



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
9/28
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: Sept 28

Future meetings: 10/12, 10/19, 11/09, 11/30, 12/7, 02/08, 02/22, 03/14, 03/21, 04/11, 04/25, 05/02, 05/16

I. Establish Quorum and Acknowledge Alternates

Quorum was established at 3:04. No alternates were present.

II. Adoption of the Agenda

Damon de la Cruz made the motion to approve the agenda. The motion passed.

III. Approval of Minutes from 9/14/2023

Damon de la Cruz made the motion to approve the minutes. The motion passed. Aydinaneth Ortiz, Daniel Pelletier, Sylvia Paek and Michael Brydges abstained.

IV. Public Commentary (3 minutes per speaker)

- a. Damon de la Cruz expressed concerns about the Charger Food Pass.
- b. Kathleen Reiland gave information about the CVC. It will go live in two weeks. 22 faculty prioritization requests have been made.
- c. Joel Gober read an email regarding 2 full-time faculty hires at NOCE.
- d. Kathleen Troy asked to please let us know when parking lots are closed.
- e. Craig Goralski expressed concerns pertaining to the transfer MOU and the idea that the Senate should not be a part of the process. He covered all the ways that the Senate does indeed have a voice when it comes to faculty hiring/transferring. He also brought up concerns about the timing and the needs for the faculty.
- f. Donny Jackson brought up concerns about the Charger Food Pass.
- g. Maha Afra brought up concerns about the Charger Food Pass.
- h. Janell Herman brought up concerns about the Charger Food Pass.

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 Magginiti, 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.

- i. Jeremy Petters expressed the rights of the faculty member who has been transferred without the need for faculty input.
- j. Ruth Gutierrez shared the story of Sarah Jones who went through the process of a transfer and got her transfer denied. Expressed the need to follow the process.

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

- a. Aydinaneth Ortiz announced the photo department's silent action happening today.
- b. Janel announced the first-ever faculty pride training tomorrow on Gender 101. More information will be happening throughout Pride Month.
- c. Donny Jackson announced the Opening of Cari in the theater department.

VI. Faculty Issues – Unfinished Business

- a. Resolution to Recognize the Discipline Faculty Right to Make Determinations Regarding Intersession Scheduling (second read) (30 minutes) Kathleen McAlister
President McAlister shared new information regarding the District's approval of a 4-week, fully online winter intersession and updated the committee about the intersession scheduling process at Cypress College. Liana Koppel brought up the accreditation and curriculum problems with each faculty deciding if they want to teach it and not the department. Jeremy Peters explained the development of the MOU, and explained that UF was just told that there will be a winter intersession by admin. Kathleen Reiland expressed her agreement with both sides but will follow what the district believes the contract allows. Damon de la Cruz made the motion to extend the time 10 minutes. The motion passed. 70% of the Social Science division supports the resolution. 80% of the Language Arts department voted to support the resolution. Hilary Reuter made the motion to extend the time 2 minutes. The motion passed. Joel Gober made the motion to approve the resolution. The Senate discussed ways to change the resolution. Daniel Pelletier called to question. The motion passed. The motion passed. Giovanni Magginetti, Loyal Lebdeh, and Kasom Alimahomed abstained. Jaclyn Magginetti made the motion to ask the Senate president to draft a new resolution protecting the rights of the departments to approve and schedule classes, limitations to faculty and student to course load, and clarify the role of adjuncts. The motion passed.
- b. BP 3830 Flying of National, State, and Commemorative Flags (15 minutes) Kathleen McAlister
Damon de la Cruz made the motion to table this item. The motion passed
- c. Professor Emeritus By-Laws Update (5 minutes) Kathleen McAlister
Damon de la Cruz made the motion to table this item. The motion passed.

VII. Faculty Issues – New Business

- a. Board of Trustees Agenda Item 6. Human Resources [a] Temporary Reassignment, 6/27/23 (30 minutes) Kathleen McAlister
The President shared with faculty concerns regarding the approval of Board of Trustees agenda item "6. Human Resources [a] Temporary Reassignment" on 6/27/23. The reassignment was authorized by an MOU (Memorandum of Understanding) in which United Faculty leadership waived article 15 of the Collective Bargaining Agreement to facilitate the transfer of a Fullerton College faculty member to Cypress College. Faculty at both colleges have objected to the MOU because it deviates from the established transfer process outlined in Section 15 of the contract, and it excludes department faculty from the transfer decision-making process. The Senate considered the potential impacts of this alternative process to program review and planning, faculty prioritization, and the

District's established hiring practices and policies. Senators are encouraged to familiarize themselves with supporting documents prior to our meeting: "MOU Faculty Transfer 6_2_23" and "Collective Bargaining Agreement Section 15". The Senate discussed the MOU. Kasim Alimahomed made the motion to direct the President to make a resolution pertaining to the MOU. The motion passed. Giovanni Magginetti called to question. The motion passed. The motion passed.

During this discussion, Simone Brown Thunder made the following statement from HR.

- This was a temporary transfer.
- Permanent transfers will follow the process outlined in the United Faculty collective bargaining agreement.
- This temporary transfer will not impact Cypress College's prioritization process.
- This transfer was not a violation of the United Faculty collective bargaining agreement.

b. Academic Senate Executive Committee Release Compensation (15 minutes) Kathleen McAlister

Hilary Reuter made the motion to table this item. The motion passed.

c. Charger Café and Charge Food pass (15 minutes) Aydinaneth Ortiz

Aydinaneth Ortiz discussed student and faculty's concerns regarding the new Charger Food Pass. The Charger Café food quality is poor, and the service including lack of service for evening classes is very problematic. Faculty should encourage students to email Steven Schoomacher about their experiences.

VIII. Special Reports (3 minutes per Report)

a. Academic Senate Treasurer's Report – Giovanni Magginetti

No Report

b. Accreditation Steering Committee and ACCJC Self Study - Jill Bauer

- The Shared Governance workgroup of the Accreditation Steering Committee has created a Cypress College Governance Groups directory. This can be found via the Additional Resources on the [Governance webpage](#).
- The Accreditation Steering Committee released the second draft of the ISER to the College on opening day and via a follow-up email on Monday, August 21st. The ISER and supporting evidence are available via the [ASC Sharepoint](#). Please provide feedback on the draft by contacting Jill (jbauer@cypresscollege.edu) or Bryan (bventura@cypresscollege.edu). The ASC will bring the ISER draft to the Senate, PBC, PAC, and Board of Trustees during October and November.
- The Accreditation Faculty Chair and Accreditation Liaison officer will present the ISER to the following shared governance groups this fall:
 - Associated Students – Oct. 16th
 - Academic Senate – Oct. 12th (First Read); Nov. 9th (Second Read)
 - Classified Senate – Oct. 26th
 - PBC – Oct. 19th (First Read); Nov. 2nd (Second Read)
 - PAC – Oct. 12th (First Read); Nov. 9th (Second Read)
 - BOT – Oct. 10th (First Read); Nov. 14th (Second Read)
- During 2023-2024, the Accreditation Steering Committee (ASC) will meet on the first and third Wednesdays of the month from 3:00 p.m. – 4:30 p.m. in CCC-PLEX 414, as needed. All are welcome to attend. Meetings are hybrid. If you would like to attend via Zoom, please email Jill for the link.

- A reminder that all college governance groups should have an approved charter by the October 2023 deadline. 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 Koepfel 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.
- [The ACCJC published the new 2024 Standards](#). The 2024 Standards will be the basis for comprehensive reviews beginning in fall 2025. The first cohort of pilot colleges will be trained on the new Standards in fall 2023.

c. AdFac – Loyal Lebdeh

- Our union has been growing rapidly over the past few months. Over the past 2 years our membership went from 56 to 80%.
- Over the past 2 years we won full healthcare benefits (including family coverage), a 20% raise, paid office hours, an additional salary column and several other benefits. However, there is still work to be done.
- We are currently in negotiations regarding coach stipends.: For adjunct faculty who have coaching assignments. At this time, we identified there may be a need for a “coach stipends” for adjunct faculty in athletics, performing/ visual arts and communications. Growing our union membership will give us the power to win more. WE are also working to renew our healthcare agreement and improve adjunct faculty paid office hour to best support student success. We must stand united to win better pay, job security and to renew our healthcare agreement.
- Join us at Fullerton College’s Día De Los Muertos celebration in front of the library on Thursday, October 26th at 5 pm. We will have a table set up with giveaways, food and ofrendas. We will be honoring AdFac leaders and historic union figures who are no longer with us.
- Please follow us on Facebook and Instagram @ AdjunctFacultyUnited and visit our website: AdFacUnited.net where you can find our recent newsletter to learn more about our growing union

d. Associated Students – Arjun Ayyappan

e. CTE Liaison – Enrique Aispuro

f. Curriculum Committee - Joyce Peacock

Last Curriculum Meetings 9/19/23

- Reminder about Chair office hours – Tuesdays not in Curriculum, 2nd and 4th Tuesdays will be in CCCPLX-405
- Curriculum Specialist and Chair visited the BUS/CIS Division meeting for brief Curricunet training
- New certificates in ENGR for Mechatronics and THEA for Scenic Design.
- Work Experience Education Regulations Revisions.
 - a. Committee will review:
 - i. AP 4103 Work experience
 - ii. AP/BP 4225 Course Repetition guidelines

b. DCCC will develop:

i. Credit hour calculations AP/BP

2. [AB928 Associate Degree for Transfer Intersegmental Implementation Committee Findings, Considerations, and Outline Draft of Final Report Elements Version: August 2023](#) discussed at AB 928 committee meeting. Will meet at the end of November to finalize

ASCCC/CCCCO Dates

- Chair will attend [CTE Collaborative Events and Regional Consortium - Orange County](#) on September 21, 2023 at Orange Coast College
- AB 1111 update webinar - Chair attended. Key news was that they are requesting an extension for 2027. Not recorded because they are drafts.
AB 928 webinar – Chair will have attended and will share at senate. Will not be recorded.

g. **Cypress College Foundation - Damon de la Cruz**

h. **Distance Education – Samantha Simmons**

POCR

- **Information Workshops** - Will be holding Hyflex workshops on the following dates, all on Thursdays from 3-4:30 (not overlapping with Senate or DE committee):
 - [Zoom RSVP is in the flyer](#) come to the new CTX - CCCPlax room 406 - 3:00-4:30pm
 - **Oct 26**
 - **Nov 16**

If interested in getting an online course badged, please send your information to the Distance Ed team distanceed@cypresscollege.edu

- Feel free to self-enroll in the POCR Canvas Shell to get to know the process. <https://cypresscollege.instructure.com/enroll/G6AWTF>

Open Lab

- Tuesdays - 9-11am
- Wednesdays - 11-1pm
- Stop by LLRC 104 or make an [appointment](#)
- Self-enroll for the Resources for Continuing Instruction (RCI) Canvas shell to stay updated and share information. <https://cypresscollege.instructure.com/enroll/HMDECJ>

DE Committee Meeting

- Next meeting, Thursday, October 5, 3:00-4:30
- Get access to Agendas, Minutes and important DE Documents on the [DE Committee Sharepoint](#)
- All are welcome!

CVC Updates

- Going through UAT (User Acceptance Testing) with possible student registration scenarios.
- Very close to going live. Hopefully by next week we will officially be a [Teaching College](#).

- If anyone has any 8 week online courses starting on 10/16 and you do not see them on the CVC, please let Sam know.

Accreditation

- If you would like to schedule the DE Team to come talk to your Division about RSI, please let us know and we can schedule a visit. [Here is a Power Point slide](#) that gives an visual overview of RSI with examples.
- **RSI Policy** - Our accreditation peer review requires a Distance Education (DE) review. In Spring 2024, the peer review team will review a randomly selected group of asynchronous online classes from the semester prior to the comprehensive peer review (i.e., Fall 2023). The purpose of this review is to confirm that the College is fulfilling its institutional obligation to ensure regular and substantive interaction (RSI) according to our Academic Senate-approved RSI policy (attached below).
- To prepare for our DE review, please review and follow the [Cypress College RSI policy](#) stated in the [DE addendum](#).

If you have any questions about DE or RSI, please contact Distance Education at distanceed@cypresscollege.edu

i. Diversity, Equity and Inclusion Committee - Maha Afra

No Report

j. Guided Pathways Steering committee - Liana Koppel

- The Guided Pathways Steering Committee had its first meeting of the year on September 27, 2023.
- GP LiaisonThe Guided Pathways Steering Committee Charter was approved by PBC and PAC. The committee's website is now live.
- Kristina Oganessian presented on Starfish at the Steering Committee meeting. Please contact us if you would like to get a copy of the recording of the presentation when it becomes available.

k. Professional Development – Jane Jepson

- Professional Development will be providing a report to Academic Senate at the 2nd meeting in October.

l. Program Review and Department Planning- Myev Rees and Jill Bauer

- The Instructional Program Review Committee (IPRC) will meet on Mondays from 3:00 p.m. – 5:00 p.m. on the following dates this fall: 9/18, 10/16, 10/30, 11/6, 11/13, 11/27, 12/4.
- The following departments will undergo a full program review this year:
 - Chemistry
 - Communication Studies
 - Political Science
 - Counseling
 - Dance
 - Economics
 - Mathematics
 - Kinesiology
 - Psychology
 - Sociology

- Kristina Ogensian from Institutional Planning & Research sent all programs the program review form during the first week of the semester.
- All other departments will complete an annual update. Jill Bauer and Myev Rees, IPRC Co-chairs, sent instructions for the annual update to department coordinators and deans during the first week of the semester.
- Both program review forms and annual updates are due to deans on October 10th and to the IPRC on October 25th.
- As this is the first time we have completed the annual update, the IPRC welcomes feedback from faculty and deans on how to improve the form or the process.
- The IPRC revised the Specialized Instructional Program Review (SIPR) form. The following SIPR programs will go through full review in Spring 2024:
 - English Success Center
 - Math Learning Center
 - Supplemental Instruction
 - Tutoring

m. Student Equity and Achievement Committee - Alison Robertson

- Our next meeting is Wednesday, Oct. 4 from 3:30-5pm.
- SEA meetings are currently in Hy-flex mode:
 - CCCPLX-419
 - Zoom--please email sea@cypresscollege.edu for the link

Alison will be stepping down as faculty co-chair and Senate will be doing a call out for a replacement. See the job duties below:

SEA Faculty Co-Chair

Work with the Director of Student Equity and Success (Co-Chair) to facilitate the SEA Committee:

- Develop committee agendas and prepare for facilitation of meetings
- Review funding request alignment with ED Code and state guidelines
- Draft, review, assess and revise SEA Committee documents and plans

Act as SEA Committee Liaison to Senate:

- Attend Senate meetings regularly
- Develop (in coordination with the Co-Chair) and present SEA reports to Senate
- Report back to SEA regarding related Senate issues

Collaborate with and support the Director of Student Equity and Success on the following tasks:

- Interpret data on disproportionate impact, equity gap, success indicators, and Cypress student populations
- Develop (review research, interview colleagues across campus), write, revise, submit, and share a new SEA Plan
- Co-facilitate assessment of initiative impact for SEA narrative reporting
- Represent SEA, in coordination with the Co-Chair, in spaces across campus; participate in meetings with colleagues and campus groups, such as Guided Pathways and Professional Development, as needed
- Attend equity conferences and training

NOTE: we are still working on the SEA Charter, so we will have more specifics later this semester, particularly regarding terms of membership.

n. Student Outcomes Assessment - Jennifer Coopman

- Please complete Spring 2023 CSLO assessments. Kristina Oganessian is going to re-run the Spring 2023 report in a few weeks.
- The Fall 2023 data load has been completed in the eLumen production site. There is a new interface when Faculty log into eLumen with a to-do list. Faculty can select “Courses” to view the old interface. If there are multiple assessments showing for a course, Faculty only need to complete one assessment. Use the assessment with the most recently updated date in the title.
- The eLumen project is underway. This project includes 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). There have been some technical difficulties with the script applied to the test site (CSLOs not in the correct order in the assessments) and the eLumen team is working to fix the script to correct the inaccuracies.
- The SLO Committee met on September 25, 2023. Doug Sallade is the new CTE representative. The committee reviewed and discussed the updated Fall 2022 CSLO Assessment Status Report. The committee reviewed and discussed the Spring 2023 CSLO Assessment Status Report. The committee viewed and discussed the new eLumen interface. Faculty can select “Courses” to view the old interface. If there is more than one assessment, please complete the assessment with the most recently updated date in the title. An update was given on the CSLO assessment project in eLumen. The project should be completed in the next few weeks. There will be a new reflection template attached to the CSLO assessments. A document with instructions for how to find and add an assessment an eLumen has been downloaded to the RSLO Canvas course shell and added to the SLO Handbook. The committee reviewed the new layout for Department PSLOs in the Cypress College catalog. The committee reviewed the new layout for the Degree & Certificate PSLOs in the Cypress College catalog. Programs going through Fall 2023 instructional program review should be sure to complete/update their Department PSLO Mapping in eLumen. Programs going through Fall 2024 instructional program review should write PSLOs for all degrees and certificates in their department and pre-launch these programs (degrees/certificates) in Curricunet prior to the Spring 2024 pre-launch deadline. There are documents with instructions for writing Degree & Certificate PSLOs (a template is provided), and for how to modify a program in Curricunet. These documents can be found in the RSLO Canvas course shell. These guides are also in the SLO Handbook. The committee discussed and worked on the SLO Committee charter. The committee approved the charter draft. The next SLO Committee meeting is scheduled for November 20, 2023. If there are any Faculty interested in being SLO Coordinator in the future, please reach out to Jennifer Coopman.
- Updates were made to the Resources for Student Learning Outcomes (RSLO) Canvas course shell. Maintenance of the RSLO Canvas course shell is ongoing.
- 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.
- Beginning this semester, Fall 2023, the Degree and Certificate PSLO component will be included on the Instructional Program Review Form. All programs should pre-launch Degree and Certificate PSLOs in CurricUNET by the spring pre-launch deadline prior to their instructional program review. 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.

o. United Faculty- Christie Diep

p. President’s Report and Committee Appointments (15 min.)

Academic Senate President’s Report—9/28/23

Committee and Meeting Report Outs:

Committee appointments: none

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 Trustees Meeting:

BOT 9/26/23

- Chancellor's report. The Chancellor discussed and promoted the investiture events of Dr. Olivo. The BOT was present highlights from the economic impact analysis, which measures how an institution affects the local economy. The analysis was drawn from 2020-2021 data.
- BOT Minutes 9/12/23 were approved.
- There was a discussion about the Anaheim Boardroom remodel, which will address ADA compliance issues identified in the "ADA Transition Plan" and provide an updated sound/video system. The Board will be adding another student Trustee from NOCE, so more seating is needed on the dais. Architects presented two options. Option one provides more audience seating, but some resource staff would be relocated to the audience; there would be 18 seats at the dais. Option two removes some of the audience seating and creates more space on the dais. President Lopez expressed a desire for the dais to remain raised to distinguish the Board members from other resource members. He presented some questions about accessibility with the proposed plans. Trustee Bent suggested an alternative arrangement in which only the Board Members, Chancellor, and Recording Secretary would be seated at the dais. Vice Chancellor Fred Williams recommended that a subcommittee be formed to work with the architects since the plans will need to be approved by November to begin work in January 2024.
- It is projected that the remodel will take 1 ½ years to complete. There was a discussion about where to hold BOT meetings while boardroom renovation is underway. The proposal to hold meetings at Cypress/Fullerton in the rooms where the Academic Senates currently meet was not well received. The recommendation from the Board is to look at alternative meeting sites at local college districts to hold BOT meetings while the Anaheim boardroom is under construction.
- Comments HR
 - Open enrollment underway; employees can make changes until 10/13.

Council On Budget and Facilities (CBF):

- CBF has not met since the last meeting on 9/11/23.

District Consultation Council (DCC):

DCC 9/25/23

- Vice Chancellor of Finance and Facilities, Fred Williams, presented the *Proposed Budget and Financial Report* for NOCCCD 2023-24. He noted that we can expect to encounter a deficit beginning in 2025-2026 if we do not take measures to reduce operating expenses and/or increase revenues. Increasing enrollment will be the focus. He presented several scenarios (Appendix B of *Proposed Budget*) for on-going revenues/expenses that can address the future deficit. These options will be considered to address budget deficits beginning in 2025-2026 (see pages 33-34 of the Proposed Budget).
 - Increase FTES – Scenario 2 includes a 4% growth rate for the following five years; this would have a significant impact starting in 2027-28

- Limited filling of vacant positions – Scenario 5 shows the budget if we strip out existing vacant positions (\$10 million)
 - No or limited pass through of COLA for salaries – Scenario 3 shows the effect of not passing on future COLAs, this keeps us out of a deficit position
 - Contribution from the Retiree Benefit Trust – Up to \$5.6 million per year
 - Consider an early retirement incentive to lower salary costs by not filling positions and lowering salaries for the positions that are replaced - TBD
 - Reduce non-essential expenditures - TBD
 - Start collecting fees for services such parking and EV Charging Stations - \$2 million per year
- Following the budget presentation, there was a discussion about the need for a prioritization process for manager positions. Jeremy Peters noted that the budget reflects a loss of 51 faculty positions over the last 7 years; whereas there have been 18 new manager positions created. And the ratio of managers to employees seems high; there is 1 manager for every 10 full-time employees.
 - Changes to BP/AP 2015 were approved. The BP/AP was amended to include the addition of a NOCE Student Trustee to Board of Trustees.
 - BP 3830 “Flying of National, State, and Commemorative Flags.” A work group (including Jennifer Rodriguez, Damon de la Cruz, and Kai Sterns) was established to review the feedback gathered from the various constituent groups and to make recommendations for changes.
 - BP/AP 4021, Educational Program Discontinuance. A work group (including Jennifer Coombs, Jennifer Carey, Kathleen McAlister, Kai Sterns, a representative from United Faculty) was established to review BP/AP examples from other institutions and to identify individuals who should be involved in the approval process and specific areas to update/amend.

Planning and Budgeting Committee (PBC):

PBC 9/21/23

- Several committee charters were approved: Charger Assessment Team, Accreditation Steering Committee, Instructional Program Review Committee, Curriculum Committee, Commencement, and Academic Senate.
- Bryan Ventura presented a review of the Institution set standards.
- Bryan Ventura presented a Strategic Plan Evaluation Review 2021-2022 to 2022-2023. He provided a link to the current plan; faculty are encouraged to look at the plan goals and contribute to the “evidence of progress highlights.” The document is editable: https://cypresscollege-my.sharepoint.com/:w:/g/personal/bventura_cypresscollege_edu/EUehY4F8rQxMvE0gvXD25dEBJuildYEtOYpwxxqkYM1fIA?e=N0gk0A
- Bryan Ventura presented a proposal to extend the Cypress College Strategic plan for an additional year (2024-2025) to align with the planning cycles of sister colleges. The campus-specific plans end a year prior to the short-term Districtwide Plan to ensure integration and alignment of the campus strategies with the districtwide plan. This will also allow the College to address ACCJC recommendations as part of the strategic

plan.

https://www.canva.com/design/DAFvASRfztA/64rwcDHCuFQG0oWWXVRaxQ/view?utm_content=DAFvASRfztA&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink

- Stephen Schoonmaker presented the results of the classified staff prioritization (2022-2023). There were 11 requests. Five positions were filled through grants or transfers. Two positions are being staffed by Professional Experts. Three remain unfunded.
- Stephen Schoonmaker gave a 2023-2024 budget overview/summary (see notes above).

President Advisory Committee (PAC):

PAC 9/28/23

- PAC meets before Senate. I will provide an update during our meeting.

Other Business

IX. Adjournment

Joel Gober made the motion to adjourn at 5:45. The motion passed.

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

Topic: Academic Senate

Time: Sep 28, 2023 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://cypresscollege->

[edu.zoom.us/j/86547679029?pwd=nzq8MNFSyTzPWN78h1vMQmGGxzk2RI.1](https://cypresscollege-edu.zoom.us/j/86547679029?pwd=nzq8MNFSyTzPWN78h1vMQmGGxzk2RI.1)

Meeting ID: 865 4767 9029

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Meeting ID: 865 4767 9029

Find your local number: <https://cypresscollege-edu.zoom.us/j/86547679029>

CC ACADEMIC SENATE 2023-24

ACADEMIC SENATE OFFICERS		
President:	Kathleen McAlister	x
Past President:	Damon de la Cruz	x
President-Elect:		
Secretary:	Jaclyn Magginetti	x
Treasurer:	Giovanni Magginetti	x
Curriculum Chair:	Joyce Peacock	X
IDEAA Ombuds:	Michael Brydges	x
Senators: Please indicate departure time if you leave before adjournment.		
Academic Senators		
Business/CIS 1	Kathleen Troy (T2, Y1)	x

Career Technical Education 1	Jacqueline Aguet (T1, Y2)	x
Career Technical Education 2	Enrique Aispuro (T1, Y1)	x
Counseling 1	LaRon Armstead (T1, Y1)	
Counseling 2	Daniel Pelletier (T3, Y3)	x
Fine Arts 1	Donivan Howard (T1, Y1)	
Fine Arts 2	Aydiraneth Ortiz (T1, Y2)	x
Health Science 1	Michael Frianeza (T3, Y1)	x
Health Science 2	Vacant	
Health Science 3	Sally McNay (T1, Y2)	x
Language Arts 1	Samantha Simmons (T1, Y1)	x
Language Arts 2	Karen Le Cornet (T1, Y2)	x
Language Arts 3	Alison Roberts (T3, Y2)	x
Library/Learning Resource Center 1	Leslie Palmer (T2, Y1)	Left at 5:00 PM x
Kinesiology:	Sergio Cutrona (T2, Y2)	x
Science/Engineering/Math 1	Joel Gober (T2, Y1)	x
Science/Engineering/Math 2	Christina Plett (T2, Y1)	x

Science/Engineering/Math 3	Sylvia Paek (T1, Y1)	x
Social Science 1	Hilary Reuter (T1, Y1)	x
Social Science 2	Jaclyn Magginetti (T3, Y1)	x
Adjunct Faculty Senator 1	Layal Lebdeh (T2, Y2)	×
Adjunct Faculty Senator 2	Giovanni Magginetti (T1, Y2)	x
Adjunct Faculty Senator 3	Kasim Alimahomed (T1, Y1)	x
Liaisons		
Associated Students	Arjun Ayyappan	
Diversity, Equity and Inclusion	Maha Afra,	x
Campus Technology		
CC Foundation:	Damon de la Cruz	
Program Planning and Review	Myeb Rees & Jill Bauer	
Professional Development	Jane Jepson	
United Faculty	Christie Diep	
Student Equity and Achievement Committee	Alison Robertson	x

Student Learning Outcomes	Jennifer Coopman	
AdFac United	Layal Lebdeh	x
Accreditation	Jill Bauer	x
CTE Liaison	Enrique Aispuro /Paul Kelley	
Distance Education	Samantha Simmons	x
Basic Skills		
Guided Pathways	Liana Koeppel	x
GUESTS		
Name:	Steven Estrada	Ruth Guterisz
	Donny Jackson	Kathllen Reiland
	Jenelle Herman	Simon Brown Thunder
	Craig Groalski	