Zoom- [Link](#) **More information can be found at the end**
Date of Meeting
3:00 P.M. to 5:00 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.

Minutes: Feb 23rd

Future Meetings: 3/09, 3/30, 4/13, 4/27, 5/04, 5/18

I. **Establish Quorum and Acknowledge Alternates**
Quorum was established at 3:07. Maha Afra is an alternate for Janet Owen Driggs.

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

III. **Approval of Minutes from Feb 9th**
Steven made the motion to approve the minutes with amended changes. Daniel Pelletier seconded the motion. The motion passed.

IV. **Public Commentary (3 minutes per speaker)**
   a. Alison Robertson read a letter from the Language Arts department expressing worries about the possibility of a one-day work week for faculty. The letter can be found in appendix A.
   b. Liana Koeppel read a statement about faculty concerns about only being on campus one day a week. The statement can be found in appendix B.

V. **Faculty Announcements and Invitations (2 minutes per speaker)**
   a. Janet Le Cornet invited everyone to The International Cultural Festival at the college on the 28th.
   b. Joel Gober announced a NARCAN training session at the district.
   c. Maha Afra invited people to the Black History month event.
   d. Aydinaneth Ortiz invited people to come to the photo gallery for two new events.

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 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.

VI. **Faculty Issues – Unfinished Business**
   a. Process of AP 7600 (15 minutes)   Damon de la Cruz/Craig Lee
   Craig Lee discussed the process of AP 7600, including where we are now, what has happened from the start, and the timeline for board approval. He would like everyone to take this to the constituents for feedback/approval.
   b. Constitution Revisions Second Read (15 minutes) Liana Koeppel, Steven Estrada, Ruth Gutierrez, Giovanni Magginetti
   The Constitution and Bylaws Revisions Subcommittee presented the proposed revisions to the Academic Senate for a second read. Steven Estrada made the motion to approve the Constitution. Alison Robertson seconded the motion. The motion passed. Joel Gober voted nay. Christine Plett abstained. Steven Estrada made the motion to hold the vote as a whole constitution. Alison Robertson seconded the motion. The motion passed.

VII. **Faculty Issues – New Business**
   N/A

VIII. **Special Reports (3 minutes per Report)**
   a. **Associated Students – Jesse Chang**
   - The Associated Students will be reviewing resolutions from other colleges in preparation for the SSCCC General Assembly. Additionally, we will be coordinating more events throughout the semester.
   b. **United Faculty- Christie Diep**
   - They are working on the MOU for a flexible schedule and calendar.
   c. **AdFac – Layal Lebdeh**
   - RSVP for our Rally for Healthcare. Tuesday, March 14th at 5 pm. 1830 W Romneya Dr, Anaheim, CA 92801
   - Sign this petition to support our demand for a fair contract and healthcare benefits for all adjunct faculty.
   - Join AdFac if you are not currently a member.
   d. **Professional Development - Michael Brydges/Ruth Gutierrez**
   - 10 a.m. February 24, 2023 Register for Accessibility and Canvas Ally Tech Talk with Steven Auger, DSS Alternate Media Specialist:
   - https://cypresscollege-edu.zoom.us/meeting/register/tZ0vduqurzIoHd3W8ngj4STeHXAegjGmzsfJ
   - Friday, February 24th – 10 a.m. Tech Talk for Teachers with Steven Auger, Accessibility and Canvas Ally
   - Friday, February 24th – 11 a.m."Let's Talk Conference Funding" with Professional Development via Zoom session.
   - Monday, February 27th – Conference Funding Due by 12 Noon Please submit Application and all necessary paperwork to: conferencefunding@cypresscollege.edu
   - Friday, March 3rd – 10 a.m. Tech Talk for Teachers with Kathleen McAlister, HTML Canvas workshop
   e. **Curriculum Committee - Joyce Peacock**
   - The Curriculum Chair is unable to attend this Senate meeting on Thursday, February 23, 2023
   Last Curriculum Meeting

- The Committee had a 2nd read of catalog changes for retroactive degree awarding.
- Pre-launch date for Fall 2024 curriculum was extended to February 10, 2023.
- Out of Compliance classes https://cypresscollege.sharepoint.com/:x:/r/sites/Curriculum/Shared%20Documents/Curriculum%20Committee/Courses%20that%20need%20to%20be%20updated-KR%20list.xlsx?d=w85851c64a6cb4cf582b7d10d0379757f&csf=1&web=1&e=o6uFJi
- Please have faculty prelaunch changes
- Remaining Fall 2023 curriculum not on the agenda for next week will be rolled over to Fall 2024 curriculum.
  - District Curriculum Coordinating Committee Meeting on February 10, 2023
  - District is seeking approval/edits to:
  - AP/BP 4220 Standards of Scholarship
  - AP/BP 4103 Work Experience
  - AP 4230 Grading and Academic Record Symbols (New Chancellor's Office Policy)
- Upcoming
  - Next Curriculum Committee meeting is February 28, 2023.
  - We will be looking at language for Experimental Course procedures to be added to the handbook
  - The Chair will agendize the Retroactive Awards language added to the catalog next meeting.
f. **Academic Senate Treasurer's Report - Liana Koeppel**
   No Report
g. **Cypress College Foundation - Damon de la Cruz**
- Americana Awards – Saturday March 11th, Disneyland Hotel
- Yom Hashoah- April 26th
- Scholarship Award Ceremony – Friday May 12
- Planned giving information: http://cypresscollegelegacy.org/
h. **Student Equity and Achievement Committee - Alison Robertson**
   No report
i. **Outcomes Assessment - Jennifer Coopman**
- Please complete Fall 2022 CSLO assessments in eLumen!
- The data load was done for Spring 2023 to the eLumen test site, but there are some issues such as missing CSLOs. This is a work in progress and we hope to get the data uploaded to the eLumen production site as soon as the issues are resolved.
- Corresponded with Regina Russell regarding edits to the "Resources" webpage on the Cypress College website, including information on CSLOs and CSLO assessment.
- Sent an email to Faculty with information for the SLO Talk, **Learning that Matters,** held on Zoom February 24, 2023.

- The newest version of the SLO Handbook has been uploaded to the Resources for Student Learning Outcomes (RSLO) Canvas shell and to the Cypress College SLO webpage.
- In the process of approving an SOW (statement of work) with eLumen to help with 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). This project is intended to begin Fall 2023.
- Corresponded with various Faculty regarding CSLOs, CSLO assessments, 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.
- As a reminder, Fall 2023 will be the first semester that the Degree and Certificate PSLO component will be included on the Instructional Program Review Form. This means programs going through Fall 2023 program review should pre-launch Degree and Certificate PSLOs in CurricUNET by the Spring 2023 pre-launch deadline. All programs (not just programs going through Fall 2023 program review) can begin pre-launching Spring 2022. 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 March 13, 2023.

j. Program Review and Department Planning- Maha Afra
No Report

k. District Council on Budget and Facilities - Damon de la Cruz

l. ACCJC Self Study - Jill Bauer

- The committee refined the QFE Topic based on the Lake Arrowhead Retreat Follow-up Meeting. The QFE topic, titled "Buen Cypress! Beginning the Journey" will focus on the areas of scavenger hunts, interactive walks, and student and staff orientations. The QFE team will be Marc Posner, Liana Koeppel, and JoAnna Schilling along with Bryan Ventura and Jill Bauer.
- The committee discussed concerns about the number of catalog errors that accreditation teams have encountered during the self-evaluation process. Jill and Bryan are working with David Soto and the appropriate party (e.g., the Curriculum Committee, Articulation Officer, VP of Student Services, etc.) to correct errors. The committee concluded that the trial to centralize catalog development at the District has been ineffective and will recommend a return to local catalog development process.
- The committee discussed whether our process for program discontinuance (AP 4021), and specifically 4.2.6.1, meets standard II.A.15. The committee concluded that we meet the standard as the AP as written allows the local administration and academic senate to tailor a plan to specific situations should the need arise.
- The ALO, Faculty Chair, and Accreditation Teams continue ISER development according to the following timeline:
  - Quality Focus Essay (QFE) Team Formation and Drafting – February-June 2023
  - Accreditation Team Draft Review – February 2023
  - Accreditation Team Peer Review – March-April 2023
  - ALO and Faculty Chair First Draft of ISER – Completed April 2023
  - Campus Feedback Forms – May 2023
- 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 have begun planning for committee trainings on drafting charters and communication. Cari Jorgenson in the Office of Campus Communications has began creating Sharepoints for committees and linking them to their cypresscolllege.edu webpages.

- The Accreditation Steering Committee (ASC) will continue meeting regularly on the 1st and 3rd Wednesdays of the month from 3:00 - 4:30 p.m. in CCC-PLEX 414. All are welcome to attend.
- All Accreditation Teams now have a full-time faculty member in addition to their faculty co-lead. Most also have an adjunct faculty member. We are still looking for an adjunct faculty member to join the III.B Physical Resources and I.A Mission teams. Please contact Jill Bauer if you are interested in serving on a team. Thank you to all faculty for active participation in our self-study!
- The ACCJC will hold its second, and likely final, reading of the revised 2024 Standards at its June 2023 meeting. For more information, including the current draft, comment form, and calendar of town hall events, please visit the Standards Review website: https://accjc.org/standards-review/.

m. **CTE Liaison - Lisa Clark**
- Cypress College Career Fair on Wednesday, April 5th, from 10am-1pm. Melissa Carpenter, Internship and Workforce Development is in charge.
  - https://www.eventbrite.com/e/cypress-college-2023-career-fair-tickets-546259616217
- 2.) Auto Skills Challenge and Career Fair on March 1, 2023 from 9:00 am - 1:00 pm.

n. **Distance Education - Kathleen McAlister**
  No Report

o. **Diversity, Equity and Inclusion Committee - Maha Afra**
  No Report

p. **Guided Pathways Steering committee - Liana Koppel**
  Next meeting will be in April.

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

Committee and Meeting Report Outs:
A call out for the hiring committee for the District Director EEO and Compliance went out today. The deadline for this call out is March 2nd at 5p.

Call-outs and Appointments:
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 Trustee Meeting:**
  - The Board of Trustee Meeting was held on Feb 14. All block votes were approved. There was a financial report and a quarterly investment report. There was a lengthy discussion about the revisions made to the Fullerton Mission and Core Values. The Board adopted BP 6250 regarding budget management. There was a presentation and discussion regarding the District Emergency Plan. The Board then looked at revisions made to AP 7120-4. Trustee Brown made a suggestion to change the verbiage to include an outside member/expert for Vice Chancellor positions. During the discussion Chancellor Breland let the Board know that they current revisions had taken lengthy discussion to get to a consensus regarding committee membership.

- **Council On Budget and Facilities (CBF):**
  - CBF met on February 13. Fred briefly discussed the Joint analysis and let the group know there were be more information at the time of the "May Revise". There had been dollars removed from monies promised, something Fred had never seen. He feels this is concerning and suggests a deficit. COLA has dropped to 8.13%. The Cypress College structural deficit is 4.6 million, there is $2.3 mil stability funding and $969k emergency funding. There was a $5.5 million approval for One Time funding. The group was updated on by Interim VPAS Schoonmaker.
- **District Consultation Council (DCC):**
  - DCC has not met since our last meeting
- **Planning and Budgeting Committee (PBC):**
  - PBC met on February 16th. The meeting started with a Kathleen Reiland informing the group that there was a reorganization. She has discussed the reorganization with Senate previously. The group then examined PBC membership and suggested the addition of representation from groups that are new to campus and are not represented at PBC, for example the Classified Senate. I will attach the current PBC membership to the email with this report. Bryan Ventura discussed the Shared Governance handbook and some recent revision. iVPAS Schoomaker shared the One-time funding for Instructional Equipment. The group will review requests and reconvene on these at our next PBC meeting. The meeting concluded with a budget update from IVPAS Schoonmaker
- **President Advisory Committee (PAC)**
  - Craig Lee discussed Emergency Response strategies for campus. PAC did not make quorum and was unable to vote on action items.

  Other Business:
IX. **Adjournment**
   Alison Robertson made the motion to adjourn at 4:35. Joel seconded the motion. The motion passed.

   Appendix
A. Hi,
   "As coordinators of the English department, we are concerned about the potential ramifications of the proposal to limit faculty on-campus obligation to one day per week. It is our belief that the implementation of such a schedule would have a negative impact on student success and result in less campus involvement for faculty, save those already participating in multiple committees, programs, and leadership positions.

   In the short term, our students will have less contact and access to full-time faculty and limited on-campus options to take classes with these instructors. The long-term effect of such a schedule is that the College becomes a predominately online school competing

for students who have numerous options in an arena where we hold no competitive advantage."

Joseph Melodia
Kathleen McAlister

B. It has come to my attention that discussions regarding the number of days faculty are required to be on campus next year are underway. It is also my understanding that one of the options is for FT faculty to be required to be on campus just one day per week. While I am hoping that this is a negotiating tactic used to settle on a more reasonable compromise. I have grave concerns if this is not the case.

Requiring FT faculty to only be on campus one day per week has potentially significant negative consequences that threaten our on campus enrollments, our student's success, and the equitable workload of faculty in the ongoing work of the college outside the classroom.

 I believe that it is incumbent upon this Academic Senate to make clear our commitment to these principles and what we believe to be the roles and responsibilities of faculty here at Cypress College. Unfortunately, we may not have time for that conversation, so if you have concerns about the impacts of the one day per week requirement, I urge you to convey those concerns to our union representatives, your dean, and our VPI so that they are able to make the most informed decision possible. With 54% of the participating faculty surveyed last fall indicating their preference for between a 2-4 day on-campus workload, it is important for us to communicate that to the appropriate decision-makers as soon as possible.

Liana Koeppel
Chair, Communication Studies

CC ACADEMIC SENATE 2022-23

ACADEMIC SENATE OFFICERS		
President:	Damon de la Cruz	x
Past President:		
President-Elect:	Kathleen McAlister	
Secretary:	Jaclyn Magginetti	x

Treasurer:	Liana Koeppel	x
Curriculum Chair:	Joyce Peacock	
Senators: **Please indicate departure time if you leave before adjournment.**		

Academic Senators		
Business/CIS 1	Kathleen Troy (T1, Y2)	
Career Technical Education 1	Jacqueline Aguet (T1, Y1)	x
Career Technical Education 2	Lisa Clark (T1, Y2)	
Counseling 1	Cassie Rodriguez (T1, Y2)	x
Counseling 2	Daniel Pelletier (T3, Y1)	x
Fine Arts 1	Janet Owen Driggs (T1, Y2)	x
Fine Arts 2	Aydinaneth Ortiz (T1, Y1)	x
Health Science 1	Michael Frianeza (T2, Y2)	
Health Science 2	Dragana Filip (T1, Y1)	
Health Science 3	Cynthia Acosta (T1, Y1)	
Language Arts 1	Liana Koeppel (T3, Y2)	x
Language Arts 2	Karen Le Cornet (T1, Y1)	x

Language Arts 3	Alison Roberts (T3, Y1)	**x**
Library/Learning Resource Center 1	Leslie Palmer (T1,Y2)	
Kinesiology:	Sergio Cutrona (T3,Y2)	**x**
Science/Engineering/Math 1	Joel Gober (T1, Y2)	**x**
Science/Engineering/Math 2	Christina Plett (T1, Y2)	**x**
Science/Engineering/Math 3	Vacant (T1, Y1)	
Social Science 1	Steven Estrada (T3, Y2)	**x**
Social Science 2	Jaclyn Magginetti (T2, Y2)	
Adjunct Faculty Senator 1	Layal Lebdeh (T2, Y1)	x
Adjunct Faculty Senator 2	Giovanni Magginetti (T1, Y1)	
Adjunct Faculty Senator 3	Vincent Taylor (T1, Y1)	
Liaisons		
Associated Students	Jesse Chang	**x**
Diversity, Equity and Inclusion	Maha Afra, Therese Mosqueda-Ponce, Ph.D.	**x**
Campus Technology		
CC Foundation:	Damon de la Cruz	**x**
Program Planning and Review	Maha Afra	**x**

Professional Development	Michael Brydges/ Ruth Gutierrez	
United Faculty	Christie Diep	
Student Equity and Achievement Committee	Alison Robertson/ Gisela Verduzco	x
Student Learning Outcomes	Jennifer Coopman	
AdFac United	Layal Lebdeh	
Accreditation	Jill Bauer	x
CTE Liaison	Lisa Clark /Jacqueline Aguet	
Distance Education	Kathleen McAlister	
Basic Skills		
Council on Budget and Facilities	Damon de la Cruz	
Guided Pathways	Liana Koeppel	x
GUESTS		
Name:		
Craig Lee		
Michael Friaheza		

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

Topic: Academic Senate
Time: Feb 23, 2023 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
https://cypresscollege-
edu.zoom.us/j/89580246996?pwd=NVZIbGIrOXF1UmduMjhwbVQxUEh0Zz09

Meeting ID: 895 8024 6996
Passcode: Senate
One tap mobile
+13017158592,,89580246996# US (Washington DC)
+13052241968,,89580246996# US

Dial by your location
        +1 301 715 8592 US (Washington DC)
        +1 305 224 1968 US
        +1 309 205 3325 US
        +1 312 626 6799 US (Chicago)
        +1 646 558 8656 US (New York)
        +1 646 931 3860 US
        +1 346 248 7799 US (Houston)
        +1 360 209 5623 US
        +1 386 347 5053 US
        +1 507 473 4847 US
        +1 564 217 2000 US
        +1 669 444 9171 US
        +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)
Meeting ID: 895 8024 6996
Find your local number: https://cypresscollege-edu.zoom.us/u/kbfuh3RWIe