



Cypress College Academic Senate

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 (i.e., [10 + 1](#)).

Minutes: September 24

Future meetings: 10/8, 10/22, 11/5, 11/19, 12/3, 12/10, 2/11, 2/25, 3/11, 3/25, 4/8, 4/22, 5/13, 5/27

Roll Call:

Academic Senate Officers

President: Jaclyn Magginetti	X
President-Elect: Karen Le Cornet	X
Past President: Vacant	
Secretary: Jill Bauer	
Treasurer: Monica Doman	X
Curriculum Chair: Joyce Peacock	X
IDEAA Ombuds: Michael Brydges	X

Academic Senators

Adjunct Faculty Senator 1: Shelby Poor (Y1, T1)	X
Adjunct Faculty Senator 2: Zachary White (Y1, T2)	X
Adjunct Faculty Senator 3: Sarah Queneau (Y1, T1)	X
Business/CIS 1: Kathleen Troy (T3, Y2)	X
Career Technical Education 1: Kurt Beu (T1, Y2)	X
Career Technical Education 2: Vacant	
Counseling 1: Alan Reza and Eva Palomares (T1, Y2)	X
Counseling 2: Brianna Gonzalez-Harwell (T1, Y1)	X
Health Science 1: Thu Pham (T2, Y2)/ Beena Eapen (T2, Y2)	X
Health Science 2: Rose Kirby (T1, Y1) /Brenda Toy (T1, Y2)	X
Health Science 3: Cynthia Acosta (T1, Y2)	
Kinesiology: Felicia Hall (T1,Y1)	X
Language Arts 1: Samantha Simmons (T2, Y1)	X
Language Arts 2: Vacant (T1, Y1)	
Language Arts 3: Jill Bauer (T1, Y1)	X
Library/Learning Resource Center 1: Monica Doman (T2,Y1)	X

The [agendas](#) for all Cypress College Academic Senate meetings can be found on the Cypress College Academic Senate webpage. 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.

Science/Engineering/Math 2: Joel Gober (T3, Y2)	x
Science/Engineering/Math 2: Vacant (T1, Y1)	
Science/Engineering/Math 2: Ron Armale (T2, Y2)	x
Social Science 1: Vincent Romo (T1, Y1)	x
Social Science 2: Jason Thibodeau (T1, Y1)	x
Visual and Performing Arts 1: Janet Owen Driggs (T1, Y2)	x
Visual and Performing Arts 2: Aydinaneth Ortiz (T3, Y1)	x

Liaisons

Accreditation: Jill Bauer	
AdFac United: Zacharay White	x
Associated Students: Josue Coslaya	x
Campus Technology: Vacant	
Classified Senate: Lisa Hoang and Bree Rios	x
CC Foundation: Damon de la Cruz	
CTE Liaison: Vacant	
Distance Education: Samantha Simmons	x
Diversity, Equity and Inclusion: Michael Brydges	x
IPLOR: Sarah Jones and Keith Vescial	
Guided Pathways: Vacant	
Professional Development: Jaqueline Aguet	
Student Equity and Achievement: Jenelle Herman	
Student Learning Outcomes: Abigail Awad	x
United Faculty: Steven Estrada	

Guests: Treisa Cassens, Jolena Grande, Randy Martinez, Marbelly Jairam, Terri Long, Luis Gonzalez

I. Establish Quorum and Acknowledge Alternates

Meeting called to order at 3:03 p.m. There were no alternates.

II. Adoption of the Agenda

Joel Gober moved to approve the agenda with an amendment: Faculty Issues New Business C removed. Motion passed.

III. Approval of 09/10/26 Minutes

Sam Simmons moved to approve the 09/10/26 minutes; motion passed.

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

A. Senator Alan Reza read a statement from the Counseling Division.

Counseling faculty would like the Academic Calendar Workgroup to consider the impact that continuing to move the end of the spring semester later (particularly into June has on Counseling faculty).

Under Section 6.4.4 of our CBA, Counseling faculty are entitled to six consecutive weeks of time off. When the spring semester is extended further into late May or June, it becomes increasingly difficult for Counseling faculty to schedule those six consecutive weeks without pushing our time off into the next academic year. Unlike instructional faculty, Counseling faculty have year-round responsibilities and limited windows in which this contractual time can realistically be scheduled.

For this reason, we strongly encourage the workgroup to maintain a spring calendar that allows Counseling faculty to conclude their academic-year obligation no later than the last week of May. Our preference would be to conclude the week prior to Memorial Day, as we have been able to do under previous calendars.

I would also ask the workgroup to consider why winter intersession cannot begin in December and conclude in January, allowing the spring semester to continue beginning during the first week of February. Structuring the calendar in this manner could help preserve the existing spring timeline rather than continually moving the semester later into the year.

This is more than a preference regarding the academic calendar. For Counseling faculty, the placement of the spring semester directly affects our ability to exercise the six consecutive weeks of time off provided for in the CBA. If the calendar continues moving later, there is eventually no reasonable place within the academic year for Counseling faculty to schedule that six-week period.

We ask that the workgroup specifically examine the calendar through the lens of Counseling faculty assignments and Section 6.4.4 of the CBA before recommending approval of the current proposed district academic calendar. The calendar should be structured in a way that allows all faculty groups to reasonably exercise the contractual provisions available to them.

- B. Guest Jolena Grande distributed materials from the State Chancellor's Office regarding the accelerated bachelor's degree (120 to 90 units) that the Curriculum Committee will be discussing before it is brought to the Senate. There are workforce implications for students in certain disciplines that are credit worthy. She asks that the Senators review the materials and that the Senate consider support for the accelerated degree.
- C. Adjunct Faculty Senator Zachary White informed the Senate of the need for two adjunct faculty to represent them at the President's Advisory Cabinet (PAC), a paid position, and the Distance Education Committee, which is unpaid. He will also send a direct callout to all adjunct faculty.

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

- A. Senator Jason Thibodeau announced that Professor Craig Goralski will be presenting on *The Ethics of Exhumation*, the first talk in the Social Sciences Lecture Series. It addresses how human remains are handled especially when they are anonymous. The event is on Wednesday, September 30th at 2:30 in CCC-PLEX 216.
- B. Senator Aydinaneth Ortiz announced two events at the Art Gallery and Photo Gallery on Thursday, October 1st from 6-8 p.m. They will have refreshments. The exhibition at the Photo Gallery is an alumni show, *Together again for the first time*.
- C. Senator Janet Owen Driggs announced that the Art Gallery exhibition is called *When We Were Young* celebrating the sixtieth anniversary of Cypress College. It will feature films, shorts, stories, and various objects.
- D. President Elect Karen Le Cornet announced the World Language Preview Day on Thursday, October 1st from 12:00-1:30 p.m. at the Language Exchange Center in HUM-110. Karen Le Cornet and a career counselor will present on the career benefits of studying a language, including higher earning potential, global opportunities, and skills employers value.

VI. Faculty Issues – Unfinished Business

A. New State Standard for LTC Costs (15 minutes)

Monica

Doman and Treisa Cassens

The vote on the motion to approve \$30 as the new LTC definition was postponed from the previous meeting to allow for the presentation of additional information on the proposed change's impact. Treisa Cassens, Dean of L/LRC, and Librarian Monica Doman presented the requested information to the Senate.

Senator Doman presented bookstore data on textbook costs and the potential impact of reducing the College's LTC threshold from \$40 to \$30. 67% of Cypress College courses cost more than \$40; numbers are based per book, and some courses require more than one book. 45% of our sections are between \$30-\$40. 35% (317 sections) are \$35 or less.

Dean Cassens clarified that the California Virtual Campus (CVC) uses \$30 as the LTC threshold; Cypress courses above \$30 would not appear as LTC in the CVC. LTC and ZTC designations are also reported to the state through MIS data.

Senator Sam Simmons noted that Language Arts faculty have worked with publishers to reduce textbook costs to approximately \$40 and questioned the significance of the \$10 difference compared with courses whose materials cost \$200–\$300.

Dean Randy Martinez shared concerns raised by Psychology Department regarding faculty efforts to reduce textbook costs while maintaining appropriate course materials for in-person and distance ed courses. Lowering the threshold could remove the LTC designation from courses only slightly above \$30 and affect students across Psychology and other Social Sciences disciplines (about 2000 students).

Senator Kathleen Troy noted that Business/CIS faculty had worked extensively with Cengage to secure a \$39.99 textbook price while maintaining a quality textbook.

Senator Jason Thibodeau asked how courses would be affected if Cypress did not adopt the \$30 threshold. Dean Cassens clarified that courses above \$30 would not be displayed as LTC under the statewide standard, and only four Cypress courses would appear with the LTC designation in the CVC, potentially affecting entire departments.

Senator Michael Brydges asked whether courses could still be identified locally as LTC even if they were not displayed as such in the CVC.

Senator Joel Gober asked whether Cypress could establish its own designation. Dean Cassens clarified that LTC and ZTC are the designations adopted by the District.

Discussion focused on balancing alignment with the statewide \$30 threshold with recognizing faculty efforts to provide lower-cost instructional materials.

President Jaclyn Maginetti sought approval for the motion. The motion did not pass; all Senators voted against it.

VII. Faculty Issues – New Business

A. Strong Workforce Program & Perkins Funding Process (20 minutes) Jaclyn Maginetti, Luis Gonzalez, and Marbelly Jairam

Vice President of Instruction Luis Gonzalez and Interim Director of Career Technical Education (CTE) Marbelly Jairam presented a first reading of the revised Strong Workforce Program & Perkins funding process for Senate review.

VPI Luis Gonzalez provided background on the funding sources. The Strong Workforce Program (SWP) is a state-funded program supporting CTE programs as established by law in 2016. Annually, Cypress College receives slightly over \$1 million for SWP, and slightly under \$1 million for Perkins. Funding has primarily supported CTE equipment and instructional supplies, given the high cost of operating CTE programs.

VPI Gonzalez reviewed the rationale for revising the process and following discussion with the workgroup. The proposed process would prioritize equipment and instructional supplies, with remaining eligible requests considered as funding allows.

Director Marbelly Jairam presented the revised application and rubric. The application is largely based on information previously requested and state requirements. The type of request and departmental ranking/prioritization are new. In the new application, each department's self-identified priorities will help inform funding decisions.

President Maginetti asked if the new application was connected to Program Review, and Director Jairam confirmed that it is.

Director Jairam explained that that the new application expands reviewers to include CTE TOP Code department coordinators and deans, a revised scoring rubric (5, 3, 0 points), with a goal to obtain broader feedback when evaluating requests.

Senator Rose Kirby requested clarification regarding how requests would be ranked.

Senator Janet Owen Driggs asked about departments that had historically received funding but did not receive it in the most recent cycle. VPI Gonzalez clarified that requests were assessed based on information submitted in the application.

Senator Felicia Hall raised concern that prioritizing equipment could disadvantage CTE programs without significant equipment needs, including programs needing support for certification preparation, training, or content development.

Acting Dean of CTE Terri Long noted concerns raised by the Board of Trustees regarding PE contracts funded through the program and the number of faculty with PE contracts.

Senator Michael Brydges moved to extend time 10 minutes. Senator Jason Thibodeau opposed; motion passed.

Senator Hall asked what prompted the proposed changes. VPI Gonzalez explained concern that limited funding had supported items such as PE contracts while some CTE equipment needs remained unfunded; the proposed process would give equipment greater priority.

Senator Sam Simmons requested clarification regarding allocation/apportionment and the funding process.

Senator Michael Brydges asked whether professional development or training associated with new equipment could be funded, such as training faculty/students to use specialized equipment.

Senator Joel Gober asked whether equipment service contracts could be funded. VPI Gonzalez indicated that the process would need to account for these types of needs.

VPI Gonzalez requested Academic Senate feedback, particularly from departments directly affected by the proposed changes.

President Magginetti asked senators to share the proposed process with their constituents, particularly affected CTE programs, and present feedback for future Senate discussion.

B. Senate By-Laws Revision (20 minutes)
Brydges, Aydinaneth Ortiz, and Zachary White

Michael

Senators Michael Brydges, Aydinaneth Ortiz, and Zachary White presented the proposed revisions, including:

- Formatting/accessibility improvements, page numbering, and correction of typos.
- Updating IDEA to IDEAA.
- Clarifying language regarding expenditures “authorized by the Academic Senate,” including the respective roles of the Senate and Treasurer.
- Consideration of language regarding an Ethics Committee.

President Jaclyn Magginetti asked whether the By-Laws adequately address joint collaboration when issues involve overlapping areas of purview.

Discussion occurred regarding the Secretary position and voting status:

- Guest Jolena Grande noted that changing the Secretary’s status may require a constitutional amendment and that the By-Laws identify the Secretary as responsible for maintaining the record.
- Senator Joel Gober supported having the Secretary not be a Senator in order to participate fully in Senate discussion.
- Senator Jason Thibodeau asked about using a designated note taker, similar to other governance bodies like the Board of Trustees.
- Senator Michael Brydges noted that the current responsibilities may make it difficult to recruit a Secretary.

President Magginetti requested further clarification of the Ombuds position, including its duties and expectations.

Senator White reviewed the related ASCCC description.

Senator White noted that many proposed revisions are editorial or procedural, including accessibility improvements and removal/update of outdated processes.

President Magginetti raised changing “shared governance” to “participatory governance” for consistency with terminology being proposed elsewhere in college governance documents.

Senator White raised the need to review the adjunct faculty senator selection/election process.

- President Magginetti proposed reviewing the election timeline for Senate Executive Committee positions and senator appointments, including beginning the process earlier in the semester.

President ended discussion and asked Senators to review the proposed By-Laws revisions and discuss the proposed election timeline changes with their divisions before the item returns for further consideration.

~~C. Dual Enrollment Annual Report (20 minutes) ————— Jaclyn Magginetti and Stephanie Teer~~

~~Information Item: Director of Dual Enrollment, Stephanie Teer, will provide an update of enrollment growth, success rates, pathways and information on new districts participating with Cypress College.~~

VIII. Special Reports

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

President Jaclyn Magginetti submitted the following report:

President's Report Sep 24th

- NOCE curriculum committee chair is bringing an action item to the Senate to support a request for a faculty co-chair for DCCC on October 6th.
- President Purtell and President Patrick-Norng will be coming to Senate on November 19th to talk about the data gathering happening around NOCE becoming a college.
- CBF would like to discuss some hard-hitting questions, and they are asking us to talk to our constituents. The questions are: What expenditures budgeted with Carryover are operationally critical or used to cover permanent positions (e.g., parking transfers, health services transfers, etc.)? When a grant, categorical, or other restricted program spends more than its award allocation, the overspend amount is absorbed by the campus's Carryover fund. Considering carryover dollars are declining, what should be the districtwide approach to spending these resources? Some are direct financial aid. It is possible there may be less carryover funds available at the end of the fiscal year. Assuming operationally critical expenditures are budgeted first, how should all other expenditures currently budgeted with Carryover be prioritized in 2027-28?

Below is the Tentative Fall 2027 FON Allocation by Campus and the FTEF needed by Campus for compliance. The split between Cypress (44.89%) and Fullerton (55.11%) was based on Credit FTES at 2025-26 Annual. The total FON for fall 2027 will be revisited after P1 and after P2. The split between Cypress and Fullerton will also be updated with 2026-27 Credit FTES after P1 and after P2.

	Cypress	Fullerton	NOCE	Total
Advance FON	241.6	296.6	10.0	548.2
Filled Positions	224.0	290.0	9.0	523.0
Late Retirements	0.0	0.0	0.0	0.0
“Early Calc” FTEF needed to meet FON	17.6	6.6	1.0	25.2

Cost

- Estimated cost of 1 FTEF is \$200,000 based on 2026-27 position control.
- Estimated **cost of hiring 26 FTEF is \$5.2 million (Ongoing).**

es

- The Class Size Planning & Resource Document Committee looked at the contract and how DCCC and the Curriculum committees work within the contract, and the good things that the document has and the pitfalls

Council on Budget and Finance

09/14/26

- Expect to be in compliance with the Fall 2026 FON.
- Looking ahead to Fall 2027, the Compliance FON for Fall 2027 will be the lower of the Advance FON and P2 FON. The Advance FON is 548.2. P2 FON will be known in June 2027. The District’s FON could drop if there is a state deficit factor included at P2 or there is a decline in Credit FTES.
- Cypress head count is 16169, down 3.6%. FTFS 575.9, down 2%. Our fill rate is up 13.2 FTES/FTEF. 68 fewer sections. We are adding late start classes.
- What expenditures budgeted with Carryover are operationally critical or used to cover permanent positions (e.g. parking transfers, health services transfers, etc.)?
- When a grant, categorical, or other restricted program spends more than its award allocation, the overspend amount is absorbed by the campus’s Carryover fund. Considering carryover dollars are declining, what should be the districtwide approach to spending these resources? Some are direct financial aid.

•It is possible there may be less carryover funds available at the end of the fiscal year. Assuming operationally critical expenditures are budgeted first, how should all other expenditures currently budgeted with Carryover be prioritized in 2027-28?

IECC Committee Meeting 2026-2027 (Institutional Effectiveness Coordination Council)

09/21/26

- Districtwide Strategic Plan 2022-2026 Progress Report
- Districtwide Employee Climate Survey will take place In Spring
- We are moving to a new Banner system, so we will not be able to do the drop survey as I proposed. We are looking into fixes.
- It is being suggested that we change the terms from shared governance to participatory governance in the AP's and BP's.

PBC. Karen Le Cornet

Quorum not met

- No agenda/minutes approval or action-item votes
- Information and updates only
- 1. Collegiality in Action Training Review
 - Training clarified “participatory governance” as more accurate terminology
 - Faculty, staff, and students have the right to “participate effectively” in district and college governance
 - Title 5: faculty, staff, students have right to “participate effectively” in governance/decision-making process
 - Ed Code § 70902(b)(7)
 - Governance Handbook to be updated with consistent terminology
 - Accreditation team had previously recommended this clarification
 - BPs/APs currently use inconsistent terminology → Brian to follow up
 - Faculty 10+1 and student 9+1 have different roles/authority
 - Language changes to move through governance groups (PBC, PAC, Senates, Associated Students)
- 2. PBC Charter / Membership
 - PBC Harter Draft 2026
 - Draft reviewed only — no approval without quorum
 - Proposed change: Associated Students reps 3 → 1
 - o Typically only 1 student rep; participation/attendance inconsistent
 - o Reduction would not limit students’ ability to participate in discussions
 - Charter revisions will move through governance approval process
 - Bryan asking us to review draft and share with constituent groups and submit comments

3. 2025–2028 Strategic Plan Evaluation

- Year 1 draft reviewed; not exhaustive
- Goal: improve follow-up/reporting after plans are approved
- KPIs organized by area and color-coded:
 - o Green = improving
 - o Blue = stable
 - o Reddish-orange = needs monitoring
- Example of KPI to monitor: transfer-level English & Math completion
 - o Fall 2024: 23.3% → Fall 2025: 19.6%
 - o KPIs can lead to discussion of solutions: possible additional supports? (e.g., peer tutoring)
- Bryan recommends we each review our respective areas in the Plan and provide comments within the next month
- Final version → committee approval process → posted online

PAC Notes, 9/27

1. President's Update

- a. Bellwether Award Application (I looked it up)
 - Paul de Dios and Brittany and others submitted application (talked about our equity initiatives)
 - award recognizing innovative work at community colleges
 - podcast will be available later (?)
 - good way to represent our college and district (why we are one of the best)

2. VP Administrative Services Update

- a. Great Shake Out, Oct 15th 10:00am
 - purpose is to check emergency services response
 - should receive emails from Admin services soon along with other information

3. VP Instruction Update

AS OF: 09/24/26

	Headcount	FTES	Fill Rate
Fall 26	16266 (-3.31%; 556)	5781.0 (-1.73%; 101.7)	92.8% (+0.8%)
Fall 25	16822	5882.7	--%

- 63 fewer sections Fall 2026 vs Fall 2025
 - o Fall 25 FTES/FTEF Ratio or Efficiency: 12.9
 - o Fall 26 FTES/FTEF Ratio or Efficiency: 13.3

a.

- Head count is lower than this time last year, down 3.305%, 16,266
- FTEs is also down compared to last year, but our fill rate is up (98.2%)

- Our efficiency rate is up from last year, 12.9 > 13.3
- Courses filling up at better rate, but we are offering fewer courses than last year
- We can be more aggressive in spring to address reduction in fall
- b. Class schedule is live for spring so students can see what is being offered.
- c. First department coordinator's meeting on Zoom tomorrow

4. VP Student Services Update

- a. Fall 2026 Newsletter was just sent (email)
- b. Connect to Cypress on November 3rd
- Workers will be given a wrist band for free In-N-Out burgers

5. Campus Communications

- a. 60 Years. One Cypress
- b. October 1st, CC Art Gallery, When we were very young
- c. October 2nd, VAPA Building Opening
- d. President's newsletter coming up next week?

6. Institutional Research and Planning Update

- a. IEPI Visit #1 on Friday, 10/2
- b. Documents sent by Mercedes
- c. Starfish to Navigate 360 migration, \$200k funding

7. Classified Senate Report

- a. Outside consultant did the study and another outside consultant compared results/data with surrounding college districts
- b. Jobs Report indicated 64 positions need salary increase
- c. Classified will vote on recommendations on 11/1

8. Associated Students Report

- a. Community garden has more plants including lettuce and bell peppers
- b. Plants planted were those that the Food pantry can use
- c. Student Engagement Event 9/23, 4-6pm, was successful –students made new connections

B. Curriculum Committee – Joyce Peacock (3 minutes)

No report.

C. Instructional Program Review – Sarah Jones and Keith Vescial (3 minutes)

No report.

D. Student Learning Outcomes Assessment – Abigail Awad (3 minutes)

No report.

E. Distance Education – Samantha Simmons (3 minutes)

Distance Education Coordinator, Sam Simmons, submitted the following report:

- Please share relevant info from [Distance Education Committee](#) with your departments and divisions.

Resources

- [Resources for Online Instruction](#) – Canvas Shell for information about Accessibility, Canvas Integrations, Troubleshooting, Help Guides, and Video Demonstrations.
- Important Docs, Key Messages, Public and Meeting Info are in the [Distance Ed Committee Sharepoint](#) (need Cypress College Email)
- [Distance Ed Committee Canvas Shell](#) - for Committee Members or interested faculty

Fall 2026 - Spring 2027 meeting dates, membership

- **Meetings** - First Thursdays of the month 3-5pm LLRC 115 and on Zoom
- October 1
- November 5
- December 3
- February 4 (In Person)
- March 4
- April 1 (Cancelled – Spring Break)
- May 6
- ***Membership** – Need Representatives from Social Sciences and Adjunct Faculty. Please email distanced@cyresscollege.edu if you would like to participate.

Fall OTT

- Fall OTT is currently **full**. Week 0 – Orientation begins Friday, September 25.

District Technology Committee

- **AP3720** - Please Read and make comments - [AP3720 \(Administrative Policy re: Computer and Electronic Communication Systems\)](#) had first review at committee. Contact Sam Simmons (ssimmons@cyresscollege.edu - DE rep) or Samanta de Frutos Garcia (sdefrutosgarcia@cyresscollege.edu - Senat rep) with comments.
- **ACCM** - District is working with the CCC Accessibility Center to participate in the [ACMM, Accessibility and Capability Maturity Model](#) to help inform and guide the

District through the upcoming Accessibility deadline. Please see the [following schedule](#) if you would like to participate.

Canvas

- **Pronto:** Pronto will be discontinued by the end of December. The price increased threefold and can no longer afford it. If you are interested in helping save Pronto, please join the [Pronto Salvation Campaign](#) that has started in order to come up with ideas for funding.

AI

- **Microsoft CoPilot** – has been officially rolled out by NOCCCD as part of its ongoing integration of Microsoft 365 AI tools (this includes Outlook, Teams and Microsoft Suite (Word, Excel and PPT).
- **Nectir** - (Course Assistant) - FERPA Compliant
- The California Community Colleges Chancellor's Office (CCCCO) has partnered with [Nectir AI](#) to provide a fully funded, free AI pilot expansion across the California Community Colleges network
- Please share the [Nectir Request for Access](#) with parties interested in how to integrate an AI course assistant into Canvas courses.
- **Playlab** - FERPA Compliant
- [Playlab](#) The [California Community Colleges \(CCC\) Chancellor's Office](#) has partnered with [Playlab AI](#) to bring custom, code-free artificial intelligence tools and training to all system colleges **Every California Community College has its own private, secure Playlab workspace:**

Workshops and Professional Development

- @ONE – Free self-paced courses and training videos for Accessibility, AI and Design CVC @ONE Training - [Here is the information about offerings](#) - - Fall 2026 dates
- CVC – Webinars [Current CVC @ONE Webinars](#)
- CCC Chancellor's Office –
- [Systemwide Webinars](#)
- [AI Professional Development and Learning Opportunities](#)

Accessibility

- Your Distance Education Committee Representative has discussion items for your division to discuss.
- [UDOIT](#) is our built in Canvas tool for a course's Accessibility Review. See Professional Development below for upcoming trainings and workshops.
- If any Division or Department would like an overview and hands-on workshop, please let a member of the DE team know.

Accessibility Workshops

- [Cidilabs](#): Faculty/Canvas
- UDOIT - September 23; October 14, 28 (Accessibility Checker in Canvas)
- TidyUp - Sept 24; October 27 (File organizer/deleter in Canvas)
- CVC @ONE: Faculty/Canvas
- [Self-paced Accessibility Courses](#) - Free
- [Creating Accessible Course Content](#) - Free 3 unit course (40 hours) - September 28-Oct 25; Sept 26-Oct 25; October 26-November 22
- [WebAIM](#): Accessibility Training (\$\$) Hosted training in person and virtual
- [CCCAC - California Community Colleges Accessibility Center Trainings](#)
- [WebAIM Document Training Acrobat, Word and Power Point](#) (Free with valid CCC email) - Cohorts begin every Monday; 60 Days to complete
- Micro Courses that take 20 minutes. Topics include Social Media, PDFs, Assistive Technology, Alternate Media, Accessibility Basics
- ADA Title II: What Educators Need to Know Series (Systemwide Accessibility Webinar) [Register for CCCCCO Systemwide Webinars](#)

F. Associated Students – Josue Coslaya (3 minutes)

Associated Student Liaison Josue Coslaya shared that the Campus Garden now has more plants, including lettuce and bell peppers. Next semester, AS will be moving meetings from to Fridays because they are having trouble with meeting quorum.

G. United Faculty- Steven Estrada (3 minutes)

No report.

IX. Written Reports

A. Academic Senate Treasurer's Report – Monica Doman

Treasurer Monica Doman submitted the following report:

Summary by category as of 9/14/2026:

Travel & Conference – Employees: \$1435.71

Group Plan & Operational Meetings: \$436.20

Available Senate budget: \$19,128.09

B. Accreditation and Institutional Effectiveness - Jill Bauer

No report.

C. Adjunct Faculty United – Zacharay White

No report.

D. Campus Technology Committee – Vacant
No report.

E. Classified Senate – Lisa Hoang and Bree Rios
No report.

F. CTE Liaison – Vacant
No report.

G. Cypress College Foundation - Damon De La Cruz

Damon de la Cruz submitted the following report:

The Golf Tournament netted \$214K.

H. DEIAA – Michael Brydges
No report.

I. Guided Pathways Steering Committee – Vacant
No report.

J. IDEAA Ombuds - Michael Brydges
No report.

K. Professional Development Committee – Jacqueline Aguet

Professional Development Jaqueline Aguet submitted the following report:

1. [PD Goals](#)- The goal that needs quick view is the Possible creation of a tri-chair PD model.

This document outlines the five primary professional development goals for the academic year.

Goal 1: Implement a newly finalized funding scoring rubric to evaluate conference and travel proposals to ensure equitable resource distribution.

Goal 2: Finalize FLEX Day programming, which includes collaborating with Fullerton College and securing presentations and a keynote speaker (Laurie Inman) for Spring 2027.

Goal 3: Manage departmental transitions by shifting to a collaborative "tri-chair" leadership model while ensuring everyday support and services continue without disruption.

Goal 4: Align workshop offerings, Center for Teaching Excellence (CTX) programming, and new employee onboarding with the core priorities of the 2025-2028 Strategic Plan: Enrollment, Wellness, and Belonging.

Goal 5: Improve communication and resource accessibility by centralizing meeting documents and the new funding rubric on SharePoint or the college website.

2. [Charter](#) – If the tri-chair PD model is approved, our charter will be updated to reflect those changes.

This file is a draft of the Professional Development Committee (PDC) Charter, last revised on April 27, 2026.

It defines the PDC as a shared governance committee responsible for coordinating and supporting professional growth opportunities, such as FLEX Day, technology training, and wellness activities for Cypress College employees.

The charter outlines the committee's decision-making authority, establishing its power to approve professional development funding requests and coordinate campus events using a shared leadership model.

It specifies the required committee membership composition, detailing the appointment processes and term lengths for faculty, classified professionals, managers, and student representatives.

The document establishes meeting procedures and guidelines, emphasizing a consensus-based approach to decision-making and requiring all committee materials and records to be accessible and transparently communicated to the campus.

3. [Committee Members](#) – Our committee member roster has been updated. We are still missing a full-time faculty, a classified and a manager representation.

This document is the member roster for the Professional Development Committee for the 2026-2027 academic year.

It lists the names, committee roles, job titles, and term expiration dates for the current members, including Jacqueline Aguet as the Coordinator/Chair.

The roster identifies three current vacancies on the committee: one full-time faculty position, one classified position, and one management position.

It also breaks down the term lengths and the required number of voting members per group, which consists of two faculty, one adjunct faculty, three classified staff, three managers, and one associated student.

4. **Budget** – Our budget is attached for your reference.

- The total Professional Development budget for the 2026-2027 academic year is \$115,125.00.
- This total consists of \$109,125.00 allocated for Travel/Conference, \$4,000.00 for Personal Consulting, and \$2,000.00 for Non-Instructional Supplies.
- The budget is composed of \$70,000.00 from PD Current Year funds and \$45,125.00 from Student Equity and Achievement (SEA) funds.
- **PD Current Year Expenditures:** Of the \$64,000.00 allocated for Travel/Conference, \$14,625.87 is currently committed. This covers 11 participants, which includes 3 from the previous year with unprocessed paperwork and 8 with preliminary approvals for this year. The remaining balance is \$49,374.13.
- **SEA Funds:** Of the \$45,125.00 allocated for Travel/Conference, \$2,000.00 is committed to 1 participant, leaving a remaining balance of \$43,125.00.

L. Student Equity and Achievement Committee – Jenelle Herman
No report.

X. Adjournment

Joel Gober moved to adjourn; motion passed. Meeting adjourned at 5:02 p.m.