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: Jan 26th

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

   I.   **Establish Quorum and Acknowledge Alternates**
      a. The quorum was established at 3:09. Maha Afra is an alternate for Janet Owen Driggs.
  II.   **Adoption of the Agenda**
      a. Steven Estrada made the motion to adopt the agenda. Joel Gober seconded the motion. The motion passed.
 III.   **Approval of Minutes from 12/08/2022**
      a. Tabled
  IV.   **Public Commentary (3 minutes per speaker)**
      a. Joel Gober raised concerns about UF not being invited to speak at The Opening Day Ceremonies.
      b. Kathleen Reiland talked about our positive enrolment this semester. Program Reengagement is offering $1000 for departments to develop materials for students to access.
   V.   **Faculty Announcements and Invitations (2 minutes per speaker)**
      a. Karen Le Carnet is promoting the [International Cultural Festival](#) on 2/28/23
      b. Lisa Clark promoted the Career Fair on April 5th.
      c. Sergio Cutrono directed people to look at the Athletics social media pages for the most recent scheduling.
  VI.   **Faculty Issues – Unfinished Business**
      a. N/A
 VII.   **Faculty Issues – New Business**
      a. Process of AP 7600 (15 minutes)   Damon de la Cruz/Craig Lee
         Tabled

VIII. Special Reports (3 minutes per Report)
   a. **Associated Students – Jesse Change**
   - The Associated Students will be hosting a re-engagement event titled "Welcome Back". Student services are all invited to come and inform students about the different resources that are available to them. General Assembly will be at the end of March, and the council is preparing resolutions to present on the state level.
   b. **United Faculty- Christie Diep**
   Cola is a little over 8% and UF is working on the next two-year calendars. An anonymous survey will also be sent out to everyone to address possible issues.
   c. **AdFac – Layal Lebdeh**
   AdFac union is currently working on so many exciting events and goals, such as:
   - Finalizing the process for paid office hours for adjuncts: Application forms might be completed and submitted starting **February 1st, 2023**, and offering these office hours no earlier than **March 13th, 2023.**
   - We are preparing for many campaigns and negotiation efforts with the district to win 100% healthcare benefits for adjuncts.
   - Our CBA will expire by the **end of June 2023** and are working and gathering much feedback and data to update it according to our adjuncts' needs.
   d. **Professional Development - Michael Brydges/Ruth Gutierrez**
   Ted Talk for teachers is Jan 27th. Conference Funding is Feb 27th and March 27th.
   e. **Curriculum Committee - Joyce Peacock**
   - The next Curriculum Committee meeting is on January 31, 2023.
   - Articulation Officer is addressing the Committee about changing the catalog language to accommodate retroactive degree/certificate catalog rights. Currently none.
      - New Language in yellow: Retroactive Awards for Catalog Rights Policy Update.docx
   - Accreditation is visiting to request additions to procedures regarding noncredit.
   - Pre-launch date for Fall 2024 curriculum is February 3, 2023.
      - Out of Compliance classes Courses that need to be updated-KR list.xlsx – Please have faculty prelaunch changes
   - Discussion about proceedings after February 28 end to AB 361. Brown Act or AB 2449
   f. **Academic Senate Treasurer's Report - Liana Koeppel**
   We have money
   g. **Cypress College Foundation - Damon de la Cruz**
   Americana Awards – Saturday March 11th, Disneyland Hotel
   h. **Student Equity and Achievement Committee - Alison Robertson**
   - Gisela is no longer with Cypress, so Paul de Dios will be acting as my co-chair until we fill the position of Director of Student Equity.
   - We are revising the funding request form to align with the new SEA plan for 2022-2025
   - District budget deadline is mid-April, so any funding for this semester/summer needs to be in by April meeting.

- Our first meeting is next week, Feb. 7 on Zoom 3:30-5pm
- 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!
- Following the second read on December 8, 2022, Academic Senate approved the SLO Handbook.
- 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).
- 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
k. District Council on Budget and Facilities - Damon de la Cruz
l. ACCJC Self Study - Jill Bauer

- 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.
- We will focus on ISER development in Spring 2023; below are important benchmarks and activities:
  - QFE Work Groups Formation and Drafting – February-April 2023
  - Accreditation Team Peer Review – February-March 2023
  - ALO and Faculty Chair First Draft of ISER – Completed April 2023
  - Campus Feedback Forms – May 2023
- Most of our Accreditation Teams now have a full-time faculty member and adjunct faculty member in addition to their faculty co-lead. The IV.B Chief Executive Officer team would benefit from a full-time 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
No Report
n. Distance Education - Kathleen McAlister

- DEC will be discussing the timeline and process for hiring new DE support positions (DE Director and Instructional Designer).
- We'll review the results of the DE Student and Faculty survey and begin establishing goals for our next program cycle.

- Our live enrollment data is now available in CVC, but the new default settings present courses with instantaneous enrollment first; students may have to uncheck the box to see our open courses.
- @One professional development funding will be discontinued as of 6/30. Some professional development infrastructure will take its place, but it will be independent of the CVC.
- The Cypress College RSI policy (for regular and substantive interaction) will be updated with the new Title 5 language and presented to Academic Senate for approval in February.
- The DE DE Addendum for curriculum approval will also be updated and presented to the Curriculum Committee for approval in February.

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

p. **Guided Pathways Steering committee - Liana Koeppel**
The Guided Pathways Team has identified almost 30 campus projects that are underway across campus. Here are a few updates:
<u>The Educational Plan Plan</u>

- Additional sections of COUN 140 were added to the spring schedule. Ed Plan completion is a requirement of the COUN 140 class.
- Please continue to encourage your students to complete their Ed Plans by meeting with their counselors and/or enrolling in COUN 140.
- Remember that we no longer use the old terminology of SEP and Abbreviated Ed Plans when talking with students. Please reinforce the language change and use "Educational Plan" (Ed Plan) and "First Semester Schedule" to help reduce confusion for students.
<u>Starfish Pilot</u>
- About 25-30 faculty volunteers are participating in the Starfish Pilot program this semester. Starfish is a student support management platform that allows the college to provide, track, and assess the efforts to support student success. Faculty participation is an important element of the successful use of Starfish.
- Faculty and selected student service areas will be using Starfish to send and manage Kudos, Raise Flags of concern, and make Referrals.
- Plans to roll out Starfish more broadly will be made based on the results of the pilot.
<u>Title V Grant</u>
- The Title V Teams are continuing to work on the various projects they have focused on in order to institutionalize the work they have done since the start of the grant.
- Projects include Equitable Teaching Best Practices, Messaging Campaigns, and Program/Major student support efforts.
- Other projects that have come as a result of the Title V work have been delegated to the appropriate departments including Professional Development and Student Services.

The next Guided Pathways Steering Committee Meeting is Feb. 24, 2023 from 2:00-4:00pm via Zoom

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

Committee and Meeting Report Outs:
Call-outs and Appointments:
Call for faculty representation on the Cypress College Student Equity and Success Director hiring committee
1. Dia Vechayiem
2. Armando Mendoza

- Leana Koeppel made the motion to approve the appointments. No one seconded the motion. Leana Koeppel amends the motion to remove Dia Vechayiem and Armando Mendoza and and to add Alison Robertson and Melissa Brandon. Steven Estrada seconded the motion. The motion passed.

Appointment for the Social Science Dean
Craig Goralski, Gloria Badal, Randy Martinez, Vergil Addams.
Leana Koeppel made the motion to approve the appointments. Kathleen McAlister 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:**
  o The BOT met on January 26, 2023. Chancellor Breland welcomed everyone back to the semester. He noted his appreciation for the opening day events at the campuses across the district. Trustee Dunsheath was voted to apply for the California Community College Trustee Board. The Board voted to adopt the recommended state and federal legislative priorities for 2023. An update was given by Cypress College regarding the Affordable Student Housing.
- **Council On Budget and Facilities (CBF):**
  o CBF has not met since our last meeting.
- **District Consultation Council (DCC):**
  o DCC met on 01.24.2023. The first item of business was to vote on virtual meetings. There was a discussion regarding the Governor's proposed Budget. Fred expressed that enrollment will need to be bolstered. Some Cypress Capital projects include the Culinary Arts swing space and the LLRC Data Center (Phase III). The repayment for the fraudulent students (10mil) may not have to be repaid. Cherry Li-Bugg presented on the districts applying for Emergency Conditions Funding. The group voted unanimously on changes to AP 7120-4. The changes include:
    - Sections 3.0 – Removal of mentions of "or additional" regarding committee composition changes.
    - Section 4.2.9 – Having one student representative for president recruitments and three students (one from each campus) for vice chancellor recruitments.
    - Section 4.3.5 – Having three faculty representatives for vice president recruitments and four faculty for dean recruitments (all appointed by the academic/faculty senate).

- Section 6.2.1 – Chance the job announcement window "at least three weeks"
- Section 8.8.7 – Change the window to select from the original list of finalists to 6 months (from 8 months) if the new hire does not continue employment.
  - **Planning and Budgeting Committee (PBC):**
    - PBC has not met since our last meeting
  - **President Advisory Committee (PAC)**
    - PAC Has yet to meet since our last meeting.

IX.   Adjournment

Joel Gober made the motion to adjourn at 4:39. Daniel Pelletier seconded the motion. The motion passed.

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)	x
Counseling 1	Cassie Rodriguez (T1, Y2)	x
Counseling 2	Daniel Pelletier (T3, Y1)	x
Fine Arts 1	Janet Owen Driggs (T1, Y2)	**Maha Afra**
Fine Arts 2	Aydinaneth Ortiz (T1, Y1)	x
Health Science 1	Michael Faraci (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)	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	Layal 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	
Program Planning and Review	Stephanie Rosati	
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	**x**
Accreditation	Jill Bauer	
CTE Liaison	Lisa Clark /Jacqueline Aguet	**x**

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