



In accordance with California's Code of Regulation, Academic Senate is the organization whose primary function, as the representative of the faculty, is to make recommendations to the administration of a college and to the governing board of a district with respect to academic and professional matters.

"Academic and professional matters" means the following policy development and implementation matters:

(1) curriculum, including establishing prerequisites and placing courses within disciplines;

(2) degree and certificate requirements;

(3) grading policies;

(4) educational program development;

(5) standards or policies regarding student preparation and success;

(6) district and college governance structures, as related to faculty roles;

(7) faculty roles and involvement in accreditation processes, including self-study and annual reports;

(8) policies for faculty professional development activities;

(9) processes for program review;

(10) processes for institutional planning and budget development; and

(11) other academic and professional matters as are mutually agreed upon between the governing

Zoom- [Link](#) More information can be found at the end  
3/14  
3 – 5 P.M.



## Regular Meeting

Members of the public may address the Senate regarding items on the agenda as these items are taken up by the Senate, according to the rules of the Senate. Members of the public wishing to address matters, not on the agenda will be invited to do so under "Public Commentary" at the beginning of the meeting. The Senate reserves the right to change the order of the agenda items as the need arises.

### AGENDA: March 14

Future meetings 03/21, 04/11, 04/25, 05/02, 05/16

#### I. Establish Quorum and Acknowledge Alternates

A quorum was established at 3:02. Zachary White is an alternate for Kasim Alimahomed, Jaime Ramos is an alternate for Beena Eapen, and Moises Sandoval is an alternate for Arjun Ayyappan

#### II. Adoption of the Agenda

Joel Gober made the motion to adopt the agenda. The motion passed.

#### III. Approval of Minutes from 02/22/2024

Joel Gober made the motion to adopt the agenda with changes. The motion passed. Michael Brydges and Zachary White abstained.

#### IV. Public Commentary (3 minutes per speaker)

- a. Jeremy Peters updated the Senate on UF and the Vote of No Confidence.
- b. Steven Estrada read a letter to the Senate about administration and 10+1. Please share with your faculty. See in appendix a.

#### V. Faculty Announcements and Invitations (2 minutes per speaker)

- a. Karen announced a movie night held by the Japanese Culture Club.
- b. Janelle Herman talked about the play 'Prom the Musical' being done in theater. She asked for support for the students.
- c. The HRC is back on campus. They had a popup today, and the next one will be April 4.

#### VI. Faculty Issues – Unfinished Business

- a. Resolution of the Fullerton College Academic Senate: "Reaffirmed Commitment to Academic Freedom" second read (Action, 10 minutes) Kathleen McAlister

The Senate discussed division feedback on whether to join Fullerton College's Faculty Senate in support of the resolution. Sally McNay

The agendas for all Cypress College Academic Senate meetings can be found online [here](#). It is the intention of the North Orange County Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the NOCCCD will attempt to accommodate you in every reasonable manner. Please contact Jaclyn Magginetti, Academic Senate Secretary, at (714) 484-7010 or Kathleen McAlister, Academic Senate President, at (714) 484-7000 at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

made the motion to approve the resolution. The motion passed unanimously.

- b. Support for the Definition of Low-Cost Textbook as “any textbook that costs less than \$40” (Action, 10 minutes) Sam Simmons

The Senate discussed division feedback on the proposal to add an LTC designation for textbooks costing less than \$40. Joel Gober made the motion to approve the definition changed to \$40 or lower. The motion passed.

- c. Reassigned Time Process Proposal Application (10 minutes) Kathleen McAlister

The Senate discussed how to develop the application for the Reassigned Time Process Proposal approved at the 2/22 meeting. Senate would like a task force set up to work on the process of the application. Steven Estrada, Janelle Herman, Karen Le Cornet, and Kathleen McAlister, volunteered for the task force.

## VII. Faculty Issues – New Business

- a. Faculty Awards Selection Committee (10 minutes) Kathleen McAlister

Joel Gober, Ron Armale, Jaclyn Maggini, Kathleen McAlister, Alison Robertson, Damon de la Cruz, and Jacqueline Aguet volunteered for the committee.

- b. Annual Governance Groups Self-Evaluation (10 minutes) Kathleen McAlister

President McAlister discussed the governance group self-evaluation process and timeline.

- c. Senate Budget Update (5 minutes) Kathleen McAlister

President McAlister provided a budget update.

- d. Schedule Parliamentary Training Fall 2024 (10 Minutes) Hilary Reuter

Senate discussed the feasibility of having Mary Avalos return in the first or second meeting of Fall 2024 of the Academic Senate to do a follow-up training on Parliamentary Procedure. This would give incoming 2024-2025 senators training and could also address some items that Mary Avalos needed more time to do in the original presentation (role plays) and spend more time on the senator's role inside and outside the meetings. Hilary Reuter made the motion to approve an additional Senate meeting at the beginning of next semester with Mary Avalos and to add a line-item budget to include training. The motion passed. Joel Gober voted nay.

- e. ASCCC Upcoming Events—Spring Plenary and Summer Leadership Institute (5 minutes) Kathleen McAlister

President will update the Senate on upcoming events: [ASCCC Spring Plenary](#), 4/18-4/20, and the [ASCCC Faculty Leadership Institute](#), 6/20-6/22.

## VIII. Special Reports (3 minutes per Report)

- a. **Academic Senate Treasurer’s Report – Joel Gober**

No Report

- b. **Accreditation Steering Committee and ACCJC Self Study - Jill Bauer**

- The Peer Review Meet & Greet and Open Forum took place on March 12<sup>th</sup>. Thank you to all who participated.
- The Peer Review Team has requested additional evidence in the areas of I.C (Board Policy Review), II.C (Student Services SLOs and ESL Guided Placement), III.B (facilities funding and maintenance processes), and III.D (budget forecasting and sufficient resources) to date. Bryan and Jill worked with Student Services, the ESL Department, Campus Capital Projects, M&O, Business Office, and VPAS to fulfill their requests. The Team has indicated that they may have additional requests prior to their

meeting on Monday, March 18<sup>th</sup>. We ask the campus to respond quickly if Bryan or Jill reaches out to you for additional evidence.

- In addition to Peer Review Team inquiries, the Accreditation Steering Committee is focusing on identified improvement plans, quality focus essay preparation, implementation of the Governance & Decision-Making Handbook evaluation process this semester.
- Jill has emailed all governance group leaders with information on the Governance Group Self-Evaluation process. Evaluations are due on May 1<sup>st</sup>.
- The Accreditation Steering Committee (ASC) will now meet on the third Wednesdays of the month only from 3:00 p.m. – 4:30 p.m. in CCC-PLEX 414, as needed. All are welcome to attend. Meetings are hybrid. If you would like to attend via Zoom, please email Jill ([jbauer@cypresscollege.edu](mailto:jbauer@cypresscollege.edu)) for the link.

**c. Adjunct Faculty United – Loyal Lebdeh**

**d. Associated Students – Arjun Ayyappan**

**e. CTE Liaison – Enrique Aispuro**

**f. Curriculum Committee - Joyce Peacock**

AA/GE Local Pattern

- Work group will present a few options to Curriculum Committee informally and ask the representatives to share them to their constituents to start discussions
  - Our work group will develop a wider survey about questions and concerns
  - Fullerton College Curriculum Forum on February 23 – Chair attended
  - Curriculum Regionals - South (February 24, 2024) -Chair, Curriculum Specialist and CPL Coordinator attended
  - [IDEAA Strategies for Curriculum](#)
    - [DEI in Curriculum: Model Principles and Practices](#)
    - [DEI in Praxis: Models For Culturally Responsive Curriculum](#)
  - [NUTS & BOLTS OF Cal-GETC](#)
    - [Cal-GETC 1.1](#)
      - No resubmissions for IGETC approved
      - New version released January 2024 has clarified some subject areas course designations for areas 3-5
    - GE requirements for Local degrees also discussed.
  - [General Session – Credit for Prior Learning/ Baccalaureate Degree Program](#)
    - CPL data reporting and inaccuracies
    - Baccalaureate degree approval process
  - [MQs Equivalence Cross-listing](#)

Common Course Numbering (CCN), is currently transitioning from a planning phase to an implementation phase
  - [2023-common-course-numbering-task-force-report-2-15-24-a11y.pdf](#)
  - [Transfer to Baccalaureate Degree Attainment Initiative Implementation at a Glance - 2-21-24.pdf](#)

California Community College Norming Session
  - Recording posted - [Chancellor's Office Curriculum Review Norming and Updates](#)
- Upcoming ASCCC Events

- [California Legislative Process 101](#)
  - Wednesday March 20, 2024 1-2pm
- [Equity in the Online Course](#)
  - Wednesday March 20, 2024 1-2pm
- Pre-session Resolutions packet out to the field by March 15, 2024
- [Area D Meeting Online](#)
  - March 22, 9am-3pm

[ASCCC Spring Plenary April 18-20, 2024, San Jose](#)

**g. Cypress College Foundation - Damon de la Cruz**

**h. Distance Education – Samantha Simmons**

**DECT Grant**

- The Distance Education Captioning and Transcription (DECT) grant provides California Community College systems (CCCs) funding for video accessibility needs to “enhance access and inspire learning for students utilizing distance education.” As of October 1, 2022, the requirement that a student with an Academic Accommodation Plan (AAP) be enrolled in the course is no longer required.
- CCCs cover millions of students attending 116 colleges, making the DECT grant an enormous feat in creating more accessible educational content. This program enables member colleges to utilize captioning, transcription, live captioning, and audio description solutions for eligible distance learning materials, and have it paid for directly by grant funds.
  - Qualifying courses:
    - All instructional faculty can submit a captioning request through DECT for courses taught in any distance education modality, including synchronous Zoom, asynchronous, hybrid, and hyflex.
    - Videos must be instructor-created (not from another source.)
    - More than 1-minute in length
    - Spoken in English
    - Have clear audio
- To learn more about the DECT Grant, visit the [DECT Grant FAQ page](#) and See information in [RCI Modules](#)
- To submit a request for captioning, first, fill out the following [DECT Request Form](#)

**Pronto**

- Pronto is the only LMS-integrated communications platform (Chat/Video/File Share) that gives faculty direct access to students. It can be used as an alternative to Discord. Being that it is integrated into Canvas, only CC students can access the chats.
- We have a new “Pronto Chargers” group that is campus-wide. The representative Sydney is also in the group and can answer questions about integration and how to maximize use in classes. Here is the link to join the [Pronto Chargers Group](#)

- The Pronto rep is also looking for faculty who use Pronto and are interested in providing feedback regarding integrating Pronto into Assignments on Canvas and into SpeedGrader. Let Sam know if you are interested and I can forward info.

### **Hyflex**

CCs around the state are trying to gather data on hyflex and how schools are interpreting and using this modality. If you are implementing hyflex in your classroom, division, department, would you answer the following questions and email answers to Sam ([ssimmons@cypresscollege.edu](mailto:ssimmons@cypresscollege.edu))

- Name/Department
- Status of implementing HyFlex in class/division/department (e.g. proposing, developing, implementing, not considering it)
- How your campus (division/department) is defining Hyflex
- Desired outcomes for using Hyflex (e.g. safely offer hard-to-convert, increase enrollment, increase success)
- Comments/Questions and links for docs you want to share (attach below)
- How are you implementing Hyflex into the classroom (e.g. OWL; immersive classroom)

### **Tech Talks – Spring 2024**

- Join the Professional Development and Distance Education teams on the **1st Mondays from 2:00 – 3:00 p.m.** to chat about EdTech tools that help enhance the learning experience.
- **May 6:**
  - Location: Zoom
  - Topic: Cidi labs Cidi Labs UDOIT Cloud Accessibility Tool

### **DE Plan**

- DE's cycle is from 2018-2023
- Be on the lookout for feedback requests

### **Online Teacher Training – Summer 2024**

- Accepting participants for Summer 2024 (June 3 – July 7) – Contact [distanceed@cypresscollege.edu](mailto:distanceed@cypresscollege.edu) to be added to the list

### **Recurring Information:**

#### **POCR (Peer Online Course Review), Design, and Accessibility- Spring 2024**

- POCR stipend was approved!– see MOU sent by UF
- [Spring Workshops Flyer](#)
- **Since they are Workshops, we would like to encourage folks to attend in Person, LLRC 110; 1-2 pm, Thursdays. There will be a zoom option as well. Recordings will be available in the [Resources for Continuing Education Modules on Canvas](#)**
  - POCR & Design: Interaction, March 14th 1:00 PM – 2:00 PM (+Cidi labs demo)
  - Captioning, March 21st 1:00 PM – 2:00PM

- Practice and Try, April 4th 1:00 PM – 2:00PM
- POCR & Design: Assessment, April 18th 1:00 PM – 2:00 PM (+Cidi labs demo)
- If interested in getting an online course badged, please send your information to the Distance Ed team [distanceed@cypresscollege.edu](mailto:distanceed@cypresscollege.edu)
- Feel free to self-enroll in the POCR Canvas Shell to get to know the process. [Self-Enroll Link for POCR Canvas Shell](#)
- When finished with POCR a Quality Review badge is associated with a course, which makes it more visible on the CVC when students search.
- **POCR reviewers** – If you or someone you know is interested in becoming a POCR reviewer, please contact Sam ([ssimmons@cypresscollege.edu](mailto:ssimmons@cypresscollege.edu)) for further information. There are trainings available in spring. We currently have openings for Health Science, Visual and Performing Arts, and Business/Computer Information Systems, Computer Science.

### **CVC @ONE**

- [Cypress College CVC Enrollment Overview – Winter/Spring 2024](#)
- The @ONE (Online Network of Educators) is offering many free courses for online teaching for winter and spring. [Here is the information about offerings](#)
- There are also free webinars. They request that folks RSVP and register. [Free CVC Webinars](#) Topics include: OER in Online Math Courses; RSI (Regular and Substantive Interaction) in Online Courses; Harnessing the Power of Student Feedback; Demystifying Equitable Grading Practices; How to Make Documents Accessible; Embedding Content into Canvas Pages; Authentic Assessments in STEM Courses; and many more.

### **DE Committee**

- First Thursdays, except for May (conflicts with Senate)
- Next meetings 4 April, 9 May 2024 \*Change from May 2; 3:00-4:30 – In the new Design Lab **LLRC Room 110** or on **Zoom**
- Get access to Agendas, Minutes and important DE Documents on the [DE Committee Sharepoint](#)
- All are welcome!

- **Current and Upcoming DE projects:** Be on the lookout for information/feedback requests from your DE Representative in Spring 2024
- **Templates:** Creating accessible templates for Canvas (including syllabus, pages, discussions) using Cidi Labs for design and accessibility. Please see workshop schedule as we will be talking about using templates in all POCR workshops.
- [Pre-course Checklist:](#) Providing faculty with information on preparing online courses before the start of the semester. Link also includes an accessible syllabus template
- **Updating Faculty Handbook for DE**
- **Updating DE Plan**
- **Open Lab**



- Tuesdays – 1-3pm - [Zoom link](#)
- Wednesdays - 11-1pm - [Zoom link](#)
- Come visit our New Design Lab - LLRC 110 or make an [appointment](#)
- [Open Lab Flyer](#)
- Self-enroll for the Resources for Continuing Instruction (RCI) Canvas shell to stay updated and share information.  
<https://cypresscollege.instructure.com/enroll/HMDECJ>

**i. DEIAA - Maha Afra**

**Equity Framework**

**Structure**

Administratively: CC President and SEA Director

Operationally: SEA Director

Input: DEIAA and SEA Committees

**Implementation Timeline**

Spring 2024: implementation

Fall 2024: Flex presentation

Pilot Groups: LGBTQ+ (Jenelle), VAPA (Maha), AS (Arjun). It is ready for everyone to take to their constituents, implement it and give feedback.

**History/Background**

2020 Nov, intro

2021 March, themes

April, questions

May, students

Fall 2021-Spring 2022 Rubrics

2022 Fall, Oct, meetings, talks about Equity Framework and Equity Retreat  
Gisela presented it to Senate and the Framework was supposed to be shared with all constituencies to put it to work.

2023 Bryan Ventura had an Equity Framework focus in his meeting.

**Anti-racism statement**

Virgil Adams will bring back a plan on how to implement the statement.

**BLM Taskforce Recommendations**

Virgil will form a committee to review the recommendations and update us on what

was completed and what wasn't plus what needs to be updated.

**Funding requests**

We approved one request for International Festival.

**DEIAA Committee Goals**

We discussed the goals.

**Announcements**

LGBTQ+ events

AS Springfest and Worldfest

Amend2men

VAPA HS Day

Dr. Ponce retirement party

**j. Guided Pathways Steering Committee - Liana Koppel**

No Report

**k. IDEAA Ombuds - Michael Brydges**

- All faculty and members of the Academic Senate are encouraged to begin using the Equity Framework that will be presented by Maha Afra, DEIAA Committee
- Recommendation that Academic Senate also work to incorporate the framework within our Academic Senate Meetings
- The DEIAA Committee presented an Anti-Racism statement to Academic Senate (a previous Senate meeting), the IDEAA Ombuds welcomes suggestions of ways you believe this statement should be presented on campus
- Clarification on the role of Ombuds and District connections

**l. Instructional Program Review and Department Planning- Jill Bauer**

- The handbook and all other IPRC information can be found on its new webpage: [IPRC webpage](#).
- The Instructional Program Review Committee (IPRC) will meet on Mondays from 3:00 p.m. – 5:00 p.m. on the following dates this spring: 2/5, 3/11, 3/18, 4/8, and 4/15.
- 75 percent of programs completed an annual update.
- The committee has received feedback from faculty and deans and plans to revise the annual update form and to a mid-point review process during the spring semester. Please send additional feedback to Jill ([jbauer@cypresscollege.edu](mailto:jbauer@cypresscollege.edu)) or Myev ([mrees@cypresscollege.edu](mailto:mrees@cypresscollege.edu)).
- The following Specialized Instructional Program Review (SIPR) programs are going through full review in Spring 2024:
  - Distance Education
  - Dual Enrollment
  - Honors and Service Learning
- The [program review schedule](#) on the Program Review webpage is current and accurate. The following programs will undergo full program review in Fall 2025:
  - Accounting
  - Administration of Justice
  - Air Conditioning and Refrigeration
  - Aviation and Travel Careers
  - Computer Information Systems
  - Dental Hygiene
  - Health Information Technology
  - Human Services
  - Journalism
  - Media Arts Design
  - Mortuary Science (AA)
  - Photography
  - Theatre Arts
- The following programs will complete the short form in Fall 2025:
  - Auto Collision Repair



- Auto Technology
- Court Reporting
- Dental Assisting
- Geography/GIS
- Hotel, Restaurant, and Culinary Arts
- Management/Marketing
- Mortuary Science Baccalaureate Degree (New in 2018)
- Nursing
- Psychiatric Technology
- Radiology Technology
- Diagnostic Medical Sonography

**m. Instructional Professional Development – Jane Jepson**

**n. Student Equity and Achievement Committee – Jenelle Herman**

Approved 8 funding requests; are accepting requests for this and the next fiscal year.

- 1st Read of SEA Co-Chair Job Description
- Sub-committee to review committee membership – will meet in April
- Student Equity Framework: Pilot group, including AS, VAPA, and Pride will test, but others are welcome to use as well.
  - SEA Plan: discussed need to increase enrollment of women – focused on the need to expand service hours beyond M-F 8-5 and to find a solution for childcare

**o. Student Outcomes Assessment - Jennifer Coopman**

- This is Jennifer Coopman's last semester as SLO Coordinator. Kathleen McAlister sent a second call-out to all Faculty for a new SLO Coordinator.
- Attached is the updated Fall 2023 CSLO Assessment Status Report (updated as of February 28, 2024). Overall as a campus, we have a 93.5% completion rate with CSLO assessments, awesome work Faculty!!
- The SLO Committee met March 4, 2024. The committee reviewed and discussed the updated Fall 2023 CSLO Assessment Status Report. The committee reviewed and discussed the Fall 2019-Spring 2023 campus wide ISLO Data. The committee reviewed the three SLO components to instructional program review. These three components include CSLO assessment (completed in eLumen), Department PSLOs (all CSLOs mapped to Department PSLOs in eLumen, Degree & Certificate PSLOs (PSLOs written and launched in Curricunet for all degrees and certificates). There was a reminder that deans should be checking syllabi each semester within their respective divisions for active CSLOs. The committee discussed and completed the Fall 2023-Spring 2024 Annual Governance Groups Self-Evaluation form.
- Jennifer Coopman sent the completed Fall 2023-Spring 2024 Annual Governance Groups Self-Evaluation form to Jill Bauer and Bryan Ventura.
- Jennifer Coopman sent the Fall 2019-Spring 2023 campus wide ISLO data to PAC (Scott Thayer, Kristi Valdez), Academic Senate, and to the VPI (Kathleen Reiland).
- Jennifer Coopman and Jill Bauer met February 19, 2024, to discuss possible restructuring of learning outcome leads.

- Jennifer Coopman, Jill Bauer, and Kristina Oganessian met March 6, 2024, to discuss possible restructuring of learning outcome leads.
- There is a new interface when Faculty log into eLumen with a to-do list. Faculty can select “Courses” to view the old interface. If there are multiple assessments showing for a course, Faculty only need to complete one assessment. Use the assessment with the most recently updated date in the title. The most updated assessments for Faculty to use for courses have a date of 08/14/2023 in the title of the assessment.
- There have been technical difficulties in eLumen with programs not being reflected in the correct areas. In progress of resolving this issue with eLumen.
- In progress of district IT completing a Spring 2024 data load to eLumen.
- Programs going through Fall 2024 instructional program review should have written PSLOs for all degrees and certificates in their department and pre-launched these programs (degrees/certificates) in Curricunet prior to the Spring 2024 pre-launch deadline (February 10). There are documents with instructions for writing Degree & Certificate PSLOs (a template is provided), and for how to modify a program in Curricunet. These documents can be found in the RSLO Canvas course shell. These guides are also in the SLO Handbook.
- Updates were made to the Resources for Student Learning Outcomes (RSLO) Canvas course shell, including the upload of the 2023-2024 Annual Governance Groups Self-Evaluation form, the Instructional SLO Committee meeting minutes, CSLO Assessment Status Report, and the Fall 2019-Spring 2023 ISLO Data Report. Maintenance of the RSLO Canvas course shell is ongoing.
- Corresponded with various Faculty regarding CSLOs, CSLO assessments, Department PSLOs, additional Department PSLOs, PSLO Mappings, Degree and Certificate PSLOs, Faculty Participation Reports, Department PSLOs in the Catalog, and eLumen.
- Ongoing maintenance of eLumen. This includes adding CSLOs for courses, creating CSLO assessments for courses, inactivating courses that are no longer active in CurricUNET, creating Faculty Participation Reports for departments, adding user roles, and communicating with the eLumen technical support team with technical issues. As a note, it is quite challenging to maintain eLumen since CurricUNET and eLumen do not communicate directly. eLumen and the CC Catalog not directly communicating is also a challenge.
- As a reminder, there is a “Resources for Student Learning Outcomes (RSLO)” Canvas course shell that includes CSLO and CSLO assessment information, Department PSLO information, Degree & Certificate PSLO information, SLO webinar recordings, ISLO information, and the SLO handbook. A self-enrolling URL link was included in an email to all Faculty.
- Degree and Certificate PSLOs are included in Instructional Program Review. All programs should pre-launch Degree and Certificate PSLOs in CurricUNET by the spring pre-launch deadline prior to their instructional program review. When modifying a program in CurricUNET, a link to the Degree and Certificate PSLOs template document is provided within the Help box in the Program Student Learning Outcomes section. The document includes the following language: “Degree and Certificate

PSLOs are designed to reflect the fundamental knowledge and skills students should obtain as a result of receiving a degree/certificate offered by instructional departments at Cypress College. To meet Accreditation standards, the College must regularly assess “learning outcomes for courses, programs, certificates and degrees using established institutional procedures.” (IIA3) Departments should write one or more PSLOs that reflect the core competencies for each degree or certificate. Initially, the Degree and Certificate PSLOs will be assessed annually via the Associate Degree and Certificate Assessment Plan (ADCAP) Student Survey. The results of the annual ADCAP survey will be evaluated every four years as part of the Department’s Program Review Report. Departments should discuss the Degree and Certificate PSLO assessment results in order to evaluate their programs for continuous improvement.” The document also includes sample language for Degree and Certificate PSLOs, including examples for various programs. Please consider using future flex days as a time to write Degree and Certificate PSLOs.

- As a reminder, when CurricUNET updates with a new course or with new/revised CSLOs for an existing course, the CSLO to PSLO mapping needs to be done/redone in eLumen for that course (even if the course had been mapped previously). Best practice is to do this mapping as the updates are made in CurricUNET. Departments should also update Department PSLO Mappings to reflect any CSLO mappings to Equity.
- The next SLO Committee meeting is scheduled for May 13, 2024.

**p. United Faculty-**

**q. President’s Report and Committee Appointments (15 min.)**

**Academic Senate President’s Report—3/14/24**

**Committee and Meeting Report Outs:**

**Committee appointments:**

**Hiring Committees:**

**Director of Disability Support Services: Dawn Decker, Deborah Michelle**

Flavio Medina-Martin, the newly appointed District Director, Diversity, Culture, and Inclusion (DCI) for NOCCCD is re-establishing the Equal Employment Opportunity Advisory Committee (EEOAC) and seeking a Faculty Representative for Cypress College. The Senate should discuss whether to appoint the IDEAA Ombuds to this committee.

Joel Gober made the motion to approve the appointments. The motion passed unanimously.

Here is a summary of the main topics discussed in the various committee and other meetings since the last Senate session. I am happy to answer any questions regarding the report out.

**Board of Trustees Meetings:**

**BOT 2/27/24**

- Block vote items and minutes from the 2/13 meeting were approved.
- Item 3D : “Authorization is requested to enter into an agreement with Sundt Construction, Inc. for Phase 2 Construction Management Services for the Fine Arts Renovation Project at Cypress College.” Approved.

- Item 3E: “Authorization is requested to approve agreements with (AJG) Arthur J. Gallagher & Company and Captive Insurance for Public Agencies to obtain insurance for the Cypress College Fine Arts Building Renovation.” Approved.
- Item 3I: “Authorization for out-of-country travel for Dani Wilson, Angela Henderson, and Cynthia Olivo to Paris, France March 9-16, 2024, to conduct a site visit for the Paris, France Spring 2024 Study Abroad Program.” Trustee Lopez expressed concern about the contractor paying for the travel as it may be considered a “gift.” Trustee Bent commented on the number of people traveling and asked if it was necessary to send 3 people. Trustee Brown proposed to defer approval pending receipt of information.
- Item 4B: “It is recommended that the Board approve the revised Fullerton College Mission Statement.” In November 2023 the BOT proposed the following changes: “We dismantle oppressive institutional structures in order to achieve educational justice” to “We remove barriers to student success in order to achieve educational justice.” The last sentence removed in the final proposal. Approved.
- Item 4C: “It is recommended that the Board approve the District Educational and Facilities Master Plan Refresh.” Approved.
- 6B: The BOT discussed various issues related to generative AI. There was a proposal to discuss AI at future Board meeting.
- I read the resolution in support of classified colleagues which was approved at the 2/22 Senate meeting.

### **BOT 3/12/22**

- Block vote items 3, 4, and 5 approved.
- Minutes from 2/27/24 approved.
- Item 5f: “Request approval to receive the District’s initial proposal to CSEA Chapter 167

for a Successor Agreement as proposed and to set a public hearing.” Information—no questions/comments.

- Item 5g: “Request approval to receive the initial proposal for a successor agreement as

proposed by CSEA Chapter 167 to the District for 2024-25 and set a public hearing.” Information—no questions/comments.

- Item 6a: “It is recommended that the Board adopt Resolution No. 23/24-18, Women’s

History Month.” Adopted.

- Item 6b: “It is recommended that the Board receive the revised Board Policies in Chapter

7 and direct that they be placed on a future Board meeting agenda for action.”

- BP 7270, Trustee Lopez proposed minor change to language “passage” to “support”

- Item 6c: “It is recommended that the Board receive as information the revised Administrative Procedures in Chapter 7.” No questions/ comments.

- Item 7a: Chancellor’s Staff Comments
  - UF President, Christie Diep, read a statement condemning the Board of Trustees for issuing an intent to fire union chief negotiator, Mohammad Abdel Haq.

**Council On Budget and Facilities (CBF):**

**CBF 3/11/24**

- Summary notes of the 2/12/24 meeting approved.
- Budget Update

Fred Williams reviewed recent updates from the LAO. He noted that the LAO and Governor’s office had both projected deficits, but LAO’s projected deficit was originally 30B higher than the Governor’s—reflecting a difference in terms of the expectations for revenue. He provided a summary of LAO’s recent conclusions in “LAO to Legislature: Deteriorating Budget Condition Ahead” and “The 2024-2025 Budget: The Governor’s Proposition 98 Funding Maneuver,” which suggest that the deficit would be even larger than originally estimated. LAO is not supporting the recommendations of the Governor. Instead, they are recommending no COLA for 2024-2025; rejecting the Governor’s spending proposals; sweeping unspent funds; and reducing spending in existing programs/initiatives listed below:

- Apportionment funding for intercollegiate athletics—\$100 million
- Apportionment funding for physical education classes—\$100 million
- California College Promise non-need-based grants—\$91 million
- State funding for CCC noncredit fine arts and other enrichment activity classes—\$40 million

**P-1 Apportionment Information**

Kashu Vyas explained that “P-1” is the first reporting period—reflecting the difference relative to the estimates/projections provided in August. The deficit factor at P-1 was 3.55% which equates to \$9.4 million total for NOCCCD. Fred Williams provided a summary sheet to show how that deficit would be allocated to the budget centers. These numbers reflect the deficit each center would have to cover: District Services: 912,300; Cypress: 3,259,450; Fullerton 4,263,299; NOCE: 1,003,479

**Fred Williams explained that we had an uncommitted fund balance of 14 million in the budget. The deficit of 9.4 million would have to come out of that budget.**

- One-time funding

In addition to the projected 9.4 M deficit, the SERP payment would also come out of the uncommitted fund balance. No specific figure was provided because we don’t yet know the number of employees who will be taking the SERP. However, he projected that it could be around 10M. **He noted that between the 9.4 M deficit and a 10M SERP we would already exceed the uncommitted fund balance.**

Henry Hua presented a one-time funding request for 2, 140,000 M to pilot “Student Success Advocates Model” (Please see Powerpoint slides included in the Senate

site.) Money would be used to hire 3 project managers, 80 professional experts, and 3 technology and data project coordinators.

“In order to address Student Enrollment, Retention and Success, our District is interested in piloting a Success Advocate resource for students. These Success Advocates will help prospective, former and current students to enroll, re-enroll or remain enrolled through providing just-in-time help, referrals and support in a proactive manner via text messaging, phone calls, online support and in person assistance in caseloads. This service will be implemented for all three colleges so that support is consistent for all students—credit and non-credit alike. Through a combination of hands-on support and technology, Advocates will connect with students to help on a regular basis.”

There were some questions about this proposal. The presentation included figures for Fullerton College and assumed 100% recovery of former students. The committee expressed the need more data—including Cypress College—and realistic figures for the number of students we might expect to recover. Will “success advocates” be replicating work of counselors or the Title 5 coaches at Cypress? Is it realistic to expect to develop the program and acquire the data in 1 year?

Fred Williams proposed to bring the item to the next DCC meeting. Jeremy Peters noted that the next meeting was scheduled for Spring Break and faculty might be able to attend. The committee agreed to bring it to DCC as an information item because a decision about the funding would have to be made soon.

- District-wide Funds Cost increases and Changes

“The District-wide Funds Budget was revised and approved by the District-wide Technology Committee (DTC). Additional funding is being requested to be set aside to cover an increase in costs and shifts in products. The total funding requested is \$139,318 to cover the remaining 2023-24 expenses. A five-year projection has been included for review and discussion.”

Kashu Vyas suggested that the committee agree to cover these expenses with the understanding that they may change year-to-year so that funds would not be held up pending approval of the committee. There was some debate about this. The committee agreed that the costs should be reviewed yearly, in March, but changes would no longer have to be approved.

- Facilities Update

Fred noted that Fullerton has some challenges and will have to make some decisions due to shortfalls for several simultaneous planned projects—9M for fine arts; 7M for PE, etc.

Richard Williams provided a facilities update for Anaheim.

Stephen Schoonmaker provided a facilities update for Cypress College.

Henry Hua provided a facilities update for Fullerton College.

**District Consultation Council (DCC):**

**DCC 2/26/24**



- Vice Chancellor Fred Williams provided a budget update from the State Chancellor's Office, including a new report from the Legislative Analyst's Office (LAO), a summary provided by School Services of California, and the budget assumptions for the Tentative Budget.
- The committee reviewed and approved the following revisions to BP/AP:
  - AP 5030, Fees: This procedure was updated to specify the conditions under which the District would drop nonresident students and international students for nonpayment of tuitions and fees. The updates include the addition of new sections 4.1.3, 4.1.4 and 4.2.1, and clarifying language in sections 4.2 and 4.3.
  - BP 5020, Nonresident Tuition: This policy was updated to include legally required language.
  - AP 5020, Nonresident Tuition: This procedure was updated to include legally required language and to incorporate new payment language in section 10 which mirrors the new, proposed language in AP 5030.
- The committee approved the BPs and APs below which were revised to reflect changes per the Community College League of California (CCLC) Policy and Procedure Legal Updates and revisions recommended by California (CCLC) Policy and Procedure Legal Updates and revisions recommended by Jane Wright, CCLC Consultant.
  - BP 7100, Commitment to Equal Employment Opportunity and Diversity
  - BP 7110, Authority to Hire
  - BP 7130, Compensation
  - AP 7130-1, Payroll
  - AP 7130-3, Retirement Systems
  - BP 7160, Professional Development
  - BP 7310, Nepotism
  - BP 7330, Certification of Freedom From Communicable Disease
  - AP 7330, Certification of Freedom From Communicable Disease
  - BP 7350, Resignation
  - AP 7350, Resignation
  - BP 7370, Political Activity
  - BP 7770, Whistleblower Protection
  - AP 7770, Whistleblower Protection
- DCC discussed the status of the program discontinuance workgroup and discussed details about the workgroup composition.

**Planning and Budgeting Committee (PBC):**

**PBC 3/7/24**

- Minutes from 2/1/24 were approved.
- The DLR Group gave a presentation on the Sustainability Plan (included in supporting files in the Academic Senate site).
- The Campus Technology Committee Charter and Planning and Budget Committee Charters were approved.

- Billy Pashaie presented a draft of the Cypress AI Taskforce (CAIT) Charter. He was encouraged to discuss the taskforce membership and bring the charter back for approval.

### **President Advisory Committee (PAC):**

#### **PAC 2/22/24**

- President Thayer provided an update on enrollment, the SEM application, and non-credit to credit pathways.
- Vice President of Student Services, Paul DeDios, provided updates on the HBCU Transfer Tour - March 26-30; Charger Fridays, March 1-May 10; Kindercaminata, March 15; Commit2Cypress, May 1; commencement preparation, May 22-24.
- Vice President Instruction, Kathleen Reiland, presented information about a temporary proposal to support AB 928 Single GE and Auto-ADT Provisions, the Senate proposal to establish minimum timeframes for curriculum; faculty professional standards (She noted that the existing Code of Ethics for Faculty is inadequate and extremely out of date--1981): [https://nocccd.edu/files/3003\\_93486.pdf](https://nocccd.edu/files/3003_93486.pdf); progressive discipline for adjunct and tenured faculty; summer and winter intercession services.
- Bryan Ventura presented an update for Institutional Research & Planning on Title III/V eligibility.
- In my Senate report to PAC, I expressed concerns regarding the intersession data presented by VPI Reiland because the data focused exclusively on English courses. I noted that the proposal to establish minimum timeframes for curriculum is an issue that impacts all disciplines. I observed that the data presented confirmed that intersession course offerings and timeframes varied widely across the State and that the discipline faculty at Cypress College are best equipped to make determinations about their curriculum as those decisions are driven by our unique student data and validated through program review. Damon and I also expressed concern about administrative interference in curriculum, which is the purview of Senate/faculty.

#### **Other Business**

- I did a second call for faculty interested in serving as SLO Coordinator on 3/5 and asked faculty to communicate their candidacy by Wednesday, 3/20, at 5pm.

#### **IX. Adjournment**

Joel Gober made the motion to adjourn at 5:08. The motion passed.

#### **Appendix a**

*Dear Fola,*

*I attended the Curriculum Meeting last week. One of the agenda items was a directive to the committee from the Senate to come up with a process so that decisions regarding the timeframe for teaching curriculum is a part of the curriculum process, and that faculty at the departmental level are driving those decisions.*

*After faculty spoke to that agenda item, I heard that Kathleen Reiland joined the meeting and expressed her desire to negotiate these matters with the Union as part of discussion related to Article 10 in the contract. I was not there for that, but if what I heard is correct, I am very concerned.*

*I feel strongly that decisions on how classes should be taught (4 week intersession, 6 week intersession, 8 week class, 14 week late start, etc) need to be made at the departmental level and not by administrators, or by individual faculty. This is clearly a curriculum issue and part of our 10+1 rights. If UF leadership decides to negotiate this, discussions with Kathleen Reiland or other administrators regarding intersession curriculum decisions need to include senate representation so that our 10+1 rights aren't negotiated away.*

*I am concerned that these negotiations may happen outside of the view of membership and without a mandate from faculty to negotiate these items in the first place. I am also concerned that potential changes to Article 10 may be brought to faculty as part of group of changes, or tied to salary and benefits negotiations. Should UF decide to negotiate intersession with administrators, any potential changes to Article 10 language need to be voted on as a item separate and apart from other potential contract changes, or salary and benefit increases.*

*I would like for you to communicate these concerns at the next UF meeting. I also think these concerns are shared by other faculty in our division, and I would ask that you consider their views going forward.*

*Thanks,  
Craig*

## **CC ACADEMIC SENATE 2023-24**

<b>ACADEMIC SENATE OFFICERS</b>		
<b>President:</b>	Kathleen McAlister	x
<b>Past President:</b>	Damon de la Cruz	x
<b>President-Elect:</b>		

<b>Secretary:</b> Jaclyn Magginiti		<b>x</b>
<b>Treasurer:</b>		
<b>Curriculum Chair:</b> Joyce Peacock		<b>X</b>
<b>IDEAA Ombuds:</b> Michael Brydges		<b>x</b>
<b>Senators: Please indicate departure time if you leave before adjournment.</b>		
<b>Academic Senators</b>		
<b>Business/CIS 1</b>	Kathleen Troy (T2, Y1)	<b>x</b>
<b>Career Technical Education 1</b>	Jacqueline Aguet (T1, Y2)	<b>x</b>
<b>Career Technical Education 2</b>	Vacant (T1, Y1)	
<b>Counseling 1</b>	LaRon Armstead (T1, Y1)	
<b>Counseling 2</b>	Daniel Pelletier (T3, Y3)	<b>x</b>
<b>Visual and Performing Arts 1</b>	Donivan Howard (T1, Y1)	
<b>Visual and Performing Arts 2</b>	Aydinaneth Ortiz (T1, Y2)	<b>x</b>
<b>Health Science 1</b>	Thu Pham/Brenda Toy (T1, Y1)	<b>Thu Pham</b>
<b>Health Science 2</b>	Beena Eapen (T1, Y1)	
<b>Health Science 3</b>	Sally McNay (T1, Y2)	<b>x</b>

<b>Language Arts 1</b>	Samantha Simmons (T1, Y1)	<b>x</b>
<b>Language Arts 2</b>	Karen Le Cornet (T1, Y2)	<b>x</b>
<b>Language Arts 3</b>	Alison Robertson (T3, Y2)	<b>x</b>
<b>Library/Learning Resource Center 1</b>	Leslie Palmer (T2,Y1)	
<b>Kinesiology:</b>	Sergio Cutrona (T2,Y2)	<b>x</b>
<b>Science/Engineering/Math 1</b>	Joel Gober (T2, Y1)	<b>x</b>
<b>Science/Engineering/Math 2</b>	Christina Plett (T2, Y1)	<b>x</b>
<b>Science/Engineering/Math 3</b>	Ron Armale (T1, Y1)	x
<b>Social Science 1</b>	Hilary Reuter (T1, Y1)	<b>x</b>
<b>Social Science 2</b>	Jaclyn Magginetti (T3, Y1)	<b>x</b>
<b>Adjunct Faculty Senator 1</b>	Layal Lebdeh (T2, Y2)	
<b>Adjunct Faculty Senator 2</b>	(T1, Y2)	
<b>Adjunct Faculty Senator 3</b>	Kasim Alimahomed (T1, Y1)	Zachary White
<b>Liaisons</b>		
<b>Associated Students</b>	Arjun Ayyappan	<b>Moises Sandoval</b>

<b>Diversity, Equity and Inclusion</b>	Maha Afra,	<b>x</b>
<b>Campus Technology</b>		
<b>CC Foundation:</b>	Damon de la Cruz	x
<b>Program Planning and Review</b>	Jill Bauer	<b>x</b>
<b>Professional Development</b>	Jane Jepson	
<b>United Faculty</b>	Christie Diep	
<b>Student Equity and Achievement Committee</b>	Jenelle Herman	<b>x</b>
<b>Student Learning Outcomes</b>	Jennifer Coopman	
<b>AdFac United</b>	Layal Lebdeh	
<b>Accreditation</b>	Jill Bauer	<b>X</b>
<b>CTE Liaison</b>	Enrique Aispuro /Paul Kelley	
<b>Distance Education</b>	Samantha Simmons	<b>X</b>
<b>Basic Skills</b>		
<b>Guided Pathways</b>	Liana Koeppel	x



<b>GUESTS</b>		
<b>Name:</b>		
Steven Estrada	Archie Delshad	

Jaclyn Magginetti (she/hers) is inviting you to a scheduled Cypress College Zoom meeting.

Topic: Academic Senate

Time: Mar 14, 2024 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://cypresscollege-edu.zoom.us/j/87444075256?pwd=6ED868QmE4d7leKhAbliQIXkklQ0OF.1>

Meeting ID: 874 4407 5256

Passcode: 292998

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

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