Sachs & VP Blair:**

This agenda item was not addressed due to time constraints and will be added to next week's agenda.

**B. Accreditation Update – VPI Ballinger:**

This agenda item was not addressed due to time constraints and will be added to next week's agenda.

**C. Bylaws & Constitution Revisions and Additions Discussion:**

This agenda item was not addressed due to time constraints and will be added to next week's agenda.

## 6. Adjournment of the Regular Meeting

President Sachs adjourned the meeting at 12:26 p.m.

## Approval of the Minutes: September 3, 2019

**MINUTES:** First draft written by Ricky Goetz, Senate Administrative Secretary. Revision of first draft and Senate-approved drafts written by Senate Secretary, Marilyn Kennedy, who also distributes the final Senate-approved version to the Chancellor, Board of Trustees members and secretary, union presidents, GWC and Coastline Academic Senate presidents, OCC College President and faculty as per OCC Senate bylaws.

## Voting Tallies Chart

Motion 1	Motion 2	Senate Membership
Minutes	Consent	
Aye	Aye	Barnes, Carol: Counseling Senator (2018-2021)
Aye	Aye	Blair, Jamie: Senator-at-Large (2018-2021)
Aye	Aye	Brown, Cameron: Athletics & Kinesiology Senator (2017-2020)
Absent	Absent	Chang, Steven: Part-Time Senator (2019-2020)
Aye	Aye	Connor, Sean: Senator-at-Large (2017-2020)
Aye	Aye	Cuellar, Eric: Senator-at-Large (2018-2021)
Aye	Aye	Della Marna, Jodi: Library & Learning Support Senator (2017-2020)
Aye	Aye	Denney, Matt: Technology Senator (2017-2020)
Aye	Aye	Drew, Rendell: Senator-at-Large (2017-2020)
Aye	Aye	Ely, Cynthia: Part-Time Senator (2019-2020)
Aye	Aye	G'bye, Diogba: Part-Time Senator (2019-2020)
Aye	Aye	Gordon, Lee: Senator-at-Large (2019-2022)
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Aye	Aye	Holt, Kelly: Senator-at-Large (2017-2020)
Aye	Aye	Isaac, Darryl: Con. & Health Sciences Senator (2017-2020)
Aye	Aye	Kennedy, Marilyn: Lit & Lang Senator, PDI Chair (2019-2022)
Aye	Aye	Lloyd, Douglas Math & Sciences Senator (2017-2020)
Aye	Aye	Means, Leland Visual & Performing Art Senator (2018-2021)
Aye	Aye	Neil, Jeanne: Business & Computing Senator (2019-2022)
Aye	Aye	Pena, Max: Senator-at-Large (2019-2022)
Aye	Aye	Phillips, Clyde: Student Services Senator (2017-2020)
Aye	Aye	Rickerson, Irini: Senator-at-Large (2018-2021)
Aye	Aye	Sachs, Loren: Senator-at-Large (2019-2022)
Aye	Aye	Stanton, Jordan: Social & Behavioral Sciences Senator (2019-2022)