



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

Date of Meeting

3:00 P.M. to 5:00 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: 02/09

Future Meetings 2/23, 3/09, 3/30, 4/13, 4/27, 5/04, 5/18

I. Establish Quorum and Acknowledge Alternates

A quorum was established at 3:08. There are no alternates present.

II. Adoption of the Agenda

Steven made the motion to adopt the agenda. Kathleen McAlister seconded the motion. The motion passed.

III. Approval of Minutes from 12/08 and 01/26

Steven Estrada made the motion to approve the minutes for 12/08. Sergio Cutrona seconded the motion. The motion passed. Liana Koeppel made the motion to approve the minutes with the amended passage added to Accreditation Liaison Report "The Governance and Decision-Making Handbook that the Senate approved in December will be presented at the next PAC meeting for final approval. Trainings on how to complete Charters will be scheduled this spring." Steven Estrada seconded the motion. The motion passed. Jaclyn Magginetti abstained.

IV. Public Commentary (3 minutes per speaker)

Kathleen Reiland announced the permanent restructuring of the Health Science Dean and Kinesiology

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

a. Maha Afra talked about the events associated with Black History Month.

VI. Faculty Issues – Unfinished Business

a. N/A

VII. Faculty Issues – New Business

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.

a. Constitution Revisions First Read (15 minutes) Liana Koeppel, Steven Estrada, Ruth Gutierrez, Giovanni Magginetti

The Constitution and Bylaws Revisions Subcommittee would like to present the proposed revisions to the Academic Senate for a first read. Once the Senate has approved the revisions, the Constitutional changes will need to be distributed to the faculty for a vote. These revisions incorporate the revisions to the Bylaws that the Senate approved in Spring 2022. Please take these documents out to your constituents for input. If you would like someone to come to your division meetings to explain these changes, they will be happy to explain the documents to you.

b. Theatre Arts Department Name Change (5 minutes) Janet Owen Driggs

The Theatre Arts Department is changing the spelling of its name from "Theater" to Theatre," with the approval of the Dean and the entire division.

VIII. Special Reports (3 minutes per Report)

a. Associated Students – Jesse Chang

- The Associated Students assisted the ICC with their club rush event with over 20 clubs in attendance. The Associated Students also sponsored 3 resolutions for the Student Senate of California Community Colleges General Assembly. An observed democracy day, increased financial literacy courses, and more equitable health and wellness products were the topics for the resolutions. The Associated Students will be reviewing resolutions from other colleges as soon as they are posted.

b. United Faculty- Christie Diep

- They have sent out a survey about HR management and are working on the negotiations about the 2023-2024 calendar.

c. AdFac – Loyal Lebdeh

- After winning paid office hours for adjuncts and starting the request form application process.
- Last week, Adjunct Faculty United's Negotiations team met with the North Orange County Community College District to present our proposal for full healthcare benefits. We are demanding:
 - Full healthcare benefits for those who work a 40% load. This means we have access to the same family medical benefits that full-time faculty have access to.
 - Full healthcare benefits for those who work in multiple districts.
 - For those who do not meet the criteria in points 1 and 2 we demanded a \$3,000 healthcare premium reimbursement per semester who work at least a 20% load.
- The state will 100% reimburse the districts for the healthcare expenditures that would be covered in our first 2 points. Additionally, the district would get reimbursed for the healthcare insurance stipend for those working 20% in only one district (point 3) at 50%.
- In order to win these demands as soon as possible, please join our Rally for Healthcare. Tuesday, March 14th at 5 pm. 1830 W Romneya Dr, Anaheim, CA 92801 (NOCE)

d. Professional Development - Michael Brydges/Ruth Gutierrez

- Watch out for PD events coming up and the conference funding request deadlines.

e. Curriculum Committee - Joyce Peacock

- Credit for Prior Learning Coordinator shared that she and Margaret Fernandez responded to a consortium inquiry. Also, a request has been made to Institutional

Research, under § 55050 (I), to collect disaggregated data every three years that is reported to the Chancellor's Office.

- Catalog changes requested from both our Articulation Officer and our accreditation team lead.
 - We did a first read of the AO's changes about retroactive degree/certificate awarding.
 - Cleaning up catalog language elsewhere.
- Curriculum Representative Terms that are ending after Spring 2023
 - Business (Russ Alizadeh)
 - Counseling (Juan Garcia)
 - Fine Arts (Tony Maher)
 - Library (Joyce Peacock)
- Chair shared that the *Fine Arts* Division has applied to change their name to *Visual and Performing Arts*, as well as Theater changing to Theatre.

Upcoming

- The Next Curriculum Committee meeting is February 14, 2023.
- Pre-launch date for Fall 2024 curriculum has been 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.
- There is a CTE and Noncredit South Regional Workshop through ASCCC coming up on Monday, March 20, 2023. It is an in-person-only event being held at Compton College, starting at 9 a.m.
- Also, through ASCCC, there is a 2023 Spring Plenary Session held in-person at the DoubleTree Hilton Hotel in Anaheim and virtually from Thursday, April 20, 2023 to Saturday, April 22, 2023. The deadline to register for this event is Wednesday, April 12, 2023, 5 p.m.

f. Academic Senate Treasurer's Report - Liana Koepfel

- We have \$55.46 in Hospitality expenses. Balance of \$17,328.03
- Upcoming expenses will include
 - ASCCC Spring Plenary April 20-23, 2023. In-person Registration Deadline is April 12, 2023. Virtual Registration Deadline is April 17th. Registration fees are \$550/400 respectively.
 - ASCCC Leadership Institute June 15-17, 2023
 - ASCCC Curriculum Institute July 12-15, 2023 (must pay registration fees in 22/23 fiscal year.

g. Cypress College Foundation - Damon de la Cruz

h. Student Equity and Achievement Committee - Alison Robertson

- We are revising the funding request form to align with the new SEA plan for 2022-2025 and to make it accessible. Email me if you need the form.
- We are also creating a separate form for learning cohort work, which is part of the new plan. That form is in development.
- Our meetings are the first Tuesday of each month on Zoom 3:30-5pm

i. Outcomes Assessment - Jennifer Coopman

- Please complete Fall 2022 CSLO assessments in eLumen!
- 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 will most likely begin Fall 2023.
- Corresponded with the Accreditation Chair, Jill Bauer, regarding minor corrections to SLO documents, catalog information, and evidence.
- 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

- They are working on the report.

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

l. ACCJC Self Study - Jill Bauer

02-09-23 Senate Report for Accreditation

- The Accreditation Steering Committee (ASC) met on February 2, 2023:
- Janet Vera will replace Lisa Gaetje as the II.A Standard Co-lead. Sarah Jones will join Kathy Wada as the II.A faculty co-lead.
- Celeste Phelps will replace Gisela Verduzco as the II.C Standard Co-lead.
- The District Functional Map (DFM) Draft 2 was presented for committee feedback on major errors or omissions. The DFM shows the delineation of functions between the District and the Colleges and serves as evidence for the self-evaluation report.
- The ISER development timeline was amended to allow accreditation teams to complete and review their standard analysis drafts:
 - Quality Focus Essay (QFE) Work Groups Formation and Drafting – February-April 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 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.
- The Lake Arrowhead Retreat Follow-up Meeting took place on February 3, 2023. The retreat conversations and activities were distilled into four themes. From these four themes and retreat participants, the ASC will identify specific QFE topics and work groups.
- 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 Shared Governance Workgroup will present the Governance and Decision-Making Handbook to PAC on February 9, 2023.
- 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/>

- Pack approved the Governance and Decision Handbook.

m. CTE Liaison - Lisa Clark

- They are working on a Career Skill challenge and Career Fair. March 1st.

n. Distance Education - Kathleen McAlister

- DE Committee met on 2/2. We distributed the results from the DE Student and Faculty surveys; DEC members will consider this data to identify goals for our DE Plan. We will have the DE Plan goals discussion at our March 2 meeting. Faculty should communicate with their DEC representatives or join DEC at the March meeting to offer suggestions.
- At our 3/2 meeting we will also approve a revised draft of the Cypress College RSI (regular and substantive interaction) policy. Your DEC representatives should consult with you about the current language and solicit feedback about types of contact/interactions that you may like to include.

o. Diversity, Equity and Inclusion Committee - Maha Afra

p. Guided Pathways Steering committee - Liana Koppel

- Brady Miller-Wakeham is the new Guided Pathways Co-Chair, taking over for the departed Lisa Gaetje.
- The Part-time Maps Pilot is underway (3 and 4-year maps). Counselors Ernesto Heredia and Renee Ssensalo will be creating 10-unit and 6-unit maps for degrees in their divisions to determine the workflow, time commitment, and feasibility of rolling this out campus-wide. Some funding is available through the IEPI Grant to help facilitate this project.
- The High Unit Majors 3-year Map discussion is in the initial stages. Discussions regarding the inclusion of prerequisites in maps for increased accuracy and transparency are in the initial stages.

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

Committee and Meeting Report Outs:

Call-outs and Appointments:

1. District Director, Diversity, Culture and Inclusion hiring committee

- a. Damon de la Cruz

- Steven Estrada made the motion to approve the appointment. Joel Gober seconded the motion. The motion passed.

2. Director of Distance Education's hiring committee

- a. Kathleen McAlister

- Liana Koeppel made the motion to approve the appointment. Steven Estrada seconded the motion. 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 Trustee Meeting:**

- The Next board of Trustee Meeting is on Feb 14.

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

- CBF has not met since our last meeting.

- **District Consultation Council (DCC):**
 - DCC has not met since our last meeting
- **Planning and Budgeting Committee (PBC):**
 - PBC met on February 02, 2023. The first item we voted on was to add the College Mission and Values to the Strategic Plan. Bryan V. Updated the group on the 320 report. According to Interim VPAS Schoonmaker's budget update we are in good shape. There is 60% remaining in our general fund, 67% in categorical funding and 75% in grants remaining. We then reviewed the budget calendar. Interim VPAS will forward the committee members the current One-Time Funding requests.
- **President Advisory Committee (PAC)**

PAC is meeting prior to our Senate meeting. I will updated the Senate on the meeting in When we meet in person today.

IX. Adjournment

Joel Gober made the motion to adjourn at 4:41. Alison Robertson seconded the motion. The motion passed.

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

Topic: Academic Senate

Time: Feb 9, 2023 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://cypresscollege-edu.zoom.us/j/81070962199?pwd=R3NObWIKOSsZ22tXa3NiOGk0RTFLZz09>

Meeting ID: 810 7096 2199

Passcode: Senate

One tap mobile

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+13017158592,,81070962199# US (Washington DC)

Dial by your location

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 +1 719 359 4580 US
 +1 720 707 2699 US (Denver)
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 +1 253 215 8782 US (Tacoma)
 +1 346 248 7799 US (Houston)
 +1 360 209 5623 US

Meeting ID: 810 7096 2199

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

CC ACADEMIC SENATE 2022-23

ACADEMIC SENATE OFFICERS		
President:	Damon de la Cruz	x
Past President:		
President-Elect:	Kathleen McAlister	x
Secretary:	Jaclyn Magginetti	x
Treasurer:	Liana Koeppel	x
Curriculum Chair:	Joyce Peacock	x
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)	x
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)	x
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)	x

Adjunct Faculty Senator 1	Loyal Lebdeh (T2, Y1)	x
Adjunct Faculty Senator 2	Giovanni Magginetti (T1, Y1)	x
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	Loyal Lebdeh	
Accreditation	Jill Bauer	
CTE Liaison	Lisa Clark /Jacqueline Aguet	

Distance Education	Kathleen McAlister	x
Basic Skills		
Council on Budget and Facilities	Damon de la Cruz	
Guided Pathways	Liana Koeppel	x
GUESTS		
Name:		
Kathleen Reiland	X	