Zoom- Link More information can be found at the end
5/11/2023 Room L/LRC 245
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.

Minutes: May 11

Future Meetings - 5/18

I. **Establish Quorum and Acknowledge Alternates**
   a. A quorum was established at 3:07. Jill Bauer is and alternate for Alison Roberts, and LaRon Armstead is an Alternate for Cassie Rodriguez.

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 04/27/2023**
   a. Steven Estrada made the motion to approve the minutes. Joel Gober seconded the motion. The motion passed. LaRon Armstead and Lisa Clark abstained.

IV. **Public Commentary (3 minutes per speaker)**
   N/A

V. **Faculty Announcements and Invitations (2 minutes per speaker)**
   a. Daniel Pelletier introduced Laron Armstead.
   b. Janet Owen Driggs announced 'People in Motion.' Opens May 12.
   c. Sergio Cutrona updated Senate about the accomplishment of the Athletics department.
   d. Jaclyn Magginetti announced a taco party after Graduation.

VI. **Faculty Issues – Unfinished Business**
   a. Seconded read of the DE Addendum Update (5 minutes) Kathleen. McAlister
   Kathleen McAlister is asking Senate to approve the De Addendum Update. Steven Estrada made the motion to approve the addendum. Joyce Peacock seconded the motion. The Motion passed.

VII. Faculty Issues – New Business

   a. <u>Constitution Approval (5 minutes)</u>.   Liana Koeppel
Constitution Approval vote and request for Senators to remind faculty to vote before May the deadline of May 15th at NOON. Liana would like to send out reminders.

   b. <u>Guided Pathways 2.0 Workplan (5 minutes)</u>.   Liana Koeppel
The Guided Pathways Co-chairs will present a draft of the [Guided Pathways 2.0 Workplan](#) required for the 2023-26 grant funding allocation. The Workplan will be submitted to the State through NOVA by June 1. This is an informational item and faculty may submit feedback or questions to Liana Koeppel and Brady Miller. Steven Estrada made the motion to extend time by 5 minutes. Kathleen McAlister seconded the motion. The motion passed.

   c. <u>Continued Follett Discussion (15 minutes)</u>   Damon de la Cruz
The Senate is asking for feedback on the last informational question and answer sheet President Schilling sent out. The Senate discussed what their division thought about the proposal. Kathleen McAlister made the motion to extend the time by 10 minutes. Liana Koeppel seconded the motion. The motion passed. Steven Estrada made the motion to extend the time 10 minutes. Liana Koeppel seconded the motion. The Motion passed. Daniel Pelletier voted nay. Joel Gober made the motion to accept the Follet deal for one year. Giovanni Magginetti seconded the motion. Joel Gober called to question. The question was called. The motion did not pass. Kathleen McAlister, Leslie Palmer, Joyce Peacock, and Christina abstained. Liana Koeppel made the motion for President Shilling to come up with a proposal outlining all of the details of the one-year contract, timeline, printed copies, funding, cost (with or without Fullerton), and decision-making process for the next year. Kathleen McAlister seconded the motion. Steven Estrada called to question. The question was called. The Motion passed

   d. <u>Nocccd Land & Labor Acknowledgement: A Call to Action (5 minutes)</u>Damon de la Cruz
Cypress College is located on the unceded ancestral lands shared by the Gabrielino-Tongva Nation and the Juaneño Band of Mission Indians/Acjachemen Nation, who have been the traditional caretakers since time immemorial. Tongva and Acjachemen peoples maintain a strong presence in North Orange County and throughout Southern California, protecting their homelands, knowledge systems, and cultures for the next seven generations. We acknowledge the ingenuity, survival, resilience, and strength of their descendants and relatives—past, present, and emerging. We also acknowledge the labor of those who work on and care for these lands, both in the past and today, and all those who act in solidarity with Indigenous struggles.

This land acknowledgment was developed by the Native America Faculty and Staff Alliance and the Fullerton College Ethnic Studies Department and we honor their work on our behalf.

VIII. Special Reports (3 minutes per Report)

   a. Associated Students – Jesse Chang

- The Associated Students ratified the results of the general election and Arjun Ayyappan will be the president for the 2023 to 2024 academic year. The Associated Students also held their banquet on May 5th and are very grateful for the guests that attended.

   b. United Faculty- Christie Diep
UF is asking for anyone who would like to sign the [letter](#) going to the Board of Trustees

c. **AdFac – Layal Lebdeh**
   No Report
d. **Professional Development - Michael Brydges/Ruth Gutierrez**
- Thank you everyone who joined us for the End-of-the-Year Luncheon. Great turnout, although we did miss some people who received service year recognition.
- Service pins have been sent to the Deans who should be awarding those employees servicing every 5 years.
- Congratulations to Lynn Mitts on 35 years of service to Cypress College
- Retirees will be acknowledged and receive their Apple at the Pre-Commencement celebration, so please make sure you attend Graduation.
- Faculty member is still needed for the Professional Development Coordinator position of 40%. If interested and would like to learn more, contact us: Michael Brydges and Ruth Gutierrez, Professional Development.
e. **Curriculum Committee - Joyce Peacock**
   Last Curriculum Meeting
   - Reviewed the past academic year's actions.
   - Chair attended webinar events for AB 928 and AB1111
   Upcoming
   - Curriculum Institute
   - Chair will send out recorded demonstrations of CourseLeaf CIM and CurrIQnet Meta
   - Next fall, first meeting will be August 29, 2023.
   ASCCC/CCCO Dates
   - Curriculum Institute. Please let me know, if you are interested in attending. We have one or two spots for faculty.
     o https://asccc.org/events/2023-curriculum-institute-hybrid-event
f. **Academic Senate Treasurer's Report - Liana Koeppel**
   No Report
g. **Cypress College Foundation - Damon de la Cruz**
h. **Student Equity and Achievement Committee - Alison Robertson**
   No report
i. **Outcomes Assessment - Jennifer Coopman Report for Student Learning Outcomes:**
- Please complete Fall 2022 CSLO assessments in eLumen. The Fall 2022 CSLO assessment data report will be re-populated June 1.
- The data load to the eLumen production site for Spring 2023 CSLO assessment has been completed. Please complete Spring 2023 CSLO assessments in eLumen.
- Met with the Accreditation Chair, Jill Bauer, on May 1 to discuss PSLO language in the catalog.
- Met with the eLumen Customer Service Manager, Kristen Nelson, on May 8 to discuss the creation of future 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 is intended to begin Fall 2023.
- Met with the Accreditation Chair, Jill Bauer, on May 8 to discuss PSLO language.

- The SLO Committee met on May 8, 2023. The committee reviewed the updated Fall 2022 CSLO assessment status report. The division representatives agreed to inform Faculty about incomplete CSLO assessments. The committee reviewed changes made by the Dental Hygiene department to additional Department PSLOs. The committee discussed the PSLO language in the catalog and agreed that changes to the language in the catalog to make the PSLOs more distinguishable seemed appropriate. The recommendation is to change the language to "Department Program Student Learning Outcomes" and "Degree & Certificate Program Student Learning Outcomes" where appropriate. Jennifer Coopman identified departments that still need to write Degree & Certificate PSLOs in preparation for Fall 2023 instructional program review. The division representatives agreed to send a reminder to the appropriate departments. The next SLO Committee meeting is scheduled for Fall 2023.
- 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.
- 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.

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

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

k. ACCJC Self Study - Jill Bauer

- The Accreditation Steering Committee released the first draft of the ISER to the College on April 24th via email along with a feedback survey. Documents are also available via the ASC Sharepoint. **Please provide feedback on the draft using the feedback survey or by contacting Jill (jbauer@cypresscollege.edu) or Bryan (bventura@cypresscollege.edu).** The ASC will present a second draft of the ISER to the College in Fall 2023.

- The final meeting of the Accreditation Steering Committee (ASC) for 2022-2023 will be May 17th from 3:00 - 4:30 p.m. in CCC-PLEX 414. All are welcome to attend.

- 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. **All campus committees and groups should have an approved charter by the October 2023 deadline.**

- The Accreditation Steering Committee is asking everyone to review the catalog. Faculty, please review your program's catalog information. If you have corrections or updates, please contact David Soto (dsoto@nocccd.edu) or attend his office hours. He will visit Cypress every Monday from 3-5 PM. He has been placed in the President's Conference room and stays there for those who make appointments and/or walk-ins. If your department wishes to block out some time, they'll need to contact Regina Russell in Kathleen Reiland's office, and she'll put together a block of time for a meeting. We also recommend that you review any program/club/service webpages that you are responsible for. Please contact Cari Jorgensen via email or using the Web Change Request Form to make website changes.

- The ACCJC will hold its second, and likely final, reading of the revised 2024 Standards at its June 2023 meeting. For more information about the meeting visit: https://accjc.org/announcement/preliminary-agenda-accjc-open-session-june-2023/

l. CTE Liaison - Lisa Clark

m. Distance Education - Kathleen McAlister

- CVC Update: District is still working on the API that will allow us to show live enrollments and eventually establish cross-enrollment in the CVC. On 5/8 we met with the CVC to discuss options for payment processors. We will need to integrate a third-party payment processor for the college to receive tuition collected when students enroll through CVC. Based on our conversation at this meeting, we are projected to become a teaching college (with cross enrollment capability) in August or September.
- POCR: We hope to become POCR certified over the summer and begin actively badging classes for the CVC in Fall. When students search for courses in the CVC, quality reviewed/badged courses will appear first. Faculty interested in getting their courses badged should self-enroll in the POCR Canvas site: POCR (Peer Online Course Review)
- OTT: If we have enough faculty to establish a cohort, we will offer Online Teacher Training this summer, beginning on 6/5. Interested faculty should contact their deans and email Nando Yiv to request to be added to the cohort: DistanceEd@cypresscollege.edu
- DE Support Update: Interviews for the Instructional Designer position have concluded, and we'll be interviewing for the Distance Education Director position at the end of May.

n. Diversity, Equity and Inclusion Committee - Maha Afra
- We did not have quorum.
- Anti-Racism Statement: We are still working on it. Going to PAC for first read.
- Mediation: Another mediation training in the works for the week before Flex Day.
- Funding request: 365 Calendar for Legacy and Puente.
- DEI nominees: We will vote by email on Qualtrics.

o. Guided Pathways Steering committee - Liana Koppel
No Report

p. President's Report and Committee Appointments (15 min.)
Committee and Meeting Report Outs:
Senate Leadership vote at the end of May
Call-outs and Appointments:
Emeritus Status
1. Larry Beidler (approved)
2. Richard Hock (approved, will be added to next year's commencement program)

Sergio made the motion to grant Emeritus status to Larry Beidler. Kathleen McAlister seconded the motion. The motion passed. Lisa Clark made the motion to grant emeritus status to Richard Hock. Leana Koeppel seconded the motion. The motion passed. Steven Estrada made the motion to include them in next year's graduation program. Kathleen McAlister seconded the motion. The motion passed.

Evaluation Committees:
Paul de Dios – Jill Bauer (approved)
Marc Posner – Joel Gober (approved)

- **Board of Trustee Meeting:**
  - Missed due to illness
- **Council On Budget and Facilities (CBF):**
  - CBF met on May 8 at 2p. After approval of the March 13 minutes Kashu , District Director, Fiscal Affairs reviewed the Budget Assumptions

and gave an early updated on preliminary information. We are holding until the May revise. This included the belief that COLA would not change. There was presentation from Dr. Schilling regarding the Follett Equitable Access program. This includes funding of up to $5 mil to pilot a digital book program. Kashu also provided HEERF and Covid-19 updates. Money would be available for food insecurities. Finally, we concluded with a vote on a proposed calendar.

- **District Consultation Council (DCC):**
  - DCC has not met since our last meeting
- **Planning and Budgeting Committee (PBC):**
  - Has not met since our last meeting.
- **President Advisory Committee (PAC):**
  - Unable to attend

IX.   Adjournment

Joel Gober made the motion to adjourn at 5:32. Daniel Pelletier seconded the motion. The Motion passed.

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: <mark>Please indicate departure time if you leave before adjournment.</mark>		
Academic Senators		

Business/CIS 1	Kathleen Troy (T1, Y2)	
Career Technical Education 1	Jacqueline Aguet (T1, Y1)	
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)	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)	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.	
Campus Technology		
CC Foundation:	Damon de la Cruz	x
Program Planning and Review	Maha Afra	
Professional Development	Michael Brydges/ Ruth Gutierrez	
United Faculty	Christie Diep	
Student Equity and Achievement Committee	Alison Robertson/ Gisela Verduzco	

Student Learning Outcomes	Jennifer Coopman	
AdFac United	Layal Lebdeh	**x**
Accreditation	Jill Bauer	**x**
CTE Liaison	Lisa Clark /Jacqueline Aguet	x
Distance Education	Kathleen McAlister	**x**
Basic Skills		
Council on Budget and Facilities	Damon de la Cruz	x
Guided Pathways	Liana Koeppel	**x**
GUESTS		
Name:		
Brandy Miller-Wakenham		
Hilary		

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

Topic: Academic Senate
Time: May 11, 2023 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
https://cypresscollege-
edu.zoom.us/j/81914029768?pwd=N2h6MTQ4WFZONVJnZ3N3L2x0TWFEZz09

Meeting ID: 819 1402 9768
Passcode: Senate
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    +1 305 224 1968 US
    +1 253 215 8782 US (Tacoma)
    +1 346 248 7799 US (Houston)
    +1 360 209 5623 US
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    +1 719 359 4580 US
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    +1 253 205 0468 US
Meeting ID: 819 1402 9768
Find your local number: https://cypresscollege-edu.zoom.us/u/kc3Ah6HB8S