

ORANGE COAST COLLEGE

Academic Senate Meeting | February 15, 2022 | 11:30 am - 12:30 pm | Zoom

Academic Senator Attendance

Jessica A. Alabi, <i>at-Large</i>	Present	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>	Absent
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>	Absent
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>	Absent
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>	Present
Cyndee Ely, <i>Part-Time Faculty</i>	Present		

Guests (Optional & Voluntary Sign-In): Jaki Kamphuis, Anna Hanlon, Kate McCarroll, Renee DeLong, Sheri Sterner, Katherine Smith, Stephen Gilbert, and Michelle Grimes-Hillman.

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:** Stephen Gilbert, Cyndee Ely, Rendell Drew, Kate McCarroll.
- C. **Approval of the Minutes:**

Motion 1: Senator Kennedy moved to approve the February 8, 2022, meeting minutes; motion seconded; motion approved.
- D. **For the Good of the Order:**

Senator Kennedy: Based on feedback I have received, there seems to be some misunderstandings from managers and leaders across the campus and at the District in terms of understanding online teaching and the student benefits from it. A recommendation she received from a constituent was for managers and leaders of the campus and district to consider receiving training in understanding remote and online teaching.

2. Consent Agenda

Please note that the Academic Senate may only approve faculty to committees; other committee members listed are for information only.

- A. **Academic Senate Chancellor Search Committee Representative:** Rendell Drew
- B. **Counselor, EOPS: Hiring Committee:** Renee De Long (manager), Faculty: Heather Coddling, Melissa Rosado, Chris Kulik, Rendell Drew
- C. **Transparency Committee Members:** Jamie Blair, Tab Livingston, Irene Naesse, Marilyn Kennedy, Rebecca Ogaz
- D. **Search Committee Representatives for Director, Disabled Student Programs and Services [DSPS]:** Eric Cuellar, Irving Chavez Jimenez

Point of Order/Request for Information: Secretary Kennedy requested clarification on the names on the consent agenda for the Director for DSPS for Senate records, as the names and positions do not match with the names drawn from the E-Board last week. She also requested clarification of the number of positions.

President Gordon stated that for certain positions, like the Chancellor search, the Board will make the choice, but when possible, the random selection process is used, and it was used this time. In order to serve on a search committee, a faculty member must have completed the District diversity training program. For this particular position three faculty responded, but the first person whose name was drawn had apparently not completed the District diversity training program, so the second and third faculty names were used; there were two positions. As a reminder to faculty, if it has been more than two years since completing the District diversity training program, you have to take it again to be eligible to serve on a search committee.

Motion 2: Senator Drew moved to approve the Consent Agenda; motion seconded; motion approved.

3. Officer, Senator, & Committee Reports

A. President and Vice President's Report:

1. President's Report – Lee Gordon:

Reopening and Feedback: Requested feedback from the Senate on the campus reopening after two years. At DCC, there was a recommendation to the Chancellor to move to four days a week of support services on campus starting three weeks from now. The Chancellor will decide by the end of this week.

District IT Centralization: The Senate put out a call for a faculty member to serve on the search committee for a new District Director of IT Services. The E-board has discussed campus and District policies and procedures concerning IT services for OCC faculty. At the last meeting of the District's Technology Subcommittee, the presidents of the Golden West and OCC Academic Senates raised the issue of the District's decision to centralize IT services at the District, as opposed to the campus level. They were advised that the decision to consolidate the delivery of IT services at the District level was made approximately a decade ago. The District's perspective appears to be that the matter is settled. Last year, representatives of OCC advised the District Technology subcommittee that the delivery of IT services to campus classrooms and offices is a key to student success and is therefore a component of the 10+1; and is under the purview of the Academic Senates. In a meeting of the Academic Senate this spring, he would like to put on the agenda the broader topic of "District Centralization".

Baccalaureate Degrees at OCC: There is the topic "Baccalaureate Degree Proposals" on today's agenda. He reminded the Senate that this is not a one-time opportunity. Program proposals that are not quite ready to go forward at this time will have further opportunity to apply next year.

2. Vice President's Report – Rendell Drew:

Chancellor Search Committee: He has been appointed to serve on the Chancellor's search committee. He took the EEO training last Friday and learned a lot.

District IT Centralization: He concurs with President Gordon that there is a problem with District Centralization.

Senator-at-Large Vacancies: The Senate put out a call to fill the two Senator at-Large vacancies. The Senate received two responses: Irving Chavez Jimenez and Eric Cohen.

Faculty Handbook: He contacted the Faculty Handbook subcommittee and met with the VPI and discussed the strategies on how to go about updating the faculty handbook. Once the VPI gets the faculty input, she will work with the instructional deans. The

members of the subcommittee are Rendell Drew, Leland Paxton, Jason Ball, and Eric Cuellar. They are looking for another member to serve on the committee. He asked for volunteers from the floor and Senator Boogar was recommended. The goal is to have all revisions done by the end of fall semester.

- B. Guided Pathways – Senator Alabi:** Onboarding has been meeting twice a month. She stated that most faculty know how the faculty hiring prioritization process goes, but not that many are familiar with how the classified or manager hiring process goes. She has been on Guided Pathways for five years and a lot of what needs to change on the onboarding process has to do with resources for personnel. The one big thing that administration is saying “no” to is hiring. That is a conundrum because all the [onboarding] research points to high-touch processes, meaning more people helping students, not more programs on the computer, not more self-processes for students to do themselves, not more paperwork for students and forums, but more people helping students through processes when they fall through the cracks. If the college says they cannot hire more people and they are spreading the people they have already very thin by making them do more in trying to help students when those personnel already have a lot on their plates, they are basically saying they cannot revamp the onboarding process.

Guided Pathways has its own money, but it is considered categorical funding and whenever there is categorical funding or special funding a district sees that money as money that is not dependable. It is not going to rely on it to hire people. Whenever a large sum of money is received people automatically think of buying computers and other tools, but institutional changes cannot be made without hiring people. As a faculty member coming into this process for the first time, she is really disappointed. The “stuff” will not bring the change.

- C. Union/Bargaining Unit Report – CFE President Rob Schneiderman:** Reported that they will be negotiating some evaluations changes very soon. They previously negotiated to have \$3000 come to the Academic Senate of each college to compensate Part-Time representatives, as they value the part-time input. Once CFE receives the names of the part-time representative, they will divide up that money and get them compensated.
- D. Budget Update – Cyndee Ely:** Reported that she can no longer attend the budget committee meetings in their entirety although she can still provide reports and requested to put a call out to find an additional representative. The committee meets on Wednesdays from 2-3:30pm. **President Gordon** acknowledged Senator Ely for her hard work on the OCC and District budget committees.
- E. Diversity, Equity, and Inclusiveness Initiatives – Professor Anna Hanlon:** Reported that the first two open feedback sessions regarding the draft of the DEI plan were held. They will have a FLEX session at eight a.m. if anybody would like to attend and provide their feedback related to the impact goals that touch the 10+1.
- F. Transparency Committee Report: Marilyn Kennedy:** Reported that the Transparency Committee is in the process of arranging their first meeting.

4. Unfinished Business

- A. COVID & Teaching: President Gordon** noted that this will be a standing item on the agenda at least until Spring break. The Chancellor will decide if the District moves to four days a week (in three weeks) by the end of this week.

Senator Kennedy: Received concerns from faculty even before the official return and those constituents shared their worries about the weaknesses in campus safety and testing protocols; Senate Kennedy is also very concerned about the PPE. She has not heard enough on that yet. She had a faculty constituent tell her that several students notified their instructor that they tested

positive for Covid before the returns and would not be in class the next week. The faculty member likened the campus testing protocols to “political theater” as not everyone is being tested but everyone knows that vaccinated people can transmit or carry Covid, so the testing is not fully effective. Additionally, based on constituent concerns and her own observations that it would be helpful if managers, college and district leaders, and Board of Trustees members be trained in current remote education to be aware of current trends and practices.

As a follow up, **President Gordon** reminded the Senate that there was a consensus at the Senate retreat last fall that there is a need to work with the administration on 10 + 1 training, as well.

5. New Business

- A. Baccalaureate Degrees Proposals – Curriculum Chair Charles Otwell:** Reported that the curriculum staff developed a detailed interest form for the baccalaureate degree proposals. At the top of it is a link to the Chancellor's office memo and the handbook from the bachelor's degree pilot program. Faculty will need to provide the CIP, TOP, and SOC codes, which are the standard occupational classifications. Those codes tell what jobs the program trains students for.

Faculty are going to need time to convene an advisory board and talk with Dean Knuppel about getting labor market information, consult with the four-year schools to make sure that there is no undue competition, and develop curriculum or curriculum ideas and do other research. When faculty submit over the summer, they will need to include the CORs for the curriculum and the sequence of courses. The application period opens April 15. He will ask the Curriculum Committee if they can meet in May once or twice to approve curriculum from whatever programs they select. Then that would go to the board, perhaps in the middle of June, so that will allow time to get it all submitted to the Chancellor's office by deadlines. The Senate needs to work with Curriculum Chair Otwell to create a timeline and a process for all of this. The number of rounds will depend on the number of submissions they get.

President Gordon reminded faculty that Curriculum is the purview of the faculty.

Senator Alabi: Asked if OCC will be able to compete with community colleges that have baccalaureate programs already.

Curriculum Chair Otwell: The College will not be able to compete with community colleges in the area with B.A. programs. For instance, in the pilot program there were two dental hygiene programs approved, but one was in northern California and one was in southern California. There has to be something unique to the service area and something needed by the labor market in the service area.

Curriculum Chair Otwell: In response to a public commenter's questions, he informed that most of the criteria required are listed in the interest form. There will also have to clear those with the ACCJC along with another things. They are currently going off of the information in the pilot program handbook. He asked VPT Grimes-Hillman for more information about funding.

VPI Grimes-Hillman: Stated that there is no new money coming from the Chancellor's office regarding baccalaureate degree programs. There is a tuition rate difference for people in the baccalaureate program versus the lower division courses offered all the time that is very nominal. Regarding a resource request, which is of utmost importance for anybody who is considering offering a program the answer is “it depends.” The District has to have a funding plan, but that is at the district level. They have only had one initial conversation about what that plan might look like. That would be a district level plan and each college can submit one application for every cycle period. In each fiscal year there are two cycles. The Chancellor's office provides two cycles for baccalaureate degrees. One has an August date the other one is April 15 where they open up the cycle and then close it. Any college can apply, but only one submission. In each cycle that the

Chancellor's office runs, they will pick fifteen baccalaureate degree programs from those submissions.

Curriculum Chair Otwell: Suggested that this is something for the Senate to discuss. The Curriculum Committee will be busy with approving curriculum. The Senate may want to convene a task force to help develop the processes and timelines.

VPI Michelle Grimes-Hillman: Stated that if there are any disciplines out there that have an interest in this, it is important to connect with Curriculum Chair Otwell early so that they can collectively go to the District to get information. Dean Knuppel is the CTE representative, but it is important to go straight to the District to obtain data.

- B. Midterm Report Evidence – Dr. Anna Hanlon:** Reported that at the last two meetings the Senate has spent some time looking at the process for the midterm report writing and the faculty writer:

Faculty Writer: She clarified that in terms of the Faculty Writer, now that the Senate has looked at it, that job description and will go back through the administration and to the Union to create a new MOU. Once that is done, then it will come back to the Senate.

Midterm Report Forms: The midterm report is very narrow in its focus whereas the institutional self-evaluation report is created for the accreditation renewal visit, which is very broad and covers all of the standards. The midterm report is very focused where they only have to reply to the recommendations for improvement in institutional effectiveness, which they had along with SLOs, institutional set standards, fiscal reporting, and the QFE. Forms were created for these issues.

Shared Governance Committee Chair Form: One of the requirements is Response to Recommendations for Improvement that were listed on the action letter from the ACCJC, which they are required to address. The form starts with a short introduction background, and then the actual recommendation statement, along with the paragraph from the site visits peer review because that gives the recommendation greater context in terms of what evidence they need to collect. The first prompt comes directly from the verbiage from the document the ACCJC supplies. The second prompt asks them to document what the College has done in response to the recommendation, followed by evidence. The third prompt asks if the committee feels that the College addressed the institutional improvement recommendation. Then, they ask for some backup in terms of how they went about their process to assure that each committee followed the spirit of recommendation to be extremely inclusive and to add additional stakeholders that have additional information.

Improving Institutional Performance/Student Learning Outcomes/Institutional Set Standards Form: A second form was created for the other required sections that are standard. All colleges need to respond to improving institutional performance specific to student learning outcomes and then also institutional set standards. The second form is what was created for the standard areas that all colleges have to provide. They would write what areas need to be addressed, providing required evidence. Then there are four basic prompts asking for a draft based on the requirements, evidence, the summary of the process that they use, the last two again to assure that there was an inclusive process in terms of collecting the evidence.

Quality Focus Essay and Fiscal Reporting Forms: They also need to report on the quality focus essay that they wrote and then fiscal reporting. Two forms were created.

- C. Board Policy and Procedure 2431 Chancellor Search Policy – Marilyn Kennedy:** Provided a background on the policy, noting that it was moved forward with the addition of a Classified member on the search committee without providing the normal time for input from the faculty senates in the last Board Policies and Administrative Procedures Committee. Because there was no time to get constituency feedback, OCC and the other Senates abstained from voting to move it forward, but it moved forward anyway. Since that occurred, she would like to get Senate

feedback on that issue and any other issues related to the policy. She noted that many administrative search committees in the District have a Classified member on them (which is a different position from a Classified Confidential seat), and it seemed reasonable to have a Classified member on this search committee.

She also shared concerns about transparency and what appears to be an overconcern about confidentiality of the applicants versus the transparency needs of the community and college stakeholders' need to know, meet, and vet the candidates before they are selected, Riverside Community College District has a good policy for public forum interviews for the community and other stakeholders as do other colleges.

The Senate endorsed the suggestion of adding a Classified representative on the Chancellor search committee, as well as supporting a forum feature.

6. Adjournment of the Regular Meeting

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

7. Approval of the Minutes: February 22, 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
2/08/22 Minutes	Consent Calendar	

Please note that the Presiding Officer's vote shall be recorded as abstention, unless breaking a tie vote.

Aye	Aye	Alabi, Jessica A.: Senator-at-Large (2020-2023)
Absent	Aye	Ball, Jason: Part-Time Senator (2021-2022) 11:37 arrival
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)
Aye	Aye	Connor, Sean: Senator-at-Large (2020-2023)
Absent	Aye	Cuellar, Eric: Senator-at-Large (2021-2024) 11:38 arrival
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)
Absent	Absent	Lloyd, Doug: Senator-at-Large (2020-2023)
Aye	Aye	Means, Leland: Visual and Performing Arts Senator (2021-2024)
Absent	Absent	Neil, Jeanne: Business and Computing Senator (2019-2022)
--	--	Otwell, Charles: Curriculum Chair (Non-Voting)
Absent	Absent	Pena, Max: Senator-at-Large (2019-2022) 11:46 arrival
Absent	Absent	Sachs, Loren: Immediate Past President: Senator-at-Large (2019-2022)
Aye	Aye	Stanton, Jordan: Social and Behavioral Sciences Senator (2019-2022)