

# ORANGE COAST COLLEGE

Academic Senate Meeting | March 1, 2022 | 11:30 am - 12:30 pm | Zoom

## Academic Senate Member Attendance

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

**Guests (Optional & Voluntary Sign-In):** Jeanette Grimm, Arabian Morgan, Jaki Kamphuis, Anna Hanlon, Kate McCarroll, Renee DeLong, Rebecca Morgan, and Michelle Grimes-Hillman.

## 1. Preliminary Matters

- A. **Call to Order:** President Lee Gordon called the meeting to order at 11:30 A.M.

**President's Report—President Lee Gordon :**

OCC will be hosting the Partnership Resource Team (PRT) visit Thursday, March 3, 2022, as part of our involvement in the California Community College's Institutional Effectiveness Partnership Initiative (IEPI). OCC's focus for this project is on enrollment awareness, development of a strategic enrollment plan, and predictive analytics. Thursday's visit will be the first of three visits this year, this first visit via Zoom. The second visit will be in early April, and in person. The College is using IEPI support to create an Innovation and Effectiveness plan. OCC may potentially receive up to \$200,000 to implement the plan.

- B. **Opportunity for Public Comment:** Arabian Morgan (agenda item).
- C. **Approval of the Minutes: Motion 1: Senator Kennedy moved to** approve the February 22, 2022, meeting minutes; motion seconded; motion approved.
- D. **For the Good of the Order:**

**Senator Boogar:** Former Senator Blair announced her upcoming retirement; Senator Boogar encouraged the Senate to congratulate her.

**Senator Ely:** Senator Neil's mother passed away peacefully this morning.

**PDI Chair Kennedy:** Her email address was mixed up and given to another person at OCC, and so she has been receiving email for that person and not receiving some PDI email. Until this gets straightened out, please send PDI communications to her at this address: [profmkenedy@aol.com](mailto:profmkenedy@aol.com).

**Senator Drew:** Commented that the Senate should recognize retired senators with a card or certificate and should also consider providing kudos and condolences for colleagues.

## 2. Consent Agenda

- A. Faculty Handbook Subcommittee Member:** Tyler Boogar
- B. Transparency Committee Member:** Eric Cuellar
- C. Brown Act:** "In compliance with AB 361, the Academic Senate, and the Curriculum Committee, will meet via teleconferencing for the next 30 days due to CCCD requirements for onsite meetings and health regulations for social distancing."

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

## 3. Officer, Senator, and Committee Reports

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

**1. President's Report – Lee Gordon:** President Gordon reported under Preliminary Matters.

#### **2. Vice President's Report – Rendell Drew:**

**Faculty Handbook Subcommittee:** Has scheduled its first meeting; the Committee will identify recommendations pertaining to the faculty's purview of the 10+1. He welcomed the newest member, Tyler Boogar.

**Starfish and Guided Pathways:** Stated that he has heard good things about the program: it is on the College home page and faculty are using the program. Simultaneously there are always bugs to work out in a new program and we are in year five of Guided Pathways. He suggested that Jaki Kamphuis and Kate McCarroll present to the Senate about Starfish and Guided Pathways.

- B. Transparency Committee Report – Senator Kennedy:** The Transparency Committee will be meeting Tuesday, March 2, from 11 a.m. to 12 p.m. The Committee has three unfinished items on the agenda from last semester; the Committee will also be reviewing the bylaws and electing temporary officers.

## 4. Unfinished Business

### **A. COVID & Teaching:**

**Professor Arabian Morgan (public comment):** Stated that it appears that the system Clear4 seems to not be properly working, the system that is supposed to allow faculty to verify if students are compliant with a negative COVID test or a vaccination status. Because the system seems off, he is hesitant about dropping students from class, if there are errors on the Clear4 system.

**Senator Kennedy:** Read concerns and a comment from one of her constituents. The professor had a student who showed the QR code before class and he said he was cleared. The professor found out later that the student only showed the code that says he is going to be tested, not the one for the clearance for the class. The professor recommends that faculty carefully verify that the QR code shown to professors says "cleared" on the bottom and has the correct student's name, possibly even scanning it.

The professor also wanted to say this: *"I want to register a complaint that we are asked to handle all of this. It is disruptive to our teaching. Students need to plan ahead or not attend class"*.

## 5. New Business

### A. Guided Pathways:

**Curriculum Chair Charles Otwell:** The plan is to have the reports from the three Design Teams.

**Dean Steve Tamanaha:** They will present on the budget, the expenditures, and their processes, then have each of the Design leaders present. Guided Pathways is divided into four pillars: defining the path, how to choose a path, how to stay in the path and an assessment portion.

The budgeting items are based on those four pillars. He showed the list of funded programs from the beginning of last summer until now: Guided Pathways Framework and Program Review Seminar, Communities of Practice (COP) - Math Department, Starfish Implementation Team Support, Starfish Implementation Team - Faculty & Counselors, Curricular Mapping and Uploading into Templates Part 1, Curricular Mapping and Uploading into Templates Part 2, Cultural Curriculum Audit, Transferring Maps into an Electronic Format, and Re-envisioning Program Review Through the Lens of Guided Pathways.

All the projects have gone through a vetting process. They either go through the Task Force as a whole or through the different design teams. They want to make sure that they address the four pillars and that they honor the work of each design team. There is a short questionnaire on the website to apply for funds. Dean Tamanaha displayed a document titled "Expenditure Guidelines." They want to follow the spirit of Guided Pathways. There are things that they can spend money on, but there are also things that they cannot spend money on, this is common for all Categorical Restricted funds from the State. They cannot pay for gifts, stipends for students, political contributions, FTE-generating courses, or supplanting.

**Professor Hanlon:** Asked if there is a way to devise a process where Program Review ARRs can apply for some of those funds meeting the four Guided Pathways' pillars. She suggested having the IE coordinators work with Guided Pathways and IPC and initiate that conversation to have a streamlined process.

**Dean Tamanaha:** He suggested that go through the Guided Pathways Task Force as a whole, then they can figure out if that meets all the guidelines,

**Dean Tamanaha:** Displayed the Guided Pathways budget on the screen. The total allocation is \$1,698, 277.00 It is a five-year one-time allocation. It was hindered by the pandemic. As they go into the summer, there is about 1 million left. The categorical funds are allowed to carry over. Most of the money can be spent on faculty and staff (55%), then professional development (20%), student-centered technology upgrades (18%) and administrative time (7%). He emphasized that expenditures were hindered by the pandemic, especially in professional development. Starfish was paid with the "student-centered technology upgrades" funds.

**Vice-President Drew:** Thanked Dean Tamanaha and emphasized that the whole campus community needs to know about Guided Pathways.

**Senator Kennedy:** Asked if there is a process in place to have faculty approvals for faculty funding as did Basic Skills.

**Dean Tamanaha:** Stated that they shifted that process into the Design Team, in which a lot of the faculty are on. Everybody is welcome to apply for funds.

**Professor Kamphuis:** Reminded everybody that once a project goes to a Design Team, it then goes to the Task Force. The three faculty coordinators along with the Curriculum Chair are to have votes along with Dean Tamanaha. The majority of those voting on projects are actually faculty members.

**Professor Arabian Morgan:** He is the Guided Pathways Coordinator for the Career and Academic Programs. Some of those academic items will be for the front facing of our school. Over the past few years, they have put together maps for all of the different programs that the school is offering students. They are currently in the midst of putting all that information on the school website, whether it is in the catalog areas or other areas. There is a bit of redesigning that is in the early stages, but a lot of the manual labor is underway right now. He appreciates faculty patience. They are a few things that are outside of the Task Force's control in regards to updating the catalog and website. They are working behind the scenes, making things happen, hoping to get some things forward-facing soon. One of the things that the Task Force will have to talk to the Senate about in the future is how do they actually market the concept of Guided Pathways better towards the college faculty members? In talking to several faculty members, it seems like they do not know what Guided Pathways is. They will need the Senate's help in promoting it more just so that they grow beyond an awareness to an actual implementation phase.

**Dean Tamanaha:** Added that they have a report to the State due at the end of the month. They will bring it to the Senate for review and approval before submission. It is called SOAA, Scale of Adoption and Assessment of the Guided Pathways programs here at OCC

**Senator Alabi:** She is the Faculty Coordinator for Onboarding. The CAPS are what they want to onboard students onto. They are eager to see the front-facing website so that students can come to the OCC website, see the Career and Academic Pathways, and get excited about their choices. Then, for those students who are able, to onboard themselves onto a career and academic pathway. Those students who need support for being guided into a pathway can get that in enrollment orientation registration services through counseling, so they get on board into the appropriate pathways. The front-facing website will have options for students to engage them about what OCC offers. Over the last four and a half years, Onboarding has done a lot of inquiry and discussing. Many of the things implemented did not require resources. They are dealing with a lot of departments in Watson Hall that were able to tweak and implement things without funding. For example, they were able to tweak different parts of orientation and navigate OCC to improve it. With the pandemic many of the areas of Onboarding were able to, in real time, redesign Onboarding for students to have a better experience. They learned from what they had to do during the pandemic to see how they could improve Onboarding for students to keep them from falling through the gaps.

**Professor Kamphuis:** She is the Faculty coordinator for the Intervention team. Their focus has been on resources on campus and the early intervention. Their main questions are these: How do we make students aware of the resources that are available to them? How do we get them to use them? Intervention has worked primarily on Starfish, which is an early intervention system. They also have a Success Matters team. When they make a referral in Starfish, they have a choice of either clicking one box that sends the referral to the Success Matters team or they have another box to go the Student Success Center if it is for tutoring. Professor Kamphuis showed the Student Services and Support page on the OCC website to refer students to when they have questions about services. The site

has a lot of different tiles with services offered on campus. There are workshops that take place every month. That was a collaboration between the Success Center, ASOCC, Financial Aid and different programs on campus so that they can have one place where workshops are presented for students. There is one link to all workshops. Students can earn OCC swag for attending the different workshops.

**Starfish Faculty Liaison McCarroll:** She is an English instructor, and she works as the liaison for the writing area of the Student Success Center. She is also the faculty representative on the Starfish Implementation Committee. They are doing their first progress survey of the semester, an email has gone to all faculty, and it is currently live. They can get to Starfish through their Canvas homepage; there is a link that will take them directly into Starfish. They can do the progress surveys on stages. The Stay the Course tile is also inside Starfish. They also have a "raise your hand" function that will connect them to the Success Matters Team if they have questions. If there are any questions about the survey, they can reach out to her or Erin Fitzgerald.

## **B. Substitutes:**

**President Gordon** introduced the issue. He asked about what the contract language with respect to substitute teaching. It is a negotiable item but also a 10+ 1 issue, as it impacts our instruction.

**Professor Arabian Morgan (public comment):** He wanted to open up the dialogue about the current substitute policy. There could be areas to be straighten out in the policy. In his division, they have abided by the contract and they have been able to create an atmosphere of filling in for one another as best as they can. However, he is not sure that works for every division or all situations.

**Senator Ely:** Stated that when she was out hospitalized and home ill her fellow faculty colleagues stood up and substituted for her classes. She was still working behind the scenes but they were the forward-facing people. As a part-time faculty, she would like the part-time faculty to be included in those conversations.

**Senator Kennedy:** She shared the contract language with the Senate. The language does not say a lot, but it does say that faculty can work with each other to substitute with the dean's approval. She wonders if the policy has changed over the years. She is seeing two situations where there is a short-term need for substitution: one where the faculty member can work behind the scenes and one where the faculty member cannot. Lastly, is there a third option, for example, if the faculty member is able to move their classes online for one class meeting time, would that faculty be considered to be present and be paid?

Section 13.8. Substitute Pay. Section 13.8.a. Substitute assignments will be compensated at the overload pay rate as set forth in this Agreement. Each hour of instruction shall be weighted according to the loading factors set forth in Section 11.4. Section 13.8.b. Faculty Members may agree to substitute for each other such that there would be no cost to the District. The designated Administrator must approve such arrangements in advance. Section 13.8.c. The process for obtaining substitutes shall be determined by the Dean in consultation with the Faculty Member.

**Vice-President Drew:** Says he has done substituting at Coastline and OCC with the dean's knowledge. What is the current issue around this?

**Senator Alabi:** When it says, "at no cost to the District," does it mean that the Faculty Member needing a sub loses pay, while the Faculty Member subbing gains pay, and it's just even for the District? Does this mean a faculty member only gets a sub for missing class but not get a sub for behind-the-scenes work, if needed?

**Vice-President Drew:** Stated that when he needed a sub, there was no lost pay. He checked with the dean.

**President Gordon:** Stated that the current substitute policy seems to be a policy of improvisation.

**CFE President Schneiderman:** Agreed with President Gordon's description of the policy that it is one of improvisation. He is taking notes to bring this back into the collective bargaining negotiations in the fall, certainly with the changes on remote teaching, as well.

**President Gordon:** In summarizing the discussion, he noted two issues: (1) we are still in a public health situation which is causing people to have dislocations in their teaching and has stretched this policy more than it may have stretched in the past, and (2) there does not seem among the faculty to be clarity on exactly what the policy is with respect to substitutes. It might be something that would merit either further follow-up from the Union and the Senate.

**Senator Kennedy:** She would like to find out what different divisions are doing or what the policy is on the campus because she thinks that the process is not clear.

**Vice-President Drew:** Stated that issues like this one could be addressed in the Faculty Handbook in terms of being updated and current.

**CFE President Schneiderman:** He placed this item on the agenda for discussion to share with at the District HR level that way they can check with each individual campus to see if there are discrepancies on how it is implemented on the different campuses.

## 6. Adjournment of the Regular Meeting

**President Gordon** adjourned the meeting at 12:22 p.m.

## 7. Approval of the Minutes: March 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	
2/22/22 Minutes	Consent Calendar	<b>Senate Membership</b>

*(Please note that the President Officer's vote shall be recorded as an abstention, unless breaking a tie vote.)*

Aye	Aye	Alabi, Jessica A.: Senator-at-Large (2020-2023)
Absent	Absent	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)
Aye	Aye	Chavez Jimenez, Irving: Senator-at-Large (2021-2024)
Aye	Aye	Cohen, Eric: Senator-at-Large (2021-2024)
Aye	Aye	Connor, Sean: Senator-at-Large (2020-2023)
Aye	Aye	Cuellar, Eric: Senator-at-Large (2021-2024)
Aye	Aye	Denney, Matt: Technology Senator (2020-2023)
Aye	Aye	De Shano, Tina: Consumer Health Sciences Senator (2020-2023)
Aye	Aye	Drew, Rendell: <b>Vice President</b> , Senator-at-Large (2020-2023)
Aye	Aye	Ely, Cyndee: Part-Time Senator (2021-2022)
Abstain	Abstain	Gordon, Lee: <b>President</b> , Senator-at-Large (2019-2022)
Aye	Aye	Kennedy, Marilyn: <b>Secretary</b> , Lit and Lang Senator (2019-2022)
Absent	Absent	Lloyd, Doug: Senator-at-Large (2020-2023)
Aye	Aye	Matulis, Dan: Athletics and Kinesiology Senator (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)
Aye	Aye	Pena, Max: Senator-at-Large (2019-2022)
Absent	Absent	Sachs, Loren: Senator-at-Large (2019-2022) 11:39 arrival
Aye	Aye	Stanton, Jordan: Social and Behavioral Sciences Senator (2019-2022)