### CALL TO ORDER

**President Gordon**

The meeting was called to order at 12:00 PM.

### PUBLIC COMMENTS:

**Public**

### AGENDA

**Kevin Ballinger, Rob Schneiderman, Georgie Monahan** (in Unfinished Business)

### NON-AGENDA

**All Senators**

**APPROVAL OF THE AGENDA**

The agenda was reviewed.

**ACTION**

Motion 1: VP Sachs moved to approve; motion seconded; the October 25, 2016, agenda was approved. Ayes: 13; Noes: 0; Abstentions: 0

### APPROVAL OF THE MINUTES

**All Senators**

Secretary Kennedy noted to the Senate some format changes in margins, colors, and spacing to make the minutes more readable. Also, the official date of the minutes’ approval is now noted at the bottom of the final approved minutes.

**ACTION**

Motion 2: Senator Kennedy moved to approve the Oct. 18, 2016 minutes; motion seconded; the minutes were approved unanimously. Ayes: 15; Noes: 0; Abstentions: 0.

### ACADEMIC SENATE PRESIDENT REPORT/ANNOUNCEMENTS:

**President Gordon**

**REPORT**

President Gordon reported on Science Night and the Dennis Kelly Aquarium and how nice the event was. Senator Rudmann remarked on the enthusiasm and engagement by the campus and community members at the event; Senator Kennedy noted that her students were quite vocal and excited about the projects there.

**ACTION**

None.

### OFFICERS'/COMMITTEE REPORTS AND ANNOUNCEMENTS:

**All Senators**

**REPORT**

**Academic Rank Committee**: Chair Sachs noted that Academic Rank applications were distributed to full-time faculty by the Senate Office and are due November 7 to the Academic Rank Chair, Loren Sachs. He urged faculty who wish to move in rank from associate professor to professor to submit the application before the cutoff date.

**ACTION**

Please remind faculty in your division that change of academic rank applications are due no later than November 7 to the Academic Rank Chair, Loren Sachs.

### CONSENT CALENDAR

**All Senators**

None.

**ACTION**

None.
UNFINISHED BUSINESS: Nepotism Policy

Motion 3: Senator Kennedy made a motion to postpone the Nepotism Policy discussion to the Nov. 1, 2016, meeting date due to faculty interest in the issue as well as time constraints at today’s meeting due to our guest speaker, Chancellor Weispfenning; VP Sachs seconded; the motion passed unanimously.

A copy of the revised policy from Sen. Kennedy may be found at: in the Oct. 25, Meeting Documents at: http://iocportalCommittees/aaMinutes/Forms/GROUP%20By%20Academic%20Year.aspx

ACTION
Motion 3: Passed unanimously. Ayes: 15; Noes: 0; Abstentions: 0. Nepotism Policy was postponed for discussion to Nov. 1, 2016.

UNFINISHED BUSINESS: Faculty Flex Coordinator Job Description

Introduction: Senator Kennedy brought back the Faculty Flex Coordinator job description to be officially approved by the Senate. The draft distributed in the meeting documents incorporated the changes from the Senate discussion and recommendations made at the October 4, 2016, Senate meeting. The language for whom the Coordinator reports to was taken directly from the “Guidelines for the Implementation of the Flexible Calendar Program,” located at the State Chancellor’s web site. Senator Kennedy cited page 19 of that document as directing the Flex Coordinator to directly report to the Senate (not report out to the Senate) and the state document states that “The coordinator should report directly to the academic senate...” Therefore, the job description language followed that mandate. The “Guidelines” document also states that the Flex Committee should be a shared governance committee, as per pages 19 and 20. [Link to the official document may be accessed here: http://extranet.ccoc.edu/Portals/1/AA/FlexCalendar/Flex_Calendar_Guidelines_04-07.docx.pdf] These two combined assets, the Coordinator reporting directly to the Senate and the shared governance aspect of the Flex Committee provide a good balance of shared governance. Additionally, Senator Kennedy had worked with VPI Ballinger (as per the Senate’s recommendations) to include the Coordinator’s relationship with the VPI, so she and VPI Ballinger cut and pasted the language used in other coordinator job descriptions into this one: “the Vice President of Instruction or an appropriate management designee will provide general supervision of this position.”

Motion 4: Senator Kennedy moved to approve the “Faculty Flex Coordinator Draft #4 (after A.S. comments)” job description as written and provided in today’s meeting documents; motion seconded. Discussion was opened.

Discussion: VPI Ballinger stated that this item is a CFE negotiated item with the District and that the VC or HR, Cindy Vyskocil, would like to review the final draft from the Senate and negotiate it to be “consistent across the three campuses.” VPI Ballinger also wanted a strong connection with OCC’s PDAC Committee along with the Flex Advisory Committee. A public commenter noted that the relationship was in the job description now and the job description was well done. Senator Kennedy referenced the “Guidelines” packet provided by the former VC of HR during negotiations [Note: This “Guidelines” document is referenced in the current CFE contract, Article 16, at this link: file://C:/Users/Marilyn/Desktop/CFE%202015-18%20Contract.pdf] and that changing who the Coordinator reports to is not in that document. VP Sachs asked for a clarification that he understands it whatever OCC, GWC, and CCC decide, that will go to the District for further discussion and a composite description will then be returned to the OCC Senate to ultimately be decided. VPI Ballinger could not confirm that it would return to OCC but he would see if he could find out more details. Senator Kennedy reported that she has no knowledge of a coordinator’s description going to the District HR from the campus for modifications. VPI Ballinger mentioned he was moving forward as they had with campus coordinators but he re-read the contract language in the process and it states that the District will negotiate the job description in the new CFE contract. It was restated that the “Guidelines” should be followed as noted above as per who the Flex Coordinator report directly to. VP Sachs called for a vote of the motion to accept draft 4 as written; motion carried unanimously.

ACTION
Motion 4: Senator Kennedy moved to approve the “Faculty Flex Coordinator Draft #4 (after A.S. comments)” job description as written and provided in today’s meeting documents; motion seconded; motion carried unanimously. Ayes: 16; Noes: 0, Abstentions: 0. CFE President may report back to the Senate on the negotiated job description.

UNFINISHED BUSINESS: Senator-at-Large Nominations

VP Sachs reported that there is one nominee for Senator-at-Large (SAL) after the Oct. 25, 2016, 5 PM cutoff for nominations; the Senate has two more SAL positions open. He asked what is the will of the Senate and offered options to consider, one of which is to accept the nominee and place her on the consent calendar and re-open nominations for the other positions. Motion 5: Senator Dale moved to accept this nominee and place her on the Consent Calendar next week and then re-open the other nominations; motion seconded; motion passed unanimously. VP Sachs requested the nominee be added to the Consent Calendar next week and that the Senate re-open the nomination process for the remaining open positions for Senators-at-Large.

ACTION
Motion 5: Senator Dale moved to accept this nominee and place her on the Consent Calendar next week and then re-open the other nominations; motion seconded; motion passed unanimously. Ayes: 15; Noes: 0; Abstentions: 0.
President Gordon, anticipating the Chancellor's arrival, gave an update to senators on his views of full-time Faculty Hiring at OCC. He shared his concerns about waiting for full-time faculty hiring to change. There is a unique system at OCC whereby hiring is handled by IPC which was a process developed here and is not adopted state-wide. As per OCC, he informed senators that ranking will take place on Wednesday, Oct. 27, 2016, for the full-time hiring recommendations at OCC.

The Senate has requested a reform of the process and promotion of full-time faculty hiring at OCC through both Senator Emeritus Tom Dowling and Academic Senate President Emeritus Dr. Arismendi-Pardi during their tenures in the Senate. Senator Blair reported that in the mutual agreement she participated in when acting as President, the Senate never agreed to give up their input on processes and procedures on how the hiring was done. Originally, the Senate wanted to do the actual rankings; however, the Senate does not have the administrative support to handle those ranking duties. Since the division representatives for IPC handle the ARRs they were determined to possess a good sense of faculty needs and have the administrative support, but the Senate never gave up its right to have input on the process that IPC reps used.

The long-range plan advocated for by Senator Emeritus Dowling is not how the administration is conducting the process now. A senator advocated for a queue for OCC faculty positions who were ranked as approved hires in one academic year in IPC so that they would carry-over to the next academic year for planning purposes. This senator also reported that the problem is that there are two interpretations of what the last agreement was per mutual consent and the full-time faculty hiring process: the administration’s and the Senate’s.

**NEW BUSINESS: Chancellor Weispfenning Update from District**

**Dr. John Weispfenning, Chancellor, Coast Community College District**

**Introduction**

Chancellor Weispfenning thanked the Senate for the opportunity to talk with them, and he expressed that in his first year, he hopes to not take on any new initiatives. The state and local activities and initiative craze in the past few years has created a general sense of fatigue for employees so he prefers not to create any new projects or initiatives. Catching up and completing projects that were begun in the past few years is a goal. District-wide this should be a “catch-up” year. No updates are due for the BSI, Equity or SSSP plans, rather an alignment is to take place among those initiatives so that will be worked on at the campuses. He is hoping collectively that we won’t make unwise decisions. Sometimes not enough input has been provided or the implications have not been fully considered. He observed that often at the campus level, a decision from the District is announced and it appears to be a “dumb” decision, but many times is it the best option of several bad options available.

He urged senators that when they hear something that strikes them this way to bear in mind there may be other things at play. He hopes to develop and restore the trust in the next two to three years on what has eroded over a long period of time between campuses and the District. He sees the District’s purpose as helping with coordination/support of the colleges so they function at a high level.

**Question-and-Answer Period**

**Question 1:** President Gordon opened the floor discussion by asking for the Chancellor’s perspective on how the number of full-time faculty who will be hired is arrived at.

**Answer 1:** Chancellor Weispfenning responded that for new faculty hiring numbers they try to ascertain what the Faculty Obligation Number (FON) will be from the State which is initially released in September, refined in October, with the final being available in November. They try to get that put together at the district level so that colleges can plan in fall. He recounted the method used for calculating the hiring using this year’s preliminary data.

\[ \text{The FON was 434 this year and the district faculty headcount is 437. Two percent above FON is what the District is upholding.} \]

\[ 2\% \text{ over 434 = } 9 \]

\[ (9 + 434) = 443, \text{ subtracting the proposed from the current headcount (443-437) we arrive at a total of 6 new positions.} \]

At the Chancellor’s Cabinet, the new hire number is discussed and then an allocation of those positions within the District based on needs at the campuses, is decided, as well.

**Follow-Up Question 1a:** A faculty member responded that the District sees the FON as a ceiling and he characterized the FON as an arbitrary number. He advocated for the OCC process to carry forward the positions decided upon from the prior academic year as decided in IPC. He recalled in the year 1999 or 2000, one-hundred faculty were hired. This was due to loss of faculty and so many departments being affected. He advocates for the District to think beyond numbers and to look at this in light of students and programs at the department level, as faculty do. He urged the Chancellor to help educate the district in this area. He recounted a time when IPC completed its analysis and of the 54 positions considered necessary, and it was determined by many who reviewed the data that that at least 32 were critical to hire. The faculty member would like to see a hiring process that allows enough hiring to set a standard and perhaps then the IPC process we are following could be restored.

**Answer to Follow-Up Question 1a:** Right now the enrollments are not on a level to be able to support a large number of
faculty hiring; we are not working on that issue right now but we will in the future. More full-time faculty are needed, but it is a balancing act of many factors and there is a number which the District cannot go beyond but the FON is not that number. There is a natural break at which we cannot afford more. He advised that we are not close to that yet and how much room is available is not known to him presently.

**Question 2:** Two years ago the Senate had a nationally renowned First Amendment attorney who spoke to the Senate about faculty rights, free speech, and due process. Are you concerned that based on the visit of the VC or HR a couple of weeks ago, the BOT Code of Ethics Policy which restricts some of our speech and its recent implementations that they may violate the U.S. Constitution’s First Amendment or due process rights? Additionally, other faculty have commented upon a general “overreaching” in general by the District.

**Answer 2:** A policy could inhibit free speech but I have not seen any instances of that yet. The policy is not designed for shutting down topics of conversation or communication. The policy was more about how we communicate not to silence people or shut down topics of conversation. The goal of the policy was to try to channel communication in a positive direction so everyone feels they can speak openly and honestly.

**Question 3:** What are some of the challenges are at the District?

**Answer 3:** There is one big issue, and it can sometimes depend on the employee group you are discussing but there is a severe morale issue among the classified staff as partly related to their contract which is being worked on. An overall feeling of underappreciation is a concern and it is an issue with the part-time faculty, too. He suspects this is present with some of our full-time faculty, also. There are trust issues between the District and employees. I want to work on these long-standing trust issues and find ways to earn back employee trust. We have the power to create the kind of workplace where everyone feels good about going to work every day. Positive interactions with students and administration is within our control. We must want that as a group and put effort toward it. He is dedicated to making that a reality for each of us.

**Follow-Up Question 3a:** Faculty’s goal is to help students. Now we are getting memos, not about student success, but memos with vague language about “bullying” and what we can say so that if we have a conflict of opinion—just a different point of view—people are now being silenced and told to follow what Administration wants—not vocalize what is best for students. *This is the morale problem.* What is your philosophy or vision on this? Will we have more memos like the one sent out?

**Answer to Follow-Up Question 3a:** There have been a number of instances of unprofessional communication at OCC that are symbols of unprofessional communication. No one should feel threatened but a professional standard of behavior needs to exist. You should use words that “don’t unnecessarily antagonize”; you do not have to get in someone’s face or swear. That’s not academic freedom. The District needs a policy to address these situations.

**Follow-Up Question 3b:** I wasn’t referring to those types of situations, but an overall blanket policy that is silencing voices, for those who have a different opinion. I’m referring to situations where someone is professionally expressing a view and another faculty member says they were “bullied, intimidated, or harassed” because they disagree with the opinion being expressed.

**Follow-Up Question 3c:** The policy itself misunderstands the use of language. People can have differences of opinion and express them professionally, but sometimes those opinions can “offend” just by their ideas alone, so the policy needs latitude for understanding language use. As the senator before me mentioned, faculty need due process rights, as well.

**Answers to Follow-Up Questions 3b and 3c:** Sometimes policies don’t get to the place they originally intended, and they should. That policy was not intended that way, so we can always go back and look at it, and we should.

**Question 4:** We’ve all heard of District centralization and we don’t know if the process of centralization is finished or not. What will remain at campuses and what will be centralized? I’d like to see OCC stay with its distinct culture. What is your position?

**Answer to Question 4:** Some things can be centralized without taking away the unique qualities of the colleges. My concern is more in terms of coordination versus centralization. An example would be centralizing the software choices used among the campuses instead of having three separate platforms for the same function. Savings to the District could be realized if they purchased for three colleges versus a single college. Gaining those types of efficiencies can free up funding which can be used elsewhere to serve students. I have done no analysis yet but in some areas it could make sense to centralize or coordinate. If we move in that direction there will be open communication and conversations so the District is aware of what it is getting into. But the three colleges are distinct.
**FOR THE GOOD OF THE ORDER**

Senator Dale recommended an article by PEN America on free speech on campus in America called “And Campus for All: Diversity, Inclusion, and Free Speech at U.S. Universities.” Senator Kennedy noted that she just reviewed it, too, and it is an excellent article: [Links to the 102-page article: https://pen.org/on-campus and https://pen.org/sites/default/files/PEN_campus_report_final_online_2.pdf]

President Gordon announced that VP Sachs, Secretary Kennedy, and he are attending the Fall Plenary on November 3-5, 2016. Resolution packets were sent to all Senators and may be found on the ASCCC.org site if faculty want to review the resolutions and provide their input by next week to the Senate Officers.

**ADJOURNMENT:**

President Gordon requested an early adjournment of the meeting at 12:55 PM.

**APPROVAL OF THE MINUTES OF NOVEMBER 1, 2016**

These minutes approved on the November 1, 2016, OCC Senate meeting.

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**Fall Plenary:** Thursday through Saturday November 3 - 5, 2016 at the Westin South Coast Plaza in Costa Mesa.

**Senate Website Link to Agendas, Meeting Documents and Approved Minutes**

http://www.orangecoastcollege.edu/about_occ/AcademicSenate/Pages/AgendasAndMinutes.aspx

Senators please note that most of the documents distributed during the meeting can be found in the supplemental documents at:

http://www.orangecoastcollege.edu/about_occ/AcademicSenate/Pages/AgendasAndMinutes.aspx

Path from OCC’s website: orangecoastcollege.edu >About OCC > Academic Senate > CURRENT Agenda/Mtg. > Supplemental Documents

**OCC Portal AS Committee Site (portal site also contains Audio (if available), Agenda and Meeting Documents):**

http://ocportal/Committees/as/Minutes2/Forms/Group%20by%20Academic%20Year.aspx
M1: Approve Agenda
M2: Approve Minutes
M3: Approve Agenda
M4: Approve Nepotism Policy until Nov. 1, 2016
M5: Approve Flex Coordinator
M6: Postpone Nepotism Policy until Nov. 1, 2016
M7: Approve SAL Nominee and Re-Open Other SAL Positions
M8: Adjourn at 12:55

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**AS NON-VOTING POSITIONS**
1. PDI Chair
2. Curriculum Chair
3. ASOCC Representative/Appointed
OCC Academic Senate Executive Board Meeting Minutes
Tuesday, October 25, 2016  1:00–2:00 pm Faculty House

In Attendance:  Lee Gordon, Anna Hanlon, Loren Sachs, Marilyn Kennedy
Absent: None
Guests: None

1. Call to Order: President Gordon called the meeting to order at 1 PM

2. Agenda-Item Public Comments: None

3. Approval of the Agenda: Unanimously approved.

4. Reading/Approval of the Minutes: Minutes from October 18, 2016, were unanimously approved.

5. Reports from Members of the Executive Board: None

6. Consent Calendar List of Items: None

7. Committee Appointments for Senate Consent Calendar: Jamie Blair and Steve Spencer, Academic Freedom; Hannah Kang, VeriCite vs. Turnitin Plagiarism Ad Hoc Committee

8. Setting Future Agenda, Discussion/Prioritization of Presentation Topics (15 minutes): Items were discussed and somewhat prioritized.

   Possible agenda items:
   - CTE Program Presentation: Dec. 6, 2016 (10 min.)
   - Nepotism BP-7310, continued discussion: Nov. 1, 2016 (formally postponed by Senate motion to this date)
   - Senator-at-Large Election/Update on Nominations: Nov. 1, 2016 (unfinished business)
   - OCC Campus Safety, Chief Arnold: date needed
   - IPC Hiring Prioritization Results/Process Update: date needed
   - IPC Handbook Final Feedback: agenda date needed
   - Committee Member/Task Force Volunteer Senate Selection Process: date needed
   - Mapping SCLOs to PSLOs Project: Nov. 1, 2016
   - Full-Time Faculty Hiring: Nov. 8, 2016
   - College Needs Report: Nov. 8, 2016
   - Senate’s Role in Writing Accreditation Self-Evaluation in Summer/Fall 2017: Nov. 15, 2016
   - December 6, 2016, may be final meeting of semester

9. AS Budget: No discussion

10. Tasks and Duties for the Week: See above.

11. Non-Agenda Item Public Comments: None

Minutes Approval: These minutes approved at the November 1, 2016, E-Board meeting.