



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

CCPLX-414

11/20/25

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: November 20

Future meetings: 12/4, 12/11, 2/12, 2/26, 3/12, 3/26, 4/9, 4/23, 5/14, 5/28

### Roll Call:

Committee members present as indicated by (x).			
Academic Senate Officers		Academic Senators	
President: Jaclyn Magginetti	x	Counseling 1 Alan Reza and Eva Palomares (T1, Y1)	x
President-Elect: Vacant		Counseling 2 Deborah Bundy (T1, Y2)	x
Past President: Kathleen McAlister		Health Science 1 Thu Pham/Brenda Toy (T2, Y1)	x
Secretary: Jill Bauer	x	Health Science 2 Beena Eapen (T2, Y1)	x
Treasurer: Karen Le Cornet		Health Science 3 Vacant	
Curriculum Chair: Joyce Peacock	x	Kinesiology Sergio Cutrona (T4, Y1)	x
IDEAA Ombuds: Michael Brydges	x	Language Arts 1 Samantha Simmons (T2, Y1)	x
Academic Senators		Language Arts 2 Karen Le Cornet (T2, Y2)	
Adjunct Faculty Senator 1 Jennifer Van (Y1, T1)	x	Language Arts 3 Jill Bauer (T1, Y2)	x
Adjunct Faculty Senator 2 Zachary White (Y1, T1)	x	Library/Learning Resource Center 1 Monica Doman (T1, Y2)	x
Adjunct Faculty Senator 3 Michael Hanson (Y1, T1)	x	Science/Engineering/Math 1 Joel Gober (T3, Y1)	x
Business/CIS 1 Kathleen Troy (T3, Y1)	x	Science/Engineering/Math 2 Christina Plett (T3, Y1)	x

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 Jill Bauer, Academic Senate Secretary (jbauer@cypresscollege.edu) or Jaclyn Magginetti, Academic Senate President (jmagginetti@cypresscollege.edu) at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

Committee members present as indicated by (x).			
Career Technical Education 1 Vacant		Science/Engineering/Math 2 Ron Armale (T2, Y1)	<b>x</b>
Career Technical Education 2 Vacant			
<b>Liaisons</b>		<b>Academic Senators</b>	
Accreditation: Jill Bauer	<b>x</b>	Social Science 1 Gio Hortua (T1, Y1)	<b>x</b>
AdFac United: Vacant		Social Science 2 Craig Goralski (T1, Y2)	<b>x</b>
Associated Students: Angel Hernandez	<b>x</b>	Visual and Performing Arts 1 Janet Owen Driggs (T1, Y1)	<b>x</b>
Campus Technology: Thomas Sutfin	<b>x</b>	Visual and Performing Arts 2 Aydinaneth Ortiz (T2, Y2)	<b>x</b>
CC Foundation: Damon de la Cruz			
CTE Liaison: Vacant			
Distance Education: Samantha Simmons	<b>x</b>		
Diversity, Equity and Inclusion: Maha Afra			
IPLOR: Sarah Jones			
Guided Pathways: Liana Koeppel	<b>x</b>		
Professional Development: Jaqueline Aguet			
Student Equity and Achievement: Jenelle Herman	<b>x</b>		
Student Learning Outcomes : Abigail Awad	<b>x</b>		
United Faculty: Steven Estrada			

Guests: Bryan Ventura, Terri Long, Daniel Lind, Joy Case, Janet Vera

### **I. Establish Quorum and Acknowledge Alternates**

Meeting was called to order at 3:02 p.m.

Liana Koeppel is an alternate for Karen Le Cornet.

### **II. Adoption of the Agenda**

Joel Gober moved to amend the agenda to add RAM Revisions as New Business Item c. for 15 minutes. Motion passed.

### **III. Approval of 11/06/25 Minutes**

Zachary White moved to approve the minutes. Motion passed. Kathleen McAlister, Liana Koeppel, Jaclyn Magginetti, Ron Armale, Kathleen Troy, Joel Goeber, Aydinaneth Ortiz, Samantha Simmons, Joyce Peacock, and Brenda Toy abstained.

#### **IV. Public Commentary (3 minutes per speaker – 15 minutes max)**

None.

#### **V. Faculty Announcements (2 minutes per speaker – 10 minutes max)**

- a. VAPA Senators Janet Owen Driggs and Aydinaneth Ortiz announced two upcoming VAPA events: the projection mapping show on November 25 and the dance performance on November 21-23. Janet Owen Driggs announced that she is curating an art therapy exhibition next semester. She is seeking faculty who are interested in making interdisciplinary connections. Interested faculty should reach out to Janet Owen Driggs.
- b. Craig Goralski informed the Senate that due to the recent rain, there was a massive ceiling failure in the HUM building, resulting in two classrooms being offline for the foreseeable future. He urged faculty to communicate with their Division Offices if they notice any leaks in classrooms.

#### **VI. Faculty Issues – Unfinished Business**

##### **a. Strategic Plan (5 minutes)**

Bryan Ventura and Jaclyn Magginetti

Bryan Ventura, Director of Institutional Research & Planning, shared the revised language that was added to the 2025-2028 Strategic Plan in response to the Senate's feedback. The new language was approved by PBC on November 20. Joel Goeber moved to approve the plan.

Craig Goralski emphasized that the Strategic Plan is a collegewide plan, developed and approved through shared governance. Administration is the custodian of the plan. The shared governance process should be followed to change the plan.

Bryan Ventura shared that the Accreditation and Institutional Effectiveness Committee (AIEC) now exists to ensure communication and accountability for the Strategic Plan.

Aydinaneth Ortiz moved to extend time 2 minutes. Motion passed.

Thomas Sutfin emphasized the importance of connecting the plan to the grassroots efforts of faculty and staff at the College.

The motion to approve the 2025-2028 Strategic Plan passed.

##### **b. Emeritus Faculty Email Accounts (10 minutes)**

Samanta de Frutos Garcia and Karen Le Cornet

Jill Bauer read the proposed changes to email accounts for retirees on behalf of Samanta de Frutos Garcia, the District Technology Committee (DTC) faculty representative. The Senate provided feedback for our faculty representatives (Samanta de Frutos Garcia and Samantha Simmons) to take back to DTC:

- Joel Goeber argued that emeritus faculty should have access to licensed software (e.g., MS Office Suite).

- Liana Koeppel shared that the Senate had previously conducted a survey with retirees. Results indicated that all retirees find email access extremely important. She proposed eliminating the change to the email domain but keeping the other aspects of the proposal.

- Kathleen McAlister raised a concern about retired faculty who return as adjunct members. In this case, will faculty have two email addresses – a retired account and a campus account?

- Sergio Cutrona reiterated the importance of former students being able to contact retired faculty members. Is there a way to forward messages from the old address to the new address so that connections are not lost?

Michael Brydges moved to extend 10 minutes. Motion passed.

- Craig Goralski stated that there are legal ramifications for having access to one's old email account if one is not actively employed at the District.

- Joel Goeber proposed an alternative domain: @emeritus.campus.edu. However, Kathleen McAlister noted that there is a difference between retirees (all employees) and emeritus faculty (conferred by the Senate).

- Zachary White shared that there are security issues (e.g., phishing attacks) and potential public relations concerns with retirees having email addresses affiliated with the College. However, Liana Koeppel countered that these concerns are addressed in the acceptable use policy.

- Jaclyn Magginetti suggested that the District could enforce cybersecurity for retirees, if needed.

Jaclyn Magginetti moved to extend time 3 minutes. Motion passed.

Kathleen McAlister moved to direct the DTC representatives to propose an amendment to the guidelines that retains the original email address domain for retirees and adds a cybersecurity training requirement.

Joel Goeber moved to amend the motion to add that retirees will have access to licensed software.

Jaclyn Magginetti moved to extend time 5 minutes. Motion passed.

The amendment to the motion passed.

The amended motion passed. Gio Hortua, Craig Goralski, Zachary White, and Deborah Bundy voted no.

## **VII. Faculty Issues – New Business**

a. Proposed NOCCCD District AI Policy (15 minutes) Samanta de Frutos Garcia and Karen Le Cornet

Jill Bauer read the proposed NOCCCD District AI Policy on behalf of Samanta de Frutos Garcia, the District Technology Committee faculty representative. The Senate provided feedback for our faculty representatives (Samanta de Frutos Garcia and Samantha Simmons) to take back to DTC:

-Janet Owen Driggs expressed support for the District addressing AI, yet noted that most faculty are not sufficiently prepared to assess the viability of an AI policy.

-Craig Goralski stated that Turnitin is problematic and cannot be the sole filter that faculty use for AI detection. However, prohibiting all AI detection tools is equally problematic. Faculty need some tools to aid in AI detection.

-Kathleen McAlister stated that not allowing faculty to use Turnitin for AI detection contradicts the College practice. Faculty are asked to submit Turnitin reports when completing ChAT reports.

-Liana Koeppel proposed the need for a clear academic honesty statement in the AI policy. Faculty need clear definitions of what academic honesty is and is not to share with students. Also, any AI use policy must comply with stated AI policies of the College and the instructor.

Zachary White agreed, adding that there are no examples of what appropriate disclosure is. Samantha Simmons suggested that all students, faculty, staff, and administrators should be disclosing when they have used AI.

Liana Koeppel moved to extend 10 minutes. Motion passed.

Thomas Sutfin argued for wording in the policy that deferred to faculty member's AI use policies in the syllabi. Beena Eapen agreed that faculty should have the last say; the District policy cannot override faculty's policies.

Zachary White expressed concern that the policy defines AI and Generative AI but only refers to AI. There is a need to distinguish between AI and Generative AI throughout the policy.

The Senate also expressed a need for ongoing professional development for faculty to address AI's impact on teaching and learning.

b. Senate Community Agreement (15 minutes)

Sam Simmons

Samantha Simmons presented a proposed community agreement developed by the ad hoc workgroup.

Jaclyn Magginetti reminded the Senate that the purpose of the agreement is to establish expectations on how we will treat each other and conduct ourselves during Senate meetings. It will also serve to communicate these expectations to guests of the Senate.

The Senate discussed the consequences of violating the agreement. Roberts Rules of Order provides mechanisms for the Chair to maintain order, including asking someone to leave or ending the meeting.

The Senate advised the workgroup to remove the section on Social Media, Recording, and Digital Conduct and revise the Accountability section as they are outside of Senate's scope and/or the purpose of the agreement.

The workgroup will revise the agreement accordingly. Senators can provide any additional feedback about the proposal to Samantha Simmons.

c. RAM Revisions (15 minutes)

Jacky Magginetti

President Jaclyn Magginetti provided an overview of proposed changes to the Resource Allocation Model (RAM). The proposed changes have passed the Council of Budget & Finance and will now go to the District Consultation Committee.

Craig Goralski moved to extend 5 minutes. Motion passed.

The Senators requested additional information on all points. President Jaclyn Magginetti will provide a future update to the Senate.

## **VIII. Special Reports**

a. President's Report and Committee Appointments (15 minutes)

Joel Gober moved to appoint Jacqueline Aguet to the AP 7400 Employee Travel and Conference Attendance workgroup. Motion passed.

President Jaclyn Magginetti submitted the following report:

## Design Team 2026-30 Strategic Plan

- The committee discussed the purpose of the district strategic plan and looked at ways for it to be less repetitive and more meaningful.  
IECC Committee Meeting 2024-2025 (Institutional Effectiveness Coordination Council)
- We looked at how to share the data collected and talk about the need to even have a distinct strategic plan.  
Board of Trustees meetings  
11/18/25
- Cypress Equity plan
  - Ed Lopez wanted Cypress to address whether we think students have an equity gap due to the college or to the social situations they are in. Dr Thayer explained the support services we have on campus to help close the gaps for success.
- Went over the BP 3450 Animals on District Property
- Public Commentary: Jermey Peters and Liz Putman told the board that English 100 must be taught during winter because it is really, really hurting all of their students. English Faculty at Fullerton explained the success rate of English 100 and the problem with the winter intersession.  
Nov 17<sup>th</sup>, 2025
- The [Accrediting Commission for Community and Junior Colleges \(ACCJC\)](#) is holding a regional convening at **Long Beach City College** on **April 13, 2026**.
- This event is part of the ACCJC's "Transparency, Storytelling, and Value Literacy" project, funded by a grant from the College Futures Foundation. The purpose of these convenings is to discuss the use of program-level data to improve student outcomes and showcase the value of two-year institutions.
- The tentative schedule for the Long Beach City College event is 9 a.m. to 5 p.m. PDT. College administrators, faculty, staff, students, and trustees from several member institutions are invited to participate.
- For more information on the project and the list of participating institutions, you can visit the ACCJC website.
- Climate Survey
  - Employee Voice and Inclusion - Across all institutions, the largest percentages of respondents agreed that they had opportunities to participate in governance, but fewer than half felt that their contributions and opinions were valued, considered, or carried weight. Employees at Cypress and Fullerton Colleges reported higher levels of agreement about opportunities to participate, but lower levels of agreement about their opinions being given appropriate weight compared to NOCE and District Services employees.
- Full service should go to the chancellor's staff and DCC with prompts to talk about.

- We would also like to see the leadership talk about what the survey said and what they plan to do about it.
- “What are some ways it is working and some ways it is not?”
- 2022-26 District-wide Strategic Plan -m report to the board.

PBC. 11/10/25

- The primary focus was the continued evaluation of the Resource Allocation Model (RAM) for the 2026–27 fiscal year. Proposed changes included shifting all indirect grant cost recovery funds to the District to fund a new post-award grants team, distributing the costs of certain Districtwide departments including Campus Safety, Diversity and Inclusion, EEO, and Staff Development across all budget centers, establishing a 3 percent contingency fund for districtwide investments, and redistributing any year-end District Services surplus to the campuses. Discussion centered on balancing compliance and efficiency with campus-level autonomy and transparency.
- Additional updates included a report on \$ 1.39 million in remaining one-time funds that have not yet been allocated, and an overview of ongoing facilities projects at Cypress, Fullerton, and the Anaheim Campus. Projects highlighted included the Cypress Fine Arts and Health and Wellness Center, Fullerton’s Student Center and STEM Building, and Anaheim’s Green Space and ADA improvements. The meeting concluded with an announcement that the December 8 meeting will be held only if necessary. The RAM will return for continued discussion and review at the next scheduled meeting and will be taken forward to the next District Consultation Council meeting for consideration. Overall, the discussion reflected the district’s focus on aligning fiscal planning with operational needs while monitoring the impact of central funding shifts on campus flexibility
- We did not like the 3% that was to be used for studies outside the workplace. We want it to be more explicit about what that money is for, rather than just listing many different things, including negotiations, as a possible way to say the district only has 3 percent for raises. They will be coming back with better revised language.

Joel Gober moved to adjourn. The SLO Coordinator stated the need to give the SLO report. Motion failed. All voted nay.

b. Curriculum Committee - Joyce Peacock (3 minutes)

Joyce Peacock submitted the following report:

- Attendance Accounting and Fat lab hours
- o Chancellor’s Memo - FS 25-04 Standardized Attendance Accounting Regulations Updates
- o Chair will be sending division break down of courses affected
- CPL
- o MAP Regional Training, December 4, 2025 Costa Mesa
- o Proposed-reg-text-cpl-high-school-course-articulation.pdf



§ Prioritize student completion and success by removing barriers to degree attainment – count CPL awards toward the 12-unit residency requirement

- Requisite Language that includes: "Eligibility for" ENGL courses

- o Chair will provide division representatives with a report on courses that have "Eligibility for" ENGL courses on their requisites

- o Faculty will decide if:

- § No Requisites at all

- § Or change prerequisite or advisory to Completion or Completion or enrollment in

- TOP to CIP codes o TOP to CIP Transition – Infrastructure and Operational Alignment Memo

- o DCCC is beginning discussions

- o Chair will send division representatives a list of TOP and CIP codes for their courses

- § TOP codes will no longer be used to identify CTE programs from Not

- § CIP code alignment

- Common Course Numbering

- o Phase IIA – In process

- o Phase III course templates likely available in February 2026

c. Instructional Program Review – Sarah Jones (3 minutes)

No report.

d. Student Outcomes Assessment – Abigail Awad (3 minutes)

Abigail Awad submitted the below report. She stressed that Spring SLOs have to be done before June 30<sup>th</sup> because eLumen is closing at year's end.

- New eLumen end-of-Life deadlines:

- o Spring SLO Assessments due June 10, 2026

- o Access to all prior SLO assessments ends June 30, 2026

- § Departments need 8 consecutive semesters of 90% of courses assessed to be in-compliance for program review. Compliance for program review also has implications for faculty prioritization.

- Recruitment for ad hoc committee for the eLumen Insights transition

- o Looking for one volunteer per division to participate in the pilot in Spring 2026

- o In fall 2026 this volunteer will also serve to support faculty in their division, working alongside the CSLO coordinator to answer questions on eLumen Insights

- Look forward to department coordinator sessions in Spring 2026 to complete program mapping in the new eLumen Insights.

- o Historically, CSLOs have been mapped to departmental SLOs which then map to Institutional SLOs.

- o We are transitioning to mapping CSLOs to Program SLOs and directly to Institutional SLOs. Departments will need to re-map their SLOs in 2026.

- eLumen Insights progress:

- o Three of five cohort sessions have passed. Angela Haugh, Joselyn Knight, Kristina Ogenasian and Abigail Awad have attended and have started to build out the eLumen Insights structure including adding our programs and program SLOs.
- 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 “Resources for Student Learning Outcomes (RSLO)” Canvas course shell 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.

e. Distance Education – Samantha Simmons (3 minutes)

Samantha Simmons submitted the following report:

- Please share relevant info from Distance Education Committee with your departments and divisions.
- [Distance Ed Committee Canvas Shell](#) - for Committee Members or interested faculty
- Important Docs, Key Messages, Public and Meeting Info are in the [Distance Ed Committee Sharepoint](#)
- [Canvas/Banner](#)
- Canvas Maintenance scheduled for Monday, December 15 2025: Updates to PlayPosit/WeVideo and 3C Media integrations (No other dates available) (Michael)
- Banner/New Scheduler Issues: Please be advised that there have been some issues with the new scheduler/Banner 9:
- Currently, the best course of action is to assume it will take 24 hours to be visible in whatever area you are amending (section updates, drops, etc.)
- That being said, make sure your classes are correct in section, ZTC, etc. in the new scheduler.
- If you have feedback or suggestions, see Sharon's earlier email with the survey or send an email to District IT.
- AI
- [AI Agents Article](#) - Please read and discuss with various departments, divisions.
- AI in Canvas – New tools coming out weekly. Memo from Chancellor's Office [“Evolving Instructional Technology Tools in Canvas”](#)
- Workshops – Lots of AI Workshops from CVC@ONE (See Professional Development below)
- Elli Constantin – Distance Ed Director is AI Fellow in Accessibility for Chancellor's Vision 2030. Did an amazing Playlab Demo for Accessibility during CCCCO Institutional Effectiveness System Webinar. 700 people attended! If you'd like to

be connected to the CCCCCO System Webinar Series, see Professional Development below.

- Chancellor is partnering with [Nectir](#) and [Playlab](#). Maybe Gemini (Google) soon
- [CC Library AI Libguide](#) for embedding into courses in Canvas

#### *DE Professional Development*

- Keep an eye on your email for details about AI workshop in Nov from Professional Development:
  - Supporting Student Engagement with AI - Nov 25, 1:30-2:30 with Stephanie Tran on [zoom](#)
  - DE – Open Lab, Wednesdays, 2-3 in LLRC 115
  - CVC – Webinars Current [CVC @ONE Webinars](#)
  - CCC Chancellor's Office –
  - [Systemwide Webinars](#)
  - [AI Professional Development and Learning Opportunities](#)
  - @ONE – Spring 2026 courses are now open. Free self-paced and guided courses for Accessibility, AI and Design - CVC @ONE Training - [Here is the information about offerings](#) - - Current list.
  - Online Teaching Conference 2026: June 23 – 25 at Hilton Anaheim (New Location) - Apply through Professional Development
- New @ONE/CVC POCR Rubric*
- The CVC@ONE (California Virtual Campus – Online Network of Educators) Course Design Rubric (also used at Cypress College for POCR & Online Teacher Training OTT) is being updated.
  - Updated language to reflect frontloading accessibility, equity, ACCJCs new rubric
  - Timeline:
  - Final draft at OTC in June 2026
  - 2026-2027 – Schools adjustment/updating period
  - Fall 2027 – Full implementation
  - Implications:
  - Reviewers will need to be retrained
  - Schools will have to rebadge to maintain badges; this will be a local process
  - Update OTT to reflect updates in the rubric (We base OTT outcomes on the @ONE rubric).

- f. Associated Students – Angel Hernandez (3 minutes)  
No report.

## **IX. Written Reports**

- a. Academic Senate Treasurer's Report – Karen Le Cornet  
No report.
- b. Accreditation and Institutional Effectiveness Study - Jill Bauer  
No report.
- c. Adjunct Faculty United – Zachary White  
No report.

d. Campus Technology Committee- Thomas Sutfin

Thomas Sutfin submitted the following report:

The transition from Windows 10 to Windows 11 remains a critical modernization step. With Windows 10 support ending, moving to Windows 11 is essential for security, compatibility, and keeping our instructional and administrative systems reliable for technology-heavy programs.

The college's overall technology plan has progressed from PBC and is now with PAC for review, reflecting the scale and campus-wide impact of these initiatives.

Teams Voice continues to make good progress, though it's not fully ready for deployment. Once complete, it will streamline communication across departments and programs.

Finally, the campus-wide UPS battery refresh will significantly strengthen network stability and protection. This investment ensures our systems remain resilient and uninterrupted

e. CTE Liaison –

No report.

f. Cypress College Foundation - Damon de la Cruz

No report.

g. DEIAA - Maha Afra

No report.

h. Guided Pathways Steering Committee - Liana Koeppel

No report.

i. IDEAA Ombuds - Michael Brydges

Michael Brydges submitted the following report:

Updates to Academic Senate Website will be provided regarding DEIAA issues from ASCCC Plenary – Report next time.

j. Professional Development Committee – Jacqueline Aguet

No report.

k. Student Equity and Achievement Committee – Jenelle Herman

No report.

l. United Faculty- Steven Estrada

No report.

## **X. Adjournment**

Joel moved to adjourn. Motion passed. Meeting adjourned at 5:07 p.m.