



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
8/24
3 to 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.

Minutes: Aug 24

Future meetings 09/14, 09/28, 10/12, 10/26, 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. A quorum was established at 3:04.
- II. **Adoption of the Agenda**
 - a. Damon de la Cruz made the motion to adopt the agenda while moving committee appointments under new business. Joel Gober seconded the motion. The motion passed.
- III. **Approval of Minutes from 5/18/2023**
 - a. Damon de la Cruz made the motion to approve the minutes. Daniel Pelletier seconded the motion. The motion passed. Enrique Aispuro and Arjen Ayyappan abstained.
- IV. **Public Commentary (3 minutes per speaker)**
 - a. Kathleen Reiland gave updates on the campus improvements, enrolment, Follet, and the food pass.
 - b. Janell Herman announced the opening of the pride center. There is concern about advertising the space due to safety.
 - c. Daniel Pelletier expressed concerns about Follet.
 - d. Hilary Reuter explained that you need to talk to your book rep about getting an open access code.
 - e. Karen Le Cornet expressed concerns about communication with Follet.
- V. **Faculty Announcements and Invitations (2 minutes per speaker)**
 - a. Leonor Cadena announced the P.I.E. series at the district.
- VI. **Faculty Issues – Unfinished Business**

N/A

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 Magginiti, Academic Senate Secretary, at 714-484-7010 or Damon De La Cruz, Academic Senate President, at (714) 484-6006 at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

VII. Faculty Issues – New Business

- a. District Director of Diversity, Culture and Inclusion (10 minutes) Kathleen McAlister/Leonor Cadena
Leonor Cadena clarified the distinction between the District Director of EEO and Compliance and the District Director of Diversity, Culture, and Inclusion positions and answered faculty questions about the restructuring of these roles.
- b. Committee appointment (10 minutes) Kathleen McAlister
Daniel Pelletier made the motion to approve Jill Bauer and Myev Rees as IPRC Co-Chairs. Damon de la Cruz seconded the motion. The motion passed. Joel Gober made the motion to approve Annette Letcher for the District Director of Diversity, Culture, and Inclusion. Damon de la Cruz seconded the motion. The motion passed. Joel Gober made the motion to approve Armando Mendoza to the District Technology Committee. Jill Bauer seconded the motion. The motion passed. Alison Robertson made the motion to approve Abigail Awad, Nancy Corrales, and Vincent Taylor to serve on the Professional Development Committee. Damon de la Cruz seconded the motion. The motion passed.
- c. Senate 101 and Senator Resources (45 minutes) Damon de la Cruz
Past President Cruz went go over the rules and procedures of the Senate. President McAlister shared resources for new senators on the Academic Senate Canvas site.
- d. Winter Intercession Discussion (10 minutes) Kathleen McAlister
President McAlister shared faculty concerns about the 4-week online winter intercession and received feedback from the committee.
- e. BP/AP 4021 Educational Program Discontinuance Update (2 minutes) Kathleen McAlister
President McAlister updated the committee regarding the proposal to amend BP/AP 4021 Educational Program Discontinuance. They have agreed to update the policy.
- f. Academic Senate Handbook Update (5 minutes) Kathleen McAlister
President McAlister will seek volunteers to form a subcommittee to update the Academic Senate Handbook: <https://www.cypresscollege.a2hosted.com/Documents/academic-senate/HandBook-senate.pdf>. Joel Gober made the motion to remove the handbook from the website. Damon de la Cruz seconded the motion. The motion passed.
- g. Professor Emeritus Process and By-Laws Update (5 minutes) Kathleen McAlister
President received feedback/recommendations regarding the criteria for Emeritus nominations and the process for conferring Emeritus status each year.
- h. Academic Senate Governance Group Charter (5 minutes) Kathleen McAlister
President McAlister discussed the process for establishing and approving the Academic Senate Group Governance Charter: [Link to Charter Template](#)
- i. Adjustment to Academic Senate Meeting Schedule (5 minutes) Kathleen McAlister
Senate discussed whether to cancel or reschedule the Academic Senate meeting scheduled for 10/26 as it conflicts with the President's Open Forum. Damon de la Cruz made the motion to move the 10/26 meeting to 10/19. Daniel Pelletier seconded the motion the motion. The motion passed.
- j. AI Taskforce (5 minutes) Jaclyn Magginetti
Senate is looking for interested people to join an AI task force to give guidance and resources to the campus. President McAlister will make a call out for participants.

VIII. Special Reports (3 minutes per Report)

- a. **Associated Students – Arjun Ayyappan**
No report

b. United Faculty- Christie Diep

No Report

c. AdFac – Loyal Lebdeh

No report

d. Professional Development – Jane Jepson

e. Curriculum Committee - Joyce Peacock

- Math faculty joined our meeting to discuss duplicative course content.
 - Reminder about the Duplication of Content Form available on the CurricUNET website.
 - Curriculum Specialist reported about 12 programs that have a MATH 150 prerequisite.
 - CPL coordinator is putting in a request for funding the Military Articulation Platform (MAP)
 - VIP shared that the AB 1705 FAQs were released, and the Committee had to respond with Info items to change the requisite language and remove pretransfer level courses.
 - Several new courses were voted so the Articulation Officer could ask for UC Transferability.
Summer 2023
 - In June, Articulation Officer posted the GE agreements and denials.
 - Chair would like your feedback on the curriculum management system recordings and sandboxes for CourseLeaf CIM and CurriQnet Meta (see attached document for instructions.)
 - Cal-GETC Standards version 1 - https://icas-ca.org/wp-content/uploads/2023/05/Cal-GETC_Standards_1v0_2023.pdf
Upcoming
 - Committee first meeting will be August 29, 2023 in our new space (CCCPLEX-406)
 - Annual Curriculum Training
 - Reading Proficiency catalog language. <https://catalog.nocccd.edu/cypress-college/programs-study/associate-degrees/general-education-native-requirements-associate-degree/#readingproficiencyrequirementtext>
 - Upcoming Cycle for curriculum effective Fall 2025
 - Local GE pattern AA/AS discussion (Title 5-Ethnic Studies) and implications
 - Curriculum Charter
 - Curriculum Guide update
ASCCC/CCCO Dates
 - Chair and several Executive Senate members attend the Faculty Leadership Institute in June 2023.
 - Chair attended the Curriculum Institute July 2023. We had a strong showing for NOCCCD with our Fullerton counterparts attending, as well as several other faculty.
- f. Academic Senate Treasurer's Report – Giovanni Magginetti**
- No report
- 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.

- Information on all of our events is on our website at www.cypresscollegefoundation.org

h. Student Equity and Achievement Committee - Alison Robertson

- As you may have heard, we have a new Director of Student Equity and Success: Romeo Garcia.
- The SEA committee will move its meetings to the first Wednesdays 3:30pm-5pm hybrid: on campus location TBA and zoom. Contact sea@cypresscollege.edu for room information or a zoom link.
- We are in the process of verifying committee membership and developing governance docs.

i. Outcomes Assessment - Jennifer Coopman

j. Program Review and Department Planning- Myev Rees and Jill Bauer

k. ACCJC Self Study - Jill Bauer

- Standard III.A.13 had a plan for improvement in the 2017 ISER ([see Mid-Term Report pp.16-18](#)). On 10-25-21 DCC stated that a workgroup would be formed to review BP 3003 and BP/AP 3050. This occurred during a leadership transition at the Chancellor level, thus the work was postponed. Per Human Resources, this work group will be reconvened in 2023-2024 to complete the BP revision.
- 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.
- 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. The first meeting will be September 6th. All are welcome to attend.
- **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 Koepfel 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.

l. CTE Liaison – Jacqueline Aguet

m. Distance Education – Samantha Simmons

New to DE Team

- Michael Ashton - Instructional Designer

- Sam Simmons - DE Coordinator

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, September 7, 3:00-4:30 - Will send agenda week before
- All are welcome! Let us know if you are interested in serving on the committee for your Division.

Canvas

- Brytewave integration into Canvas course navigation bar. Make sure this is visible to students in your Canvas course shell so that they can access their textbooks if they are participating in the Charger Book Pass program
- See the RCI Canvas Modules for information on how to make Brytewave visible in Canvas

CVC Updates

- Working on testing phase
- Still looking to go live end of September

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 a open lab appointment with the DE staff via [this link](#)
- [Cypress College Regular and Substantive Interaction \(RSI\) Policy](#) is available on the Cypress College Distance Education SharePoint

POCR

- Yay! Cypress is now certified to badge our own courses for the CVC.
- Working on developing a smooth and structured process for faculty to participate in the POCR process and getting their courses the quality review badge
- Will be holding Hyflex workshops on the following dates, all on Thursdays from 3-4:30 (not overlapping with Senate or DE committee):

- Sept 21
- Oct 26
- Nov 16
- More detailed information coming soon...
- 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 POQR Canvas Shell to get to know the process. <https://cypresscollege.instructure.com/enroll/G6AWTF>

n. Diversity, Equity and Inclusion Committee - Maha Afra

o. Guided Pathways Steering committee - Liana Koppel

- New meeting time for GPSC: 4th Wednesday of the month, 3-4:30 pm, starting 9/27
- GPSC Charter is going through PBC and PAC in Sept. for approval
- Starfish
 - Rolling out to all faculty and students this term – We encourage everyone to use it in their classes, and reach out if you have any questions!
 - 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.
 - 2 Flex Day trainings were held, more to come in fall.
 - A marketing campaign from Campus Communications will introduce Starfish to students.
 - Texting feature will be turned on for the district 9/12.
 - Service Tiles/ Student Success Networks (resources in 1 place) are student-facing and now live.
 - Auto-flags will be tested in fall (Primarily with Couns. initiatives: marketing COUNS 140, 1:1 appointments, Group Counseling, Ed Plan focus).
 - Integration with Canvas is in the works.
 - We are working to expand cohort management.
- Title V
 - Oct. will be the beginning of the 5th/ final year of the grant for Peer/ Data/ Career/ Transfer Coaches.
 - Continuing Workgroups, including Equity Tools in the Classroom, Messaging Campaigns.
 - Refocusing on Completion Teams, we will be gathering feedback for how these should function post-grant.

p. President's Report and Committee Appointments (15 min.)

Academic Senate President's Report—8/24/23

Committee and Meeting Report Outs:

Academic Senate appointments:

Kasim Alimahomed, Adjunct Faculty

Enrique Aispuro, CTE

Committee appointments:

- IPRC Chair
- DTC
- Professional Development Committee

Hiring Committee appointments:

- District Director of Diversity, Culture, & Inclusion

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: 6/27, 7/25, 8/22

BOT 6/27/23

- **Please see the supporting documents—MOU Faculty Transfer 6_2_23, Collective Bargaining Agreement Section 15, and Kathleen McAlister’s Statement Regarding MOU 6_27_23.** At the 6/27 Board of Trustees meeting, the Fullerton College Faculty Senate President, Jeannette Rodriguez, and I read statements opposing BOT agenda item **6. Human Resources [a] Temporary Reassignment**, which was originally included as part of a block vote. This reassignment was authorized by an MOU in which United Faculty leadership waived article 15 of the collective bargaining agreement to facilitate the transfer of a Fullerton College faculty member to Cypress College. We objected to the MOU on the grounds that it deviated from the established transfer process outlined in the contract. We also expressed our intention to address the issue through the Academic Senate as the MOU constitutes a change in our hiring practices, which is the purview of the Academic Senate under Title 5, Section 87360. While this transfer affects my department and division directly, I want to assure the Senate that my concerns are not personal, as I do not know the employee in question. Subsequently, I have been contacted by concerned faculty within my department and division, and I know that this MOU has been the subject of discussion outside of the division and at Fullerton College. I intend to bring this issue back for discussion in September, and I would like for Senators to familiarize themselves with the supporting documents prior to our discussion.
- Vice Chancellor of Finance and Facilities, Fred Williams, presented a tentative budget for NOCCCD 2023-24. He presented a six-year forecast and suggested that we can expect a substantial structural deficit by 2027-28 based upon projected revenues, FTES trends, and expiration of hold harmless. Measures to mitigate deficit include 1) increasing enrollment (dual enrollment, adult education, expanded distance education, marketing, and outreach) and 2) reduction in organizational operating costs. (Presentation is available in AS Canvas site.)

BOT 7/25/23

- Vice Chancellor Williams made a presentation to the BOT: “NOCCCD Commitment to Safety.” He discussed updates to Board Policies, the Campus Safety Plan, Emergency Response Plan, emergency management training, campus relations with local law enforcement, the Injury and Illness Prevention

Program, Campus Safety Committees, and safety trainings offered by the district. (Presentation is available in AS Canvas site.)

- Trustee Ryan Bent Presented a “neutrality” resolution to ban the display of banners and flags of “special interest groups” on campus. Many people (students, faculty, administrators, members of the community) attended the 7/25 BOT meeting to speak against this resolution, which was perceived as response to the display of the LGBTQ+ flag at Fullerton and an attack on the LGBTQ+ community. The resolution failed.

BOT 8/22/23

- District Director of Enterprise IT Applications, Geoff Hurst, and Vice Chancellor of Educational Services and Technology, Cherry Li-Bugg made a presentation to the BOT, “Security and Compliance,” which described the measures taken to strengthen information security (InfoSec) and improve our security posture following the ransomware attack in early 2022. (Presentation is available in AS Canvas site.)
- Chancellor Breland promoted the upcoming “Online Teaching and Learning Symposium,” which will take place on 10/18. DE faculty will be encouraged to share best practices for online teaching and compete for a prize.
- Chancellor Breland noted that we will be partnering with the incoming State Chancellor, Sonya Christian, on her Vision 2030 in the call to action in support of adult learning. She will visit the district on 11/3 to present Vision 2030.
- The Resolution Authorizing the Dedication of an Easement to Southern California Edison to provide underground electrical supply systems for charging stations in Lot 4 was approved.
- Board President Ed Lopez introduced a proposal to develop a New Board Policy, 3830, for flying of National, State and Commemorative Flags. Many of Trustee Bent’s supporters attended the meeting to speak against the proposal. The Board supported the proposal. The Chancellor will direct shared governance groups to review and make recommendations for BP 3830.

Council On Budget and Facilities (CBF):

- The 8/21/23 CBF meeting was cancelled.

District Consultation Council (DCC):

- DCC met on 5/22 and approved updates to the Decision-Making Resource Manual and Integrated Planning Manual. Cherry Li-Bugg shared data regarding winter intersession at local institutions and introduced a proposal to offer a fully-online winter intersession. The Council agreed to assemble a committee to work on revisions to BP/AP 4021, Educational Program Discontinuance.

Planning and Budgeting Committee (PBC):

- Has not met.

President Advisory Committee (PAC):

- Has not met.

Other Business

I have asked OIR to provide fulltime faculty information for each division so we may confirm division senator seats.

IX. Adjournment

Joel made the motion to adjourn at 5:15. Damon de la Cruz seconded the motion. 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
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)	
Career Technical Education 2	Enrique Aispuro (T1, Y1)	

Counseling 1	LaRon Armstead (T1, Y1)	
Counseling 2	Daniel Pelletier (T3, Y3)	x
Fine Arts 1	Donivan Howard (T1, Y1)	
Fine Arts 2	Aydinaneth Ortiz (T1, Y2)	x
Health Science 1	Michael Frianeza (T3, Y1)	x
Health Science 2	Dragana Filip (T1, Y2)	
Health Science 3	Cynthia Acosta (T1, Y2)	
Language Arts 1	Samantha Simmons (T1, Y1)	x
Language Arts 2	Karen Le Cornet (T1, Y2)	x
Language Arts 3	Alison Roberts (T3, Y2)	x
Library/Learning Resource Center 1	Leslie Palmer (T2,Y1)	
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)	x

Adjunct Faculty Senator 1	Layal Lebdeh (T2, Y2)	x
Adjunct Faculty Senator 2	Giovanni Magginetti (T1, Y2)	x
Adjunct Faculty Senator 3	Kasim Alimahomed (T1, Y1)	x
Liaisons		
Associated Students	Arjun Ayyappan	x
Diversity, Equity and Inclusion	Maha Afra,	x
Campus Technology		
CC Foundation:	Damon de la Cruz	x
Program Planning and Review	Myeb Rees & Jill Bauer	
Professional Development	Jane Jepson	
United Faculty	Christie Diep	
Student Equity and Achievement Committee	Alison Robertson	x
Student Learning Outcomes	Jennifer Coopman	
AdFac United	Layal Lebdeh	x
Accreditation	Jill Bauer	x

CTE Liaison	Enrique Aispuro /Jacqueline Aguet	x
Distance Education	Samantha Simmons	
Basic Skills		
Guided Pathways	Liana Koeppel	
GUESTS		
Name:		
Brandy Miller-Wakeham		
Luc Virgili		
Michael Brydges		

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

Topic: Academic Senate

Time: Aug 24, 2023 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://cypresscollege-edu.zoom.us/j/88603695449?pwd=UTgzQkZuRTlnSkgrcndPZk94UG11Zz09>

Meeting ID: 886 0369 5449

Passcode: Senate

One tap mobile

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Dial by your location

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+1 312 626 6799 US (Chicago)
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+1 646 931 3860 US
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+1 689 278 1000 US
+1 719 359 4580 US
+1 720 707 2699 US (Denver)
+1 253 205 0468 US
+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

Meeting ID: 886 0369 5449

Find your local number: <https://cypresscollege-edu.zoom.us/j/kclXFkiTZg>