Zoom- Link **More information can be found at the end**
9/14/23
3 to 5 P.M.

Cypress ◉ College

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: Sept 14

Future meetings 09/28, 10/12, 10/19, 11/09, 11/30, 12/7, 02/08, 02/22, 03/14, 03/21, 04/11, 04/25, 05/02, 05/16

I. **Establish Quorum and Acknowledge Alternates**
A quorum was established at 3:05. Jill Bauer is an alternate for Alison Roberts and Cassie Rodriguez is an alternate for Daniel Pelletier.

II. **Adoption of the Agenda**
Joel Gober made the motion to adopt the agenda. The motion passed.

III. **Approval of Minutes from 9/24/23**
Damon de la Cruz made the motion to approve the agenda. The motion passed. Cassie Rodriguez and Leslie Palmer abstained.

IV. **Public Commentary (3 minutes per speaker)**
   a. Maha Afra reported about the official land acknowledgment.

V. **Faculty Announcements and Invitations (2 minutes per speaker)**
   a. Maha Afra announced Hispanic Heritage Month.
   b. Karen Le Cornet announced World Language Preview Day.

VI. **Faculty Issues – Unfinished Business**
   a. Winter Intercession Discussion (cont'd) and Resolution to Recognized the Tenured Discipline Faculty Right to Make Determinations Regarding Intersession Scheduling (first read) (30 minutes)   Kathleen McAlister
   President McAlister shared the ASCCC's position on the Academic Senate's role in establishing an intersession calendar and the discipline faculty and Curriculum Committee's role in determining whether it is appropriate to offer courses in compressed formats. President McAlister presented a resolution urging the NOCCCD Board of Trustees to recognize the tenured discipline faculty right to make determinations about whether courses may be delivered

effectively in compressed timeframes and urging NOCCCD to consult with faculty to develop an intersession schedule that would accommodate a broader range of programs and courses. Please take this resolution to your departments. Senators were directed to take the resolution to their departments to gather feedback.

President McAlister shared concerns about the College's intent to schedule intersession courses in a compressed timeframe that was not approved by the faculty. She noted that when the intersession was announced in August, VPI Reiland implied that discipline faculty would make determinations about which courses would be suitable for a fully online, 4-week intersession and that participation would be "voluntary." Subsequently, the Deans had been told that classes may be scheduled regardless. Dr. Reiland indicated that classes would not be offered in disciplines where faculty had determined that it would not be appropriate, but suggested this might create conflict in departments where individual opinion differed from the majority. President McAlister referred to the resolution, which affirms that the scheduling of classes in compressed timeframes is a curricular decision, subject to a majority vote of the full-time discipline faculty.

b. Academic Senate Governance Group Charter (10 minutes)   Kathleen McAlister
President McAlister asked the committee to approve the Academic Senate Group Governance Charter. Joel Gober made the motion to approve the charter. The motion passed.

VII.   Faculty Issues – New Business

a. Appointment of IDEAA Ombuds (10 minutes)   Kathleen McAlister
Senate will conduct an election for the position of IDEAA Ombuds to the Academic Senate. Joel made the motion to appoint Michael Brydges. The motion passed.

b. Approval of Distance Education POCR Team (5 minutes)   Sam Simmons
DE Coordinator Samantha Simmons, requested for the Senate to approve the POCR (Peer Online Course Review) Team. All faculty members listed below have been trained and passed the CVC @ONE POCR Training Course.
Kendyl Covey--Language Arts, Kirk Domke--Science, Engineering, Math, Amanda Gargano—CTE, Silvie Grote—Kinesiology, Kathleen McAlister--Language Arts, Jacquelyn Rangel—Counseling, Vincent Romo--Social Sciences, Samantha Simmons--Language Arts, Annette Young—Library, and DE Support Team (Resource team members). Joel Gober made the motion to approve the reviewers. The motion passed.

c. BP 3830 Flying of National, State, and Commemorative Flags (15 minutes) Kathleen McAlister
The Senate reviewed the BP 3830 draft and discussed the process for gathering feedback. Please bring this back to your division for feedback.

d. Approval of Funding for Accreditation Institute and ASCCC Fall Plenary (5 minutes) Kathleen McAlister
President will ask the Senate to approve funding for the Accreditation Chair to attend the [ASCCC 2023 Accreditation Institute](#) and members of the Senate Executive Committee to attend the [ASCCC 2023 Fall Plenary](#).   Joel Gober made the motion to approve Kathleen McAlister, Joyce Peacock and Jill Bauer to attend. The motion passed.

e. Starfish Feedback (10 minutes)   Hilary Reuter
Faculty in Social Science raised concern about the Starfish email received on 9/6/23. The 3 main concerns are that the email did not emphasize that participation was optional, that the rollout was delivered after the start of the semester and students were not informed from Day

1 about the program and those who were at other Flex meetings were not trained, and that this record keeping between Canvas and Starfish adds an additional burden to faculty. Social Science would like clarity on the optional nature of the program, request additional training for interested faculty, and also expressed that faculty attempting to integrate Starfish for a full load of classes will likely be overwhelmed. Bryan Ventura and Brandy Miller-Wakeham addressed concerns and offered to attend division meetings if any further clarification is needed.

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

a. **Academic Senate Treasurer's Report – Giovanni Magginetti**
   N/A

b. **Accreditation Steering Committee and ACCJC Self Study - Jill Bauer**
   - The Shared Governance workgroup of the Accreditation Steering Committee has created a Cypress College Governance Groups directory. This can be found via the Additional Resources on the [Governance webpage](#).
   - The Accreditation Steering Committee released the second draft of the ISER to the College on opening day and via a follow-up email on Monday, August 21st. The ISER and supporting evidence are available via the [ASC Sharepoint](#). **Please provide feedback on the draft by contacting Jill (jbauer@cypresscollege.edu) or Bryan (bventura@cypresscollege.edu).** The ASC will bring the ISER draft to the Senate, PBC, PAC, and Board of Trustees during October and November.
   - The Accreditation Faculty Chair and Accreditation Liaison officer will present the ISER to the following shared governance groups this fall:
     - Associated Students – Oct.16th
     - Academic Senate – Oct. 12th (First Read); Nov. 9th (Second Read)
     - Classified Senate – Oct. 26th
     - PBC – Oct. 19th (First Read); Nov. 2nd (Second Read)
     - PAC – Oct. 12th (First Read); Nov. 9th (Second Read)
     - BOT – Oct. 10th (First Read); Nov. 14th (Second Read)
   - During 2023-2024, the Accreditation Steering Committee (ASC) will meet on the first and third Wednesdays of the month 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 for the link.
   - **A reminder that all college governance groups should have an approved charter by the October 2023 deadline.** The Shared Governance Workgroup presented the Governance and Decision-Making Handbook to PAC on February 9, 2023, and it was approved. The workgroup, led by Liana Koeppel and Elaine Haddad, hosted its first Training Orientation for campus group leads on Wednesday, April 12th. The training provided a basic overview of the processes in the handbook and instructions on completing group charters. The training was recorded and added to the Governance webpage along with the handbook and additional resources.

- [The ACCJC published the new 2024 Standards](#). The 2024 Standards will be the basis for comprehensive reviews beginning in fall 2025. The first cohort of pilot colleges will be trained on the new Standards in fall 2023.

c. **AdFac – Layal Lebdeh**
No Report

d. **Associated Students – Arjun Ayyappan**
Arjun Ayyappan reported on upcoming events.

e. **CTE Liaison – Enrique Aispuro**

f. **Curriculum Committee - Joyce Peacock**
Last Curriculum Meetings 9/05/23 and 8/24/23

- The Articulation Officer shared that 21 courses were submitted for UCTCA and are currently pending review. We will receive those decisions the end of September/early October. In addition, she worked with faculty over the summer for courses that need to be revised in order to make GE resubmission in December. Curriculum Specialist verified that in order for those courses to make BOT approval for a GE December submission, courses need to be ready for the October 31 curriculum meeting
- CPL Coordinator shared information gleaned from attending the Curriculum Institute held over the summer, mainly regarding CPL accepting ACE credit recommendations. Further discussion ensued regarding this and also Distance Education Accrediting Commission (DEAC). CPL Coordinator emphasized the need for Curriculum Committee to have conversations that will lead to a resolution later presented to Academic Senate for future policy
- Committee discussed change DE approval level but voted to keep DE at Level 1.5, with the added stipulation of more DE representative involvement in submitting and correcting the DE addendum in addition to curriculum representatives
- The Dental Hygiene program submitted their application to grant baccalaureate degrees
- Curriculum 2025 Cycle
  - Prelaunch: September 5, 2023 until February 10, 2024. This will be a hard deadline. Please reach out to your curriculum representative about courses that are currently out of compliance
  - Launch deadline April 6, 2024
- Committee Charter approved and will be presented to the PBC
- VPI shared Instruction office document with [Cal-GETC, IGETC and CSU GE](#) to show that the courses listed in red would not automatically get transferred into Cal-GETC pattern

Upcoming and Reminders
- Curriculum Management system demos and sandboxes for CourseLeaf CIM and CurrIQnet Meta are still available on senate meeting documents for 8/24/23. DCCC will discuss on the 9/14/23 meeting. Chair will update the senate
- Local GE pattern AA/AS discussion (Title 5-Ethnic Studies) and implications - The Committee would like to consider all changes and implications to local GEs together at the same time. The committee considered changing or deleting language about the reading proficiency requirement, but decided to wait for Title 5

language changes to be chaptered and will agendize the discussion in the future. The changes that will affect our local GE patterns:
- o Including Ethnic Studies area
- o Cal-GETC and courses that will articulate.

ASCCC/CCCCO Dates

- Curriculum Specialist attended the AB 1111 Task Force meeting on August 31. She reported that the plan is to have instructions on what to do by the end of June 2024. AB 1111: Common Course Numbering Project
- Chair will attend virtually the AB 928 Committee Meeting on September 18, 2023.
- Chair will attend CTE Collaborative Events and Regional Consortium - Orange County on September 21, 2023 at Orange Coast College

g. **Cypress College Foundation - Damon de la Cruz**
Join us for Pups & Pints and bring alumni and Retirees on Thursday, September 14 on campus.

- I visited all of the Division meetings last Friday and provided info on this event, encouraging our faculty to help us to locate Alumni.
- The Golf Classic is on Monday, November 6 at Old Ranch Country Club
- The Americana Awards Gala is on Saturday, March 16, 2024.
- If students are in need of Emergency Assistance Funding, first send them to Financial Aid where they will assess the overall situation and if appropriate, have them complete the Cypress College Foundation Emergency Assistance Form for us to help.

h. **Distance Education – Samantha Simmons**
   POCR

- **Information Workshops** - Will be holding Hyflex workshops on the following dates, all on Thursdays from 3-4:30 (not overlapping with Senate or DE committee):
  - o **Sept 21** - Next Thursday. Here is the zoom link for the workshop or come to the new CTX - CCPlex room 406 - 3:00-4:30pm
  - o **Oct 26**
  - o **Nov 16**

  If interested in getting an online course badged, please send your information to the Distance Ed team distanceed@cypresscollege.edu

- Feel free to self-enroll in the POCR Canvas Shell to get to know the process. **https://cypresscollege.instructure.com/enroll/G6AWTF**

   New to DE Team

- Elli Constantin, Director of DE

   Open Lab

- Tuesdays - 9-11am
- Wednesdays - 11-1pm
- Stop by LLRC 104 or make an appointment
- Self-enroll for the Resources for Continuing Instruction (RCI) Canvas shell to stay updated and share information. https://cypresscollege.instructure.com/enroll/HMDECJ

   DE Committee Meeting

- First Thursdays, except for December (conflicts with Senate)
- Next meeting, Thursday, October 5, 3:00-4:30

- Get access to Agendas, Minutes and important DE Documents on the [DE Committee Sharepoint](#)
- All are welcome!

Online Teacher Training (OTT)
- Fall cohort starts on 9/25
- Orientation 9/27

CVC Updates
- Cypress is now [Live on the CVC](#)
- Here's the CVC Newsletter "[Updates from the CVC](#)"

Accreditation
- **RSI Policy** - Our accreditation peer review requires a Distance Education (DE) review. In Spring 2024, the peer review team will review a randomly selected group of asynchronous online classes from the semester prior to the comprehensive peer review (i.e., Fall 2023). The purpose of this review is to confirm that the College is fulfilling its institutional obligation to ensure regular and substantive interaction (RSI) according to our Academic Senate-approved RSI policy (attached below).
- To prepare for our DE review, please review and follow the [Cypress College RSI policy](#) stated in the [DE addendum](#).
- If you have any questions about accreditation, please contact Bryan Ventura (bventura@cypresscollege.edu) and Jill Bauer (jbauer@cypresscollege.edu).
- If you have any questions about DE or RSI, please contact Distance Education at distanceed@cypresscollege.edu.
- You may also schedule an open lab appointment with the DE staff via this bookings link
- [Cypress College Regular and Substantive Interaction (RSI) Policy](#) is available on the Cypress College Distance Education SharePoint

i. **Diversity, Equity and Inclusion Committee - Maha Afra**
- Approval of Minutes – May 10, 2023
- Minutes Approved
- DEI Goals and Purpose Documents
  Revisited the goals and purpose of the committee. We would like to change the name of the committee to Diversity Equity Inclusion Antiracism Access (DEIAA). We are tabling the conversation about the name until next meeting. We will all make comments on a share point to review our goals, mission, and purpose. We are also reviewing the composition of the committee and having the SEA Director co-chair the committee with the President.
- Completing Goals for 2022-23
  - Land Acknowledgement- ready to go? Presenting to Senate on 9/14/2023. We have not agreed on when it is appropriate to use it.
  - Anti-racism statement- final review A sub-committee has been formed to review the statement.
- Mediation Training – Next Steps is to bring the training to campus for Flex Day or Opening Day.

- Goals for 2023-24: Tabled for next meeting.
  - DEI Framework
  - Other?
- Funding Proposal Requests: Dani sent the request form out through campus mail.
- Current Expenditures and Annual Budget: We have funds, so apply.
- Announcements / Reports: Hispanic Heritage Month kicks off tomorrow.
- Next meeting 10/11, hybrid

j. Guided Pathways Steering committee - Liana Koppel
- First GPSC meeting: Sept. 27th (4th Wednesday of the month, 3-4:30 pm)
- GPSC Charter was approved by PBC and will go to PAC
- Starfish
  - There have been technical hiccups in the last couple of weeks, with the timing of information and support going out to faculty. Please see clarification email that went out 9/12/23 for more information (content below).
  - We are continuing to rollout the platform to all faculty and students this term – We encourage everyone to attend one of the upcoming trainings to see how you can use this *optional tool* in your classes.
  - Faculty and selected student service areas can use Starfish to send and manage Kudos, Raise Flags of concern, and make Referrals. We are working to expand to additional service areas/ support offices for referrals and appointments.
  - More information and training sessions to come in fall.
  - A marketing campaign from Campus Communications will introduce Starfish to students.
  - Texting feature will be turned on for the district tentatively on 9/19.
  - Service Tiles/ Student Success Networks (resources in one place) are student-facing and now live.
  - Auto-flags will be tested in fall (Primarily with a focus on Ed Plan initiatives).
  - Integration with Canvas is in the works.
  - We are working to expand cohort management (Charger Experience etc.).
  - Questions, concerns, feedback is welcome: contact Liana Koeppel, Brady Miller-Wakeham, or StarfishSuccess@CypressCollege.edu

Email from 9/12/23, from StarfishSuccess@CypressCollege.edu:
Good   morning   Cypress   College   Faculty,

You may have seen an automated email from Starfish inviting you to participate in the progress survey for the classes that you're teaching this semester. This message was sent in error to all users before we could properly introduce the Starfish system and provide training. We apologize for any confusion or inconvenience this may have caused. To be clear, this was never meant to be mandatory for all instructors, merely an invitation to participate. To allow time for

increased communication and explanation, we have cancelled the September training and progress survey; we plan on scheduling additional time for training and conversations about this new program.

For those of you who may not be as familiar with the program, Starfish is a student success platform that will allow you to connect and send early alert messages (kudos, flags, and referrals) to your students. This optional tool can be used to help your students and streamline some of the work you are already doing. We encourage you to attend one of our upcoming optional, one-hour training sessions through Zoom to learn more about all things Starfish including early alert, progress surveys, and providing your students with timely feedback related to their performance in your classes. We will be emailing out more information about these trainings   soon.

If you have any questions about Starfish at Cypress College, or the upcoming trainings,   please   respond   to   this   email.

Thank you,
The Starfish Implementation Team

k. **Professional Development – Jane Jepson**
    No report
l. **Program Review and Department Planning- Myev Rees and Jill Bauer**
    - The Instructional Program Review Committee (IPRC) will meet on Mondays from 3:00 p.m. – 5:00 p.m. on the following dates this fall: 9/18, 10,2, 10/16, 10/30, 11/6, 11/13, 11/27, 12/4.
    - The following departments will undergo a full program review this year:
        o Chemistry
        o Communication Studies
        o Political Science
        o Counseling
        o Dance
        o Economics
        o Mathematics
        o Kinesiology
        o Psychology
        Sociology
    - Kristina Ogensian from Institutional Planning & Research sent all programs the program review form during the first week of the semester.
    - All other departments will complete an annual update. Jill Bauer and Myev Rees, IPRC Co-chairs, sent instructions for the annual update to department coordinators and deans during the first week of the semester.
    - Both program review forms and annual updates are due to deans on October 10th and to the IPRC on October 25th.

- As this is the first time we have completed the annual update, the IPRC welcomes feedback from faculty and deans on how to improve the form or the process.

m. Student Equity and Achievement Committee - Alison Robertson

- The SEA Committee is working on reviewing and revising membership and developing our charter, which will be followed by development of our website. The goal is to have all relevant information online for the Cypress College community to easily access.
- Attached, please find the current SEA funding request form, the current SEA Plan, and SEA Expenditures guidelines from the state.

n. Student Outcomes Assessment - Jennifer Coopman

- The Fall 2023 data load has been completed in the eLumen production site.
- The eLumen project is underway. This project includes the creation of future CSLO assessments in eLumen. This project would only include assessments for current CSLOs so any changes to CSLOs after the project would need to have new assessments created by the SLO Coordinator (or designee). There have been some technical difficulties with the script applied to the test site (CSLOs not in the correct order in the assessments) and the eLumen team is working to fix the script to correct the inaccuracies.
- Corresponded with Jill Bauer and David Soto in regards to updating the PSLO pages in the College Catalog.
- Updates were made to the Resources for Student Learning Outcomes (RSLO) Canvas shell. Maintenance of the RSLO Canvas shell is ongoing.
- Sent Department PSLO Mapping reminder emails to Department Coordinators with departments going through instructional program review this semester.
- 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.
- Beginning this semester, Fall 2023, the Degree and Certificate PSLO component will be included on the Instructional Program Review Form. 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.

o. **United Faculty- Christie Diep**
   No Report
p. **President's Report and Committee Appointments (15 min.)**
   Academic Senate President's Report—9/14/23
   Committee and Meeting Report Outs:
   Academic Senate appointments:
   - Election IDEAA Ombuds – Voted on

   Committee appointments:
   - EFMP Refresh Committee - Joel Gober made the motion to approve Jordan Fleck. The motion passed.
   - DEI Committee Joel Gober made the motion to approve Daniel Pueblos. The motion passed.

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 Meeting:
BOT 9/12/23
- **Please see the supporting document in AS Canvas site—*Proposed Budget and Financial Report* 2023-2024**
- Vice Chancellor of Finance and Facilities, Fred Williams, presented the *Proposed Budget and Financial Report* for NOCCCD 2023-24. He noted that we can expect to encounter a deficit beginning in 2025-2026 if we do not take measures to reduce operating expenses and/or increase revenues. Increasing enrollment will be the focus. He presented several scenarios (Appendix B of *Proposed Budget*) for on-going revenues/expenses that can address the future deficit. These options will be considered to address budget deficits beginning in 2025-2026 (see pages 33-34 of the Proposed Budget).
   o Increase FTES – Scenario 2 includes a 4% growth rate for the following five years; this would have a significant impact starting in 2027-28

- o Limited filling of vacant positions – Scenario 5 shows the budget if we strip out existing vacant positions ($10 million)
  - o No or limited pass through of COLA for salaries – Scenario 3 shows the effect of not passing on future COLAs, this keeps us out of a deficit position
  - o Contribution from the Retiree Benefit Trust – Up to $5.6 million per year
  - o Consider an early retirement incentive to lower salary costs by not filling positions and lowering salaries for the positions that are replaced - TBD
  - o Reduce non-essential expenditures - TBD
  - o Start collecting fees for services such parking and EV Charging Stations - $2 million per year
- During the Chancellor's report, Cherry Li-Bugg provided an enrollment update: Enrollment has increased over Fall 2022, Cypress 7%, Fullerton, 4%, NOCE 15%; however, FTES is down by 23%.
- I read a statement expressing concern regarding the District's failure to consult with the Academic Senates regarding the 4-week online intersession and expressing concern about the intersession scheduling process at Cypress College. I noted that the Academic Senate would consider a resolution urging the North Orange County Community College District to recognize the authority of the discipline faculty and Curriculum Committee in curricular matters, including the right to make determinations about course format (timeframe and modality) and urging the District to consult with discipline faculty to develop a winter intersession schedule or schedules that would accommodate a wider range of courses and programs. Fullerton College Academic Senate President, Jeanette Rodriguez, followed with a statement of support.

Council On Budget and Facilities (CBF):
CBF 9/11/23
- I was unable to attend CBF due to a meeting conflict. Vice Chancellor of Finance and Facilities, Fred Williams, presented the *Proposed Budget and Financial Report* for NOCCCD 2023-24**.** See my BOT notes above regarding the proposed budget.

District Consultation Council (DCC):
DCC 8/28/23
- DCC confirmed committee membership. Currently, there is no student representation on DCC; the Council is seeking student representatives. Students would be compensated for their time.
- Fred Williams provided a budget update.
- There was a discussion about the money distributed to the campuses for equitable book access programs. Cypress received 5 million for the Follett program. Fullerton also received 5 million, and they opted to use the funds to pay faculty to develop and share OER courses. UF has initiated a demand to bargain regarding the stipends provided to faculty for developing OER.
- The Chancellor reviewed the proposed BP 3830 "Flying of National, State, and Commemorative Flags," and instructed committee members to gather feedback and recommendations from the various constituent groups. It is likely that at AP will be developed in conjunction with the BP.

- I inquired about the process for beginning work on revisions to BP/AP 4021, Educational Program Discontinuance. The Chancellor requested to defer that discussion to a future meeting.

Planning and Budgeting Committee (PBC):
PBC 9/7/23
- The Guided Pathways Steering Committee Charter was approved.
- Stephen Schoonmaker went over the budget approval process and fiscal timeline review.
- Stephen Schoonmaker explained the distinction between the "general fund" resources, which are allocated based on the SCFF (student-centered funding formula) and the funding provided for categorical programs—funds provided for the district to work on specific projects/programs. These funds are detailed in the State Chancellor's Office's Compendium of Resources. The compendium includes all funding that is not part of the general fund.
- Stephen Schoonmaker explained how the funds received by the District are distributed to the campuses. Sometimes the funds are provided as a one-time funding allocation, and sometimes they come in the form of a grant. The grant coordinator receives and distributes grant funds. Bryan Ventura provided the formula for the SCFF base fund allocation, which is calculated based upon FTES: CC 36.69%, FC 51.32% NOCE 11.99%. The NOCCCD Budget Allocation Handbook explains how the funds received by the District are distributed to the campuses.
- Samreem Manjra inquired about funding for laptop distribution. Jill Bauer noted that because The Follett program provides e-texts, it is critical for students to have access. Jose Sanchez indicated that Academic Computing wanted to move away from Chromebooks and begin purchasing the Microsoft-based surface Pro SE instead. However, they require special configuration, and Academic Computing is working on a process to make this work. For this semester only, they may seek one- time funding to purchase Chromebooks. In the Spring, they hope to shift to Surface Pro SE.
- Kathleen Reiland reported that faculty prioritization requests will go out on 9/15. We are over our FON at the campus and District, so once again, we are hiring for "emergency conditions" only. Last year Cypress got 3 positions.

President Advisory Committee (PAC):
- Meets before Academic Senate on 9/14.

Other Business
I have confirmed that the division senator seats are correct. OIR has provided the following FT numbers:
- Business/CIS, 12
- Counseling, 25
- CTE, 18
- Health Sciences, 35
- Kinesiology, 7
- Language Arts, 33
- Library, 5
- SEM, 42

- VAPA, 15 (the elimination of 1 faculty member will decrease representation)
- Social Sciences, 29 (the addition of 1 faculty member will increase representation)

IX.   Adjournment
Joel Garber made the motion to adjourn at 4:44. The motion passed.

CC ACADEMIC SENATE 2023-24

ACADEMIC SENATE OFFICERS		
President:	Kathleen McAlister	x
Past President:	Damon de la Cruz	x
President-Elect:		
Secretary:	Jaclyn Magginetti	**x**
Treasurer:	Giovanni Magginetti	**x**
Curriculum Chair:	Joyce Peacock	**x**
IDEAA Ombuds:	Micheal Brydges	
Senators: Please indicate departure time if you leave before adjournment.		

Academic Senators		
Business/CIS 1	Kathleen Troy (T2, Y1)	x
Career Technical Education 1	Jacqueline Aguet (T1, Y2	**x**
Career Technical Education 2	Enrique Aispuro (T1, Y1	

Counseling 1	LaRon Armstead (T1, Y1)	x
Counseling 2	Daniel Pelletier (T3, Y3)	*Cassie Rodrigez*
Fine Arts 1	Donivan Howard (T1, Y1)	x
Fine Arts 2	Aydinaneth Ortiz (T1, Y2)	
Health Science 1	Michael Frianeza (T3, Y1)	x
Health Science 2	Vacant	
Health Science 3	Sally McNay (T1, Y2)	x
Language Arts 1	Samantha Simmons (T1,	x
Language Arts 2	Karen Le Cornet (T1, Y2)	x
Language Arts 3	Alison Roberts (T3, Y2)	**Jill Bower**
Library/Learning Resource Center 1	Leslie Palmer (T2,Y1)	x
Kinesiology:	Sergio Cutrona (T2,Y2)	x
Science/Engineering/Math 1	Joel Gober (T2, Y1)	x
Science/Engineering/Math 2	Christina Plett (T2, Y1)	x
Science/Engineering/Math 3	Vacant (T1, Y1)	
Social Science 1	Hilary Reuter (T1, Y1)	x
Social Science 2	Jaclyn Magginetti (T3, Y1)	

Adjunct Faculty Senator 1	Layal Lebdeh (T2, Y2)	
Adjunct Faculty Senator 2	Giovanni Magginetti (Y2)	x
Adjunct Faculty Senator 3	Kasim Alimahomed (T1, Y	x
Liaisons		
Associated Students	Arjun Ayyappan	**x**
Diversity, Equity and Inclusion	Maha Afra,	**x**
Campus Technology		
CC Foundation:	Damon de la Cruz	
Program Planning and Review	Myeb Rees & Jill Bauer	**x**
Professional Development	Jane Jepson	
United Faculty	Christie Diep	
Student Equity and Achievem Committee	Alison Robertson	
Student Learning Outcomes	Jennifer Coopman	
AdFac United	Layal Lebdeh	**x**
Accreditation	Jill Bauer	**x**

CTE Liaison	Enrique Aispuro /Jacque Aguet	
Distance Education	Samantha Simmons	**x**
Basic Skills		
Guided Pathways	Liana Koeppel	
GUESTS		
Name:	Brandy Miller-Wakham	
	Brain Ventura	
	Mike Brydges	

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

Topic: Academic Senate
Time: Sep 14, 2023 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
https://cypresscollege-edu.zoom.us/j/82716185277?pwd=M05SVGs0SS8yRDcvYlZPcFJkT1o0dz09

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