

ORANGE COAST COLLEGE

Academic Senate Meeting | 02/01/22 | 11:30 am - 12:30 pm | Zoom Meeting

Academic Senator Attendance

Jessica A. Alabi, <i>at-Large</i>	Absent	Lee Gordon, <i>at-Large, President</i>	Present
Jason Ball, <i>Part-Time Faculty</i>	Present	Marilyn Kennedy, <i>Lit & Lang, PDI Chair, Secretary</i>	Present
Carol Barnes, <i>Counseling</i>	Present	Jodie Legaspi, <i>Athletics & Kinesiology</i>	Absent
Tyler Boogar, <i>Math & Sciences</i>	Present	Doug Lloyd, <i>at-Large</i>	Present
Nina Calabretta, <i>Part-Time Faculty</i>	Present	Leland Means, <i>Visual & Performing Arts</i>	Present
Sean Connor, <i>at-Large</i>	Present	Jeanne Neil, <i>Business & Computing</i>	Present
Eric Cuellar, <i>at-Large</i>	Present	Charles Otwell, <i>Curriculum Chair</i>	Present
Jodi Della Marna, <i>Library</i>	Present	Max Pena, <i>at-Large</i>	Present
Matt Denney, <i>Technology</i>	Present	Loren Sachs, <i>at-Large, Immediate Past President</i>	Present
Tina De Shano, <i>Consumer & Health Sciences</i>	Present	Jordan Stanton, <i>Social & Behavioral Sciences</i>	Present
Rendell Drew, <i>at-Large, Vice-President</i>	Present	Katherine Smith, <i>ASOCC Student Representative</i>	Absent
Cyndee Ely, <i>Part-Time Faculty</i>	Present		

Guests (Optional & Voluntary Sign-In): Kate McCarroll, Anna Hanlon, Jaki Kamphuis, Michelle Grimes-Hillman, Bob Fey, Sheri Sterner.

1. Preliminary Matters

- A. **Call to Order: President Lee Gordon** called the meeting to order at 11:30 A.M.
- B. **Opportunity for Public Comment:** No public comments.
- C. **Approval of the Minutes:**

Motion 1: Senator Kennedy moved to approve the December 7 and December 14, 2021, meeting minutes; motion seconded; motion approved.

- D. **For the Good of the Order:**

Senator Cuellar: Welcomed senators to the spring semester 2022. He wanted to honor a request that he received, that is for faculty to be supportive of each other and of students. Several community members and students are suffering from many hardships, and he recommended for all to be collaborative during these difficult times.

2. Consent Agenda

No items listed under consent agenda.

3. Officer, Senator, & Committee Reports

- A. **President and Vice President's Report:**

President's Report – Lee Gordon: Reported that Vice-President Drew will be representing the Academic Senate in the search committee for the next Chancellor. Under the Senate Bylaws the Executive Board is empowered to act on behalf of the Senate when the academic calendar is not in session. He also stated that the E-Board met in January,

they approved search committee members, and that topic is on the agenda for today's meeting. With respect to the return to campus, if the senators have concerns, they can send them to President Gordon at lgordon@occ.cccd.edu. The Senate continues to be concerned about the adequacy of technology support for faculty when they do return to the classrooms. They are working with VPI Grimes-Hillman on her initiative to bring in advisors on how faculty and management can work together to increase the efficiency and size of college enrollment. They are developing proposal documents for that funding. He reported that he is pleased that for the first time in his years as Academic Senate President he has been invited by the College to make Flex Day remarks. He stated that if there is anything that members of the Senate want him to include in those remarks to let him know. In addition, he regularly reports to the Board of Trustees, so if there is anything that members of the Senate want him to report, to also let him know. Lastly, he reported that over the break CFE President Schneiderman and President Gordon did a joint presentation at the New Employee Orientation.

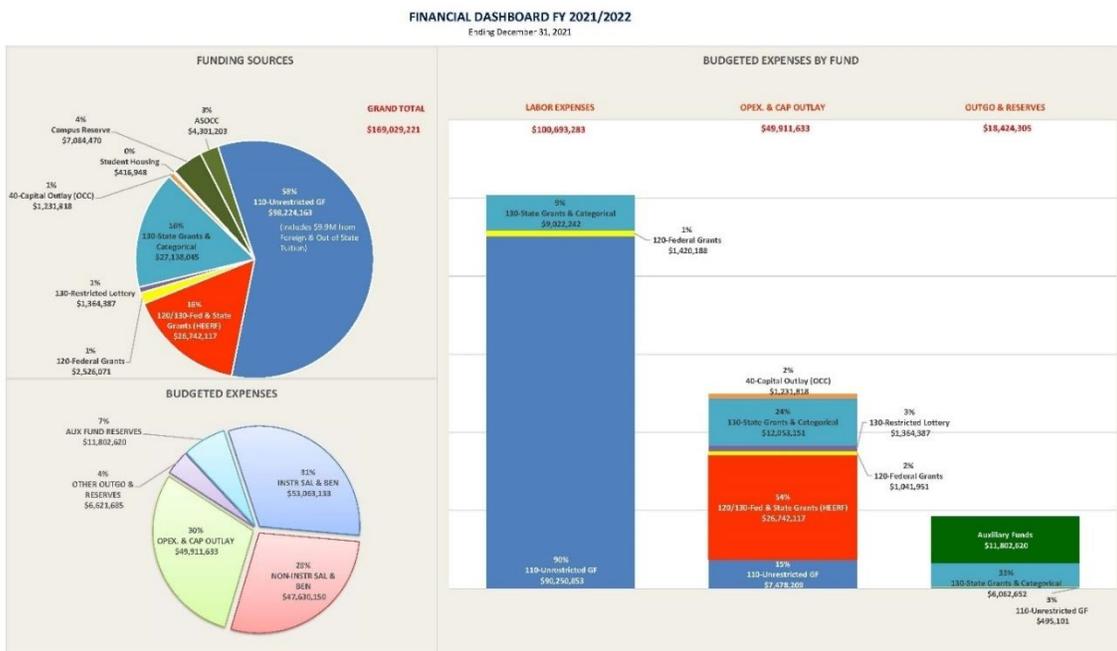
Vice President's Report – Rendell Drew: Reported that yesterday, January 31, was the first day of the spring semester and that his attendance rate was above 90% after the Chancellor's decision to move almost all classes online for the first two weeks of the semester given the increase of COVID cases. He is excited to be back. He reported that he would like to see more collegiality moving forward between administration and faculty and always keeping students at the center of the conversation. Vice President Drew added that he had a report from former senator, Dr. Arismendi-Pardi (Dr. AP), that one of his prior students, US Navy veteran student Nick Connery, took his life on December 11, and this was very saddening to Dr. AP. Vice President Drew also talked about a previous incident a few years ago in which an OCC student took another student's life. The College then pushed to do something for veteran students. Now there is a veteran's program and a veteran's office. That event affected him so much so he can understand what Dr. AP is going through. Every student we come in contact with has a story or struggle, a story of humanity and things that they have to get over just like everybody else. We have to remember our roles as professors and model good behavior for students. It is important to keep in mind that as we start a new semester to be aware that providing flexibility and accommodations is not lowering standards but is about equity and equality. This is not an issue of race or ethnicity, but of human elements. He encourages the Senate, the College, and the District to continue to move forward toward esteeming and respecting each other regardless of roles and positions.

- B. Union/Bargaining Unit Report – Rob Schneiderman:** Reported that they just gave their negotiations dates to the Vice Chancellor of Human Resources. They will be negotiating in the spring an MOU for competency-based education. They will do a little bit of negotiations to make some adjustments to the evaluation article. With the competency-based education, there are two representatives from Coastline who are interested in serving, but there is not yet a representative on that negotiations team who is involved with competency-based education from Orange Coast College. If there is someone, preferably on the Curriculum Committee, who is interested in the parameters of an MOU or contract language for competency-based education, please contact Rob Schneiderman and CFE can appoint that person to that committee. They will be meeting on Thursdays or Fridays whichever works for the representative. In addition, CFE needs a representative for the District Administration Policies/Board Policies committee. They meet once a month on Fridays. Senator Kennedy currently serves as a Senate representative. Lastly, CFE has an opening for a vice-president on the Executive Board of the Union. They meet the first Thursday of the month from 9 am to 12 pm.

C. Budget Update – Senator Ely: Reported that the District Consultation Council (DCC) Budget subcommittee met on January 28. The first item to report is that for the P1 report for fiscal year 2021-2022, currently it is looking good. The FTES for OCC, which is the full-time equivalent student count and what the base pay is calculated off of was only down 4.5% from the same time in 2021. That is very good considering everything that is going on. That puts OCC's FTES contribution to the District at 53.4%, which has been 52.11% in the past. The funds come into the District in total and then get distributed out to each of the three colleges. The traditional percentage that OCC has received for probably about ten years is 52.11% so we are actually contributing above what the allocation is. There are conversations starting to recalculate those distributions.

Second, the Governor has proposed changes to the *Hold Harmless* funding. In previous reports, it was mentioned that the college would have a big funding drop in 2024-25. The Governor is proposing a much more realistic and palatable suggestion: to continue the base funding based on the 2017-18 fiscal year enrollment number but also apply cost-of-living adjustments (COLA) of which the Governor is proposing about 5% for this year to the actual enrollment number. What that does is stabilize and allow us to encourage gradual and thoughtful reductions over the next three to four years rather than implement drastic reductions quickly.

The OCC Budget Committee met on December 8, with a new Financial Dashboard for your information, input, and feedback. The dashboard may be on the OCC portal.



- The top pie chart shows our budgeted funding sources by % of the total funding as of December 31, 2021
- The second pie chart shows the budgeted expenses by major categories – Instructional, non-instructional, operating expenses & capital outlay, etc.
- The bar chart puts the two pie charts together – showing the budgeted expenses grouped into labor, operating/capital outlay, and then other/reserve. Then within the expense group, you see the % of that expense that is provided by a particular funding source

Senator Ely: There are thirty districts in the state that are in a similar position. It is encouraging that people at the state level are realizing that there is a bigger problem, and it needs to be addressed statewide and funding-wise.

The OCC Budget Committee is vetting this dashboard. It has gone through College Council and is now at the Academic Senate.

President Gordon: Suggested that when the budget is finalized, they come back to the Senate and put on the agenda the so-called "fiscal plateau" and go over what those changes are. He stated that the current financial position seems balanced because of the extraordinary situation regarding COVID-related funds.

Senator Ely: Agreed to the president's statement and congratulated Dr. Rich Pagel, Rachel Kubik, and their team for investigating what the college can use the HEERF funds to offset and relieve some of the pressure on the general fund.

Vice President Drew: Asked what restricted lottery is.

Senator Ely: Answered that that is the money that the college gets from the lottery, but it is restricted to instructional tools only. Those are tools that students can touch with their hands. They are consumables.

- D. Diversity, Equity, and Inclusiveness Initiatives – Vice President Drew:** Encouraged more colleagues to report out under this agenda item. This is an opportunity to step it up and improve on DEI initiatives. For FLEX Day, the International Multicultural Committee (IMC) and the Multicultural Center are putting together a roundtable presentation. It is a discussion titled "Addressing Multiculturalism Amongst the current COVID Pandemic. It is going to be a panel of instructors and people including those from the Disabled Students area. This is still a work in progress. They are making a nexus with the Global Engagement Center and their outreach to the foreign students. They will focus on issues of how the current pandemic has potentially impacted students of color at the community college level. Additionally, a representative from the Global Engagement Center will address how the pandemic has directly impacted and affected international students from a global perspective. They will provide some insights, thoughts, and discussions that are going to help move this discussion forward. Things are changing in the geopolitical world with the view of COVID and learning how to deal with it. If anybody has any ideas or suggestions for the Flex session, let Senator Drew know. He will moderate the panel.
- E. Professional Development Institute (PDI) – PDI Chair Marilyn Kennedy** reported that PDI has funding for conferences in person and online.

4. New Business

A. Search Committees Approved on Consent Agenda Jan. 05, 2022:

President Gordon: Stated that over the break the E-board acts on behalf of the Senate, and it did approve these search committee members:

- o **Computer Science (Position 1):** Lisa Knuppel, Gabriela Ernsberger, Hatice Aydin, Douglas Cole
- o **Counselor – Athletes:** Renee De Long, Stacy Kirch, Eileen Tom, Jared Vidal
- o **Aviation Maintenance (Position 1):** Daniel Shrader (2021)/Nancy Jones (2022), John Carter, Aureliano (AI) Cervantes, Michael Lannom
- o **Electronics:** Daniel Shrader (2021) and Nancy Jones (2022). John Carter, Aureliano (AI) Cervantes, Michael Lannom

- **Ethnic Studies (Position 1):** Kevin Henson, Jessica Alabi, Rebecca Ogaz, Erik Rangno, Jordan Stanton
- **Early Childhood Education/Human Development:** Christiaan Desmond, Jeanette Ellis, Laurie Campbell, Lynn Cottrell
- **Counselor – General:** Renee De Long, Linda Bagatourian, Andrea Lane, Laura Reese
- **3D & Sculpture:** Larissa Nazarenko, Kevin Myers, Holly Topping, Leland Means
- **Cardiovascular Technology:** Christiaan Desmond, Kristy Norfolk, Christina Montano, Cindi Reber-Bonhall
- **Speech Language Pathology:** Christiaan Desmond, Loren Sachs, Elizabeth Blake, Laurie Campbell

Senator Cuellar: Commented that building on Vice-President Drew's comments of the importance and relevancy of DEI, he wanted to highlight the efforts of the Literature and Language department last semester in their efforts to go beyond searching for committee members and nominations and actually implement filters to try to ensure as much as possible, within their reach, to have a diverse and equitable representation. He understands that some departments can only work with so much in regards to diversity, but there are efforts that they could still perhaps consider in regards to being equitable and in regards to the relevancy importance of meeting the needs and trying to mirror the current student demography. He has some concerns with the composition of some of the committees, in particular his own department and division under the student services wing, referring specifically to the General Counselor position. He knows that equity and diversity are very important to the college, specifically in the counseling division, but he believes that there is also a need for gender diversity representation on that committee.

Senator Kennedy: Stated that there is a diversity statement in the board policy that is pretty inclusive that includes various types of diversity, including what Senator Cuellar is talking about. It is a good idea to revisit that policy when looking for search committee representation.

Vice-President Drew: Thanked his colleagues for the comments because it is important. It is something that is talked about every year and at some point, it needs to be implemented. He said it is important to make sure that there is not only ethnic representation but also gender representation when constructing the committees. He also highlighted Senator Kennedy's question about disability representation. He is happy to see progress but there is so much more than can be done.

Senator Cuellar: It is important to take into consideration that not only is equity something that impacts the student body at OCC, but also it is something that impacts staff and faculty. It is also very important to be cognizant that there is an impact at both the effective and cognitive levels in regards to the composition of committee members and how that impacts the interviewees. They do need to be cognizant of the composition of committee members because it could potentially skew to one direction or another consciously or unconsciously. It is a reality that needs to be considered.

B. Recommendations for Midterm Report Process, Timeline, and Faculty Writer – Dr. Anna Hanlon:

Dr. Hanlon shared the Accreditation Coordinating Committees' recommendations for the midterm report process, the timeline, and the faculty writer. She joined the meeting along with Dr. Sheri Sterner in their roles as Co-Chairs of the ACC.

History: In 2018, the College took on the task of putting together our institutional self-evaluation, done under the leadership of different participatory governance committees that were linked to the different standards that was written and submitted to the ACCJC. In 2019, they had a team visit followed by the commission's action letter. In that letter were four recommendations for improving institutional effectiveness and

reaffirmation. Since that time during 2020 and the current time, the College has been working on the quality focus essay, which is part of the accreditation reporting that they submitted in 2018. The ACC has continued to monitor the accreditation to assure that the college is going to meet timelines and deadlines for the reporting requirements.

Midterm Report Due 2023: The midterm report is due in 2023; these required areas need to be addressed: (1) Response to Four Recommendations for Improvement, (2) Reflection in Improving Institutional Performance, (3) Report on Quality Focus Essay (QFE), and (4) Fiscal Reporting.

Processes, Approaches, and Evidence Collection: The ACC spent the fall semester discussing the processes and the approaches that they could take to create the midterm report and is seeking the Senate's feedback and subsequent endorsement. The recommendation is to rely on the existing committee linkages used when they were writing for the original accreditation, then provide the committees with standardized forms, the request that the committee chairs develop the work groups from their committee membership and with additional stakeholders that play a part in terms of providing evidence for the different areas of the midterm report. With this recommendation and relying on these linkages, they have developed what would be the assignments for the different areas.

In terms of the four different recommendations that were in the action letter, institutional standards would fall to the ACC, the IE Committee, and the CTE office because they were related to career technical education programs. The performance gap recommendation would fall to ACC and the IE Committee. The technology recommendation would fall to the Technology Committee and the District Technology Committee, since that is centralized along with ACC, and they are working with Dr. Serban. The fiscal reporting recommendation should be linked to the OCC Budget Committee. In terms of the SLOs, those would fall to the IPC and the IE Committee. The Institutional Set Standards would be the IE Committee. The quality focus essay would be ACC and they have already created a report that documents work through 2021, so they would continue that work.

In terms of process, because this is about collecting evidence, ACC would work with the chairs of the committees that have been identified to make sure that they develop the work group from their committee memberships along with additional stakeholders who will provide important information and support. They will continue to communicate with the ACC co-chairs, collect their evidence, and then provide a narrative of their evidence in a bulleted form. If a smaller group does some work, they will report back to the larger committee to get feedback on that work.

Then they will make sure that they are aware of other groups that need to provide feedback and reviews such as the Academic Senate, in terms of areas that are under the 10+1. Then, the committee chairs will submit the evidence that they have collected with their bulleted narrative to the ACC for review, feedback, and inclusion in the larger report. This is the process for evidence collection that will happen in this semester spring 2022.

Timelines: In terms of a timeline, there are a few things happening in spring 2022. They have reviewed recommended processes from the Academic Senate and are following up on those process recommendations today. The faculty midterm report writer will be advertised and selected. They will then do some team training, collect the evidence, and then the ACC, the accreditation liaison officer, and the faculty writer will review evidence for clarity.

In the summer, the writing will happen. The ALO and the Faculty Writer will look at the evidence to determine if there are gaps and see if they need to go back out for more evidence. They will then determine the approach for writing the draft. They will write the draft so that it is ready for campus review in the fall of 2022. In the fall 2022 they can bring that to the Academic Senate for review and feedback. It has to go to a lot of committees, such as the Classified Senate, the Administrative Leadership Team, Student Senate, and other committees and councils.

They collect the evidence in the spring. They have written it in the summer. It is now ready for vetting in the fall, so that they can finalize it, have the board look at it, and bring it back to the Senate for final endorsement in spring of 2023 when it is due. This report is due in March of 2023 and with this timeline and this work scheduling and the workflow, it will allow them to write the report and have it ready for the Senate review in the spring of 2023 before they submit it.

Faculty Writer: In terms of the Faculty writer, the ACC is recommending that they continue with their past practice of having a faculty writer. This will make sure that they have the faculty perspective within the midterm report areas, which heavily impact the faculty. There is an MOU template that they used in the original accreditation team visit that can be modified to reflect the work and scope of work for the midterm report. The MOU will go through the Union and the Senate so that the faculty writer can begin their work this semester. She asked for feedback on the recommendations. They want to provide an opportunity for feedback and then get endorsement from the body, since the process of this report writing is something that falls into the 10+1.

In response to a question, Dr. Hanlon noted that there was no faculty writer last time as no faculty member came forward. They hired VPI assistant Erin Fitzgerald. ACC no longer wants to do that as they wish faculty input.

This item will come back next week.

C. Authorization under Brown Act, Government Code § 54953(e), for Conducting Meetings Remotely Due to the COVID-19 Emergency Because Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees:

President Gordon stated that this is a perfunctory item that the Senate will be doing every other month. The body needs to approve the holding of the meetings over distance under the Brown Act. The language was included in the agenda that was sent out to everyone. President Gordon read the statement out loud:

Authorization under Brown Act, Government Code § 54953(e), for Conducting Meetings Remotely Due to the COVID-19 Emergency Because Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees.

Motion 2: Senator Drew moved to approve Brown Act, Government Code § 54953(e) to allow the Senate to continue to have meetings remotely; motion seconded; motion approved.

D. COVID & Teaching:

President Gordon: stated that this item will be a standing item on the agenda at least for this beginning portion of the semester. President Gordon open the floor for senators to comment.

Senator Kennedy: Stated she had a student confused about which classes are online for the semester and online for two weeks or so and wonder if some students are just confused or if there is confusing information being sent to them.

Senator Drew: Asked a question to the CFE President as to how long they are going to have to be in this situation because his students are asking him.

CFE President Schneiderman: Advised that he could just tell students what he told his classes that the Chancellor is going to decide on February 2. He advised his students to check their emails, to not ignore those emails from the District because it is very possible that they might extend this for a week or two. Those students need to know they do not want them showing up on campus if there is no on-campus classes or vice versa.

Senator Drew: Asked if that was a unilateral decision made by the Chancellor or if that was or will be discussed with the College Presidents, the Senates, or other leadership groups.

CFE President Schneiderman: The Chancellor has not discussed extending it beyond his discussions representing the Union and the Faculty who said they wanted to extend it to four weeks. He did have a discussion with him on that. He said he is speaking with the presidents. He has not convened the District Consultation Cabinet that has all of the constituencies. He has not asked for their recommendations in that venue, so it sounds like it is a decision that he is going to be making with the presidents of the colleges tomorrow.

President Gordon: Suggested to the College that given the pace of change and given the need for current information, he believes that there should be something easily accessible on the front page of the website from a marketing perspective. *Coast Report* online is doing that.

Senator Calabretta: Asked how the experience was for those senators whose classes started yesterday. She asked if they faced any confusion.

Senator Drew: Stated that his class had a 90% show-up rate in attendance.

Senator Ely: Said that it went very well. She did have some questions from students. She made all the class information available on the front page of her Canvas homepage, including office hours.

Senator DeShano: Stated that she had a 100% show-up rate yesterday and all but one show up today. Something that helped was that she put out an announcement reminding everyone that the first two weeks they were going to meet on Zoom. Then on Module One she had the title "meeting via Zoom weeks one and two." If they look at the module, if they look at announcements, if they look pretty much anywhere on Canvas, they are going to see that they are not meeting face to face.

5. Adjournment of the Regular Meeting

President Gordon adjourned the meeting at 12:29 p.m.

6. Approval of the Minutes: February 8, 2022

MINUTES: First draft written by Beatriz Rodriguez, Administrative Assistant to the Senates. 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
12/07/21 & 12/14/21 Minutes	Brown Act Government Code §54953(e)	
<i>Please note that the Presiding Officer's vote shall be recorded as an abstention, unless breaking a tie.</i>		
Absent	Absent	Alabi, Jessica Ayo: Senator-at-Large (2020-2023)
Aye	Aye	Ball, Jason: Part-Time Senator (2021-2022)
Aye	Aye	Barnes, Carol: Counseling Senator (2021-2024)
Aye	Aye	Boogar, Tyler: Math and Sciences Senator (2020-2023)
Aye	Aye	Calabretta, Nina (Part-Time Senator (2021-2022)
Absent	Aye	Connor, Sean: Senator-at-Large (2020-2023)
Aye	Aye	Cuellar, Eric: Senator-at-Large (2021-2024)
Aye	Aye	Della Marna, Jodi: Library & Learning Support Senator (2020-2023)
Aye	Aye	Denney, Matt: Technology Senator (2020-2023)
Aye	Aye	De Shano, Tina: Consumer Health Sciences Senator (2020-2023)
Aye	Aye	Drew, Rendell: Vice President , Senator-at-Large (2020-2023)
Aye	Aye	Ely, Cyndee: Part-Time Senator (2021-2022)
Abstain	Abstain	Gordon, Lee: President , Senator-at-Large (2019-2022)
Aye	Aye	Kennedy, Marilyn: Secretary , Lit and Lang Senator (2019-2022)
Absent	Absent	Legaspi, Jodie: Athletics and Kinesiology Senator (2020-2023)
Aye	Aye	Lloyd, Doug: Senator-at-Large (2020-2023)
Aye	Aye	Means, Leland: Visual and Performing Arts Senator (2021-2024)
Aye	Aye	Neil, Jeanne: Business and Computing Senator (2019-2022)
--	--	Otwell, Charles: Curriculum Chair (Non-Voting) (Open)
Aye	Aye	Pena, Max: Senator-at-Large (2019-2022)
Absent	Aye	Sachs, Loren: Senator-at-Large (2019-2022) 12:14 arrival
Aye	Aye	Stanton, Jordan: Social and Behavioral Sciences Senator (2019-2022)