



## ACADEMIC SENATE MEETING

March 19, 2019 | 11:30 a.m. – 12:30 p.m. | Faculty House

### 1. Call to Order:

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Vice-President Jamie Blair called the meeting to order at 11:34 a.m.

**Senate Members:** (See Voting Tallies Chart at the end of these minutes for arrival times and voting records.) Carol Barnes, Counseling Senator; Vice-President Jamie Blair, Senator at Large; Cameron Brown, Athletics and Kinesiology Senator; Eric Cuellar, Senator at Large; John Dale, Library Senator; Matt Denney, Technology Senator; Rendell Drew, Senator-at-Large; Cynthia Ely, Part-Time Senator; Immediate Past President Lee Gordon, Senator at Large; Anna Hanlon, Curriculum Chair; Kelly Holt, Senator-at-Large; Darryl Isaac, Consumer Health Sciences Senator; Secretary Marilyn Kennedy, Literature and Languages Senator, PDI Chair; Doug Lloyd, Math and Sciences Senator; Leland Means, Visual and Performing Arts Senator; Jeanne Neil, Business and Computing Senator; Clyde Phillips, Student Services Senator; Rachyl Reynosa, Associated Students Representative; Irini Rickerson, Senator at Large; Brent Rudmann, Social and Behavioral Sciences Senator; President Loren Sachs, Senator at Large; Will Thai, Part-Time Senator.

**Senate Members Absent:** Cameron Brown, John Dale, Matt Denney, Anna Hanlon, Clyde Phillips, Rachyl Reynosa, Irini Rickerson, Loren Sachs.

**Guests:** Kevin Ballinger, Dig G'Bye, Jaki Kamphuis, Daisy Segovia, Sheri Sterner.

### 2. Approval of the Agenda:

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**Motion 1: Senator Kennedy moved to** approve the agenda; motion seconded; motion approved unanimously.

### 3. Approval of the Minutes for March 12, 2019:

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**Motion 2: Secretary Kennedy moved to** approve the March 12, 2019, with minor changes; motion seconded; motion approved unanimously.

### 4. Public Comments:

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Digoba G'Bye, Rich Pagel.

### 5. Consent Agenda:

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**Motion 3: Senator Rudmann moved to** approve the consent agenda; motion seconded; motion approved unanimously.

- A. Student Equity Plan Committee:** Georgie Monahan
- B. Hiring Committee for Instructor Computer Science:** Tim Murphy (Replacement)
- C. Tenure Track Evaluation Team:** Tina De Shano - Consumer & Health Sciences: Outside Division - Arabian Morgan

## 6. Officer, Senator, and Committee Reports:

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### A. Vice-President's Report, Vice-President Jamie Blair: Joint Guided Pathways Meeting:

VP Blair presented her report based on the three-college Guided Pathways meeting that she attended with President Sachs. She recommended that a written document be submitted to the Academic Senate on some of these very interesting and informative activities from OCC pathway groups.

#### **Golden West College:**

- The college is at the early stages of development.
- Considerable work has been completed with a K-12 partnership; had a meeting with high school faculty which increased high school faculty buy-in.
- GWC is expanding curriculum that is offering career exploration.

#### **Coastline College:**

- Coastline started inquiries and early planning in 2015; they formed faculty groups in 2017, so they are much further ahead and have a very organized plan.
- They hired Pathway design consultants to help with planning; faculty attended an equity conference
- CC's Central Theme: Coastline Pathways is an equity-centered mindset and practice to facilitate student success.
- Coastline's pathways do not include meta-majors and they are using the term "Area of Interest" along with a slogan to students— "Find your path and map your future".
- They have several visuals describing the "Student Life Cycle"

#### **Orange Coast College:**

- OCC values student input, so OCC has a Student Ambassador and a lot of student input has already been received.
- The results from questionnaires to department chairs have indicated the need to have more of an "information flow" relationship with counselors.
- OCC completed a SWAT analysis (as reported by Jaki Kamphuis) with interesting results.

GP Coordinator Kamphuis stated that they are conducting Guided Pathways differently, as OCC has larger committees that are heavily faculty involved. Our pathways are not as polished as Coastline's, but we have more collaboration which will give us better results in the end for what we need.

### B. College Budget Committee – Senator Ely

Senator Ely presented on the District Budget based on a report provided at the District by Vice Chancellor Andy Dunn. She referred to portions of his report and that her report today would be district focused, as the college budget committee is closing watching how the funds come into the district, and then making recommendations. This is still a work in progress as many of the metrics and much of the data comes from the state and cannot be validated by the district or colleges, and that is why there is a District consultant on board.

- Overall our district's unrestricted general fund balance is well above the 5% required by the state and above the Board of Trustees' desired 10%, but still 4.8% lower than the state average. (A senator and VP Pagel noted that the state only requires a 5% balance. A senator noted that too much reserve might not be beneficial to current students' needs.)
- The P-1 FTES enrollment report shows that we are down overall as a district, and the key point here is that we are still being funded on FTES at 70% (rather than 100%) and so this is still a primary factor. We have borrowed from summers in the past to ensure that we stay at base, and that option is gone under the new funding formula. This means that our FTES funding is being lowered in 2019-20 to the 30,815 number.

- The salaries and benefits chart shows that over time our district has been predominantly above the “best practice” line of 85% of our funding used for these costs; we are currently at the same high we had in 09-10. The dip in 2015-2016 was the "golden handshake year" where a lot of personnel left. It was also noted that changes in benefits for new hires and retirees have impacted this percentage.
- Vacancies will not be automatically replaced, so the process of proposing/requesting positions will need to continue as it has been to defend the need for positions. Growth is projected at 0% and we are using the lower FTES count.
- The multi-year Unrestricted General Fund Projection shows that we are positive this year. But this is a short celebration as it is going to drop fairly drastically in the next three years, even under the new Student-Centered Funding Formula
- There are three components of the new formula, noting that the "math" is to take a result, such as FTES and use a multiplier to determine funding. So, for FTES it would be 30,815 times \$3,727 this year, \$3,387 next. The percentage of FTES funding is being decreased over time and the original goal was to get to 50%, but the revisions have stated that we will be at 70% for two years, and that 2020-21 has not been stated emphatically yet.
- The supplemental allocation is looking at the number of students that receive aid, three specific types. This is given to us as a *lagging funding*, meaning we get funded a year later, so students who meet the requirements this year, we will not be funded for until next year. The current multiplier is \$919 per student. This is an area that we will need to address and put more focus on, our students applying for aid.
- The student success component is the one that is the biggest area of concern. The items (in red) are numbers that come from the state and we cannot validate how the amounts are calculated at this point. This is the area that the consultant is primarily assisting with. The current multiplier is \$111 per student Again is the issue of *lagging funding*, so this will require keeping a better relationship post separation/graduation with our students and getting reporting and data on our own to validate the amounts granted from the state. (There was a question as to the AB705 requirements of stating the student wants to complete transfer level and #7 on the slide. The funding is not the same requirement as AB705. Funding is only if they do.)
- There are some areas in the two new components where we can "double dip": the one student who gets counted in FTES can also be counted separately for meeting each of the specific items in the other components. BOG/Promise is separate from Pell, so if a student gets both, that would be two times the multiplier.

**C. Literature and Languages Division Senator Report, Division Senator Marilyn Kennedy: Follow-Up Report on Part-Time Offices Hours Application and Selection Process:**

Senator Kennedy provided a follow-up report, providing fuller answers to stated concerns from her division regarding the application, selection, and disbursement process of the funds for part-time office hours. Concerns were also raised that there may be unused funds, in addition to equity and student success: faculty who teach Freshman Composition classes are compensated for office hours unevenly. For one Freshman Composition class taught, a full-time faculty member has one office hour per week to meet with students; a part-time faculty member teaching the same class has fifteen minutes to meet with students.

Senator Ely, Chair of the Part-Time Committee, clarified the process and noted that there is a pool of funds that part-time faculty may apply to for compensation of up to eight hours of part-time office hours a semester, about thirty minutes per week. The process follows that each division puts a call out to its part-time instructors to apply, a part-time applicant fills out a form which gets verified by the division, and that is sent over to the VPI's office.

Senator Kennedy noted that based on her research of the state budget, there was an additional 5 million added to part-time office hours funds statewide, apparently bringing the total to 12 million in the state budget for office hours for “contingent” or part-time faculty. [The District is reimbursed for 50% of what they spend.] However, the CFE contract caps the District to just \$150,000 for part-time office hours and only if the District reserves are 7% or above [See CFE Contract Section 13.17.c.--these caps are not required by the state. Ed. Code 87885 but were negotiated.]

President Ballinger reported that the VPI’s office disburses the funds on a first come, first served basis. Applications are turned away once all the money is spent. OCC has spent all of its money and a little over. OCC’s share of the \$150,00.00 negotiated funds is 52.11%, or \$78,165.00. For 2018-2019, OCC paid out \$80,621.47 and the year before \$81,086.52. For fall 2018, the funds were dispersed as per these faculty numbers per divisions: 44 in Literature and Languages, 27 in Math and Sciences, 24 in Social and Behavioral Sciences, 17 in Consumer and Health Sciences, 6 in Business and Computing, and 2 in Technology.

Senator Kennedy thanked Senator Ely, President Ballinger, and VPI Giblin for their immediate and clear information on the application, process, and funding. It was suggested that the VPI’s office might communicate the status of the funds more frequently to the part-time faculty for clearer understanding and communication.

## 7. Unfinished Business:

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### A. Vision for Success Goal Discussion and Action – Sheri Sterner and Daisy Segovia:

- They provided an updated [Vision for Success Target Number’s Infographic on pages 35-37](#) based on the Academic Senate’s recommendations last week and so Goal 1C was reworded for clarification but that rewording doesn’t alter any numbers.
- A senator noted that the request for the wording change was to ensure that the wording accurately matched the certificates and wording used by the State.
- Sheri Sterner stated that they will take the Senate’s feedback, along with the feedback from other constituent groups on these goals to the April 2 College Council meeting. She requested more feedback or endorsement from the Senate.

**Motion 4: Senator Rudmann moved to** approve the updated Vision for Success Goal Setting; motion seconded; motion approved unanimously.

- Sheri Sterner and Daisy Segovia will report back to the Academic Senate on April 9 following the April 2 College Council meeting.

## 8. Officer, Senator, and Committee Reports, Continued:

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### D. SLO Coordinator Report, SLO Coordinator Kelly Holt:

- OCC is using a standardized assessment tool, HEighten, through ETS, to assess Institutional Student Learning Outcomes (ISLOs).
- This method is a valid option for a direct assessment; however, there have been challenges in recruiting students who meet the inclusion criterion: applied to graduate or have accumulated a higher number of units at OCC.
- The pilot assessment in Spring 2015 used whole classes to complete the assessment during class time and this resulted in 293 students assessed/sampled; in Spring 2018, direct, individual student recruitment via email resulted in only 36 students who completed the assessment even though over 1,000 were invited to do so.

- Perhaps with dedicated class time and/or personal encouragement from their professors, more students would be willing to participate.
- In an effort to improve recruitment of graduating students to complete the assessment, course sections with a high number of graduates have been compiled by the Office of Institutional Effectiveness. Faculty members who teach these sections will be contacted shortly after Spring Break. If you are contacted, please consider providing class time for students to take the exam or some type of incentive (e.g. extra credit). Exams will be administered in the Assessment Center; faculty do not need to proctor.

Senators suggested that texting might be a more effective means to reach students, that OCC's marketing talent should be consulted for issues related to marketing needs like this, and that faculty might be willing to work with students in classes if the message was made clearer to faculty on how to help and what the benefits are to students who participate.

#### E. District Consultation Council Board Policy and Administrative Procedure Subcommittee, Senator Marilyn Kennedy:

**Nepotism Policy 7310:** Senator Kennedy reported that at the meeting last Friday it was communicated that the Nepotism Policy was requested to be brought back for review but that never occurred. According to reports at the meeting, both unions had the policy for a long time and both had recently signed off on them (no documentation was provided). It was made clear to the meeting attendees that the CFE unit members had not been notified up to this meeting date that this was being negotiated.

OCC was concerned that some aspects of the policy are Senate purview, some are Union purview, some are shared purview, and some are not under either organization's purview. However, according to the California Public Employee Relations' *Pocket Guide to the Educational Employment Relations Act, ninth edition*, nepotism and potential employees are not on the list of subjects within the scope of bargaining. Because a contract usually supersedes a Board Policy, once something has been negotiated between the Administration and the union, the Senate shared governance input is lessened considerably. It is important for the Senate to hold on to its own purview and for the Senate and Union to respect each other's purviews and to work together when those purviews are shared. An administrator at the District said that he would forward a PERB case to the E-Board member that outlines the right to negotiate for "potential employees" to clarify and explain.

**Academic Renewal Policy 4240:** An OCC counselor presented a survey (at the meeting) that was given to the counselors at OCC, indicating that they preferred a 2.0 GPA for a student to be eligible for academic renewal. Those at the subcommittee meeting agreed but requested that the units be moved up to 15 units, not 12, and that there be a limitation placed that limits academic renewal grants to twice in the District.

Senator Kennedy thanked the OCC Senate for its diligent work on the board policies this year.

## 9. For the Good of the Order

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**Senator Isaac:** Noted that he is sending out information to the welding faculty in the Technology Division regarding an opportunity to work on course ID numbering.

**Senator Drew:** Angels baseball tickets are available through the union for the April 20<sup>th</sup> game.

**Senator Gordon:** Garrison Center Honors certification gives those students who earn certification a 91% chance of being accepted at UCLA.

## 10. Adjournment:

Vice-President Blair adjourned the meeting at 12:30 p.m.

### Approval of the Minutes: April 2, 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	Motion 3	Motion 4	Senate Membership
Agenda	Minutes 3/12/19	Consent	Vision for Success	
Aye	Aye	Aye	Aye	Barnes, Carol: Counseling Senator (2018-2021) 11:36 arrival
Aye	Aye	Aye	Aye	Blair, Jamie: Senator-at-Large (2018-2021)
Absent	Absent	Absent	Absent	Brown, Cameron: Athletics & Kinesiology Senator
Absent	Absent	Aye	Aye	Cuellar, Eric: Senator-at-Large (2018-2021) 11:40 arrival
Absent	Absent	Absent	Absent	Dale, John: Library Senator (2017-2020)
Absent	Absent	Absent	Absent	Denney, Matt: Technology Senator (2017-2020)
Absent	Absent	Absent	Aye	Drew, Rendell: Senator-at-Large (2016-2019) 11:43 arrival
Aye	Aye	Aye	Aye	Ely, Cynthia: Part-Time Senator (2018-2019)
Aye	Aye	Aye	Aye	Gordon, Lee: Senator-at-Large (2016-2019)
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Aye	Aye	Aye	Aye	Holt, Kelly: Senator-at-Large (2017-2020)
Aye	Aye	Aye	Aye	Isaac, Darryl: Con. & Health Sciences Senator (2017-2020)
Aye	Aye	Aye	Aye	Kennedy, Marilyn: Lit & Lang Senator, PDI Chair (2017-2020)
Aye	Aye	Aye	Aye	Lloyd, Douglas Math & Sciences Senator (2017-2020)
Aye	Aye	Aye	Aye	Means, Leland Visual & Performing Art Senator (2018-2021)
Aye	Aye	Aye	Ay	Neil, Jeanne: Business & Computing Senator (2016-2019)
Absent	Absent	Absent	Absent	Phillips, Clyde: Student Services Senator (2017-2020)
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Absent	Absent	Absent	Absent	Rickerson, Irini: Senator-at-Large (2018-2021)
Aye	Aye	Aye	Aye	Rudmann, Brent: Social & Beh. Sciences Senator (2017-2020)
Absent	Absent	Absent	Absent	Sachs, Loren: Senator-at-Large (2016-2019)
Aye	Aye	Aye	Aye	Thai, Will Part-Time Senator (2018-2019)
				Part-Time Senator Vacant (2018—2019)
				Senator-at-Large: Vacant (2017-2020)
				Senator-at-Large: Vacant (2017-2020)