



ORANGE COAST COLLEGE

ACADEMIC SENATE MEETING

October 2, 2018 | 11:30 a.m. – 12:30 p.m. | Faculty House

1. Call to Order:

President Sachs called the meeting to order at 11:30 a.m.

Senate Members: (See Voting Tallies Chart at the end of these minutes for arrival times and voting records.) Kaveh Agahi, Associated Students Representative; Carol Barnes, Counseling Senator; Vice-President Jamie Blair, Senator at Large; Cameron Brown, Athletics and Kinesiology Senator; Eric Cuellar, Senator at Large; John Dale, Library Senator; Matt Denney, Technology Senator; Rendell Drew, Senator-at-Large; Cynthia Ely, Part-Time Senator; Immediate Past President Lee Gordon, Senator at Large; Anna Hanlon, Curriculum Chair; Kelly Holt, Senator-at-Large; Darryl Isaac, Consumer Health Sciences Senator; Secretary Marilyn Kennedy, Literature and Languages Senator, PDI Chair; Doug Lloyd, Math and Sciences Senator; Leland Means, Visual and Performing Arts Senator; Jeanne Neil, Business and Computing Senator; Clyde Phillips, Student Services Senator; Irini Rickerson, Senator at Large; Brent Rudmann, Social and Behavioral Sciences Senator; President Loren Sachs, Senator at Large; Will Thai, Part-Time Senator.

Senate Members Absent: Cameron Brown, Lee Gordon.

Guests: Kevin Ballinger, Rozanne Capoccia-White, Renee DeLong, Dennis Harkins, Claire Ippolito, Jaki Kamphuis, Katie McCarroll (Friedman), Larissa Nazarenko, Jessica Nguyen, Madjid Niroumand, Rich Pagel, Charlene Reed, John Taylor.

2. Approval of the Agenda:

Motion 1: Senator Carol Barnes moved to approve the agenda; motion seconded; motion approved unanimously.

3. Approval of the Minutes for September 18th & September 25th, 2018:

Motion 2: Secretary Marilyn Kennedy moved to approve the September 18, 2018 minutes; motion seconded; motion approved unanimously. Secretary Kennedy noted a minor correction and stated that due to questions regarding the AB 705 section in the September 25, 2018, minutes a verbatim quote of Dr. Niroumand's statement will be added based on the audio recording; these September 25, 2018, draft minutes will be brought back next week.

4. For the Good of the Order:

Senator Blair wished to make a clarification regarding Dr. Niroumand's statement in the AB 705 segment of the September 25, 2018, meeting: "We want a clarification that there was no meeting with the Math Department. At least that's not what me and a couple of other people like our chair remember."

Senator Cuellar wished to make a clarification regarding Academic Renewal at OCC [in response to last week's District Consultation Council Board and Administrative Procedures Subcommittee report regarding AP 4240] "In

the past practice both the entire semester or individual courses could be alleviated in the Academic Renewal procedure process.”

5. Public Comments:

None.

6. Consent Agenda:

Motion 3: Senator Eric Cuellar moved to approve the consent agenda; motion seconded; motion approved.

A. Search Committees:

1. Manager Enrollment Services – Orange Coast College Campus: Senate Representative: Ruby Icaro
2. Counselor – Enrollment/Retention: Dean Renee DeLong, Denia Guillen, Caryn Plum, Eileen Tom

B. Academic Senate Representatives to Committees:

1. Budget Committee: Cyndee Ely & Hannah Haghighat
2. Student Success and Enrollment Management: Virginia Komenda

7. Officer, Senator, and Committee Reports:

A. President’s Report, President Sachs:

- **EEO Trainings:** There are two new EEO trainings in addition to the one currently planned: October 15, GWC; October 26, OCC; November 12, Coastline; the information can be accessed on the [OCC Faculty Opportunities webpage on the Academic Senate website](#).
- **Facilities Planning Committee:** More buildings, construction, and parking solutions are in planning. Parking tags may eventually be replaced by license plate IDs via a type of registration.
- We are at 98% with CSLOS. We have an upcoming site visit.

B. Curriculum Committee, Curriculum Chair Hanlon:

- The English Department submitted four noncredit courses as per AB 705 (focusing on various writing skills topics such as writing the essay) that will be four-weeks long each, and the skills they teach will be effective and useful for many students who are not taking an English class, so faculty should consider recommending students to these courses and to consider speaking to the English Department for more advisement or information.

8. Unfinished Business:

A. Guided Pathways Discussion/Updates:

VPI Ballinger reported that President Sachs and he interviewed the GP Coordinator candidates and the following faculty members were selected for those positions:

- Ex officio Member – Chair of the Curriculum Committee, Anna Hanlon
- Curricular Pathways - Charles Otwell
- Intervention Strategies - Jaki Kamphuis
- Onboarding Solutions – Jessica Ayo Alabi

The initial steering committee meeting was held last Friday; weekly meetings will be held until the subcommittees are formed. Once the three subcommittees (cross functional) are formed the Academic Senate will be asked to provide faculty appointments to those subcommittees. The GP Steering Committee will be composed of the four GP Coordinators listed above in addition to VPI Ballinger, Dean Tamanaha, and VP Niroumand. The steering committee will focus on research needs, financial proposals, and the dissemination and reporting efforts. These three GP Program Coordinators will have manager co-chairs for their respective committees:

- Curricular Pathways - Michael Sutliff
- Intervention Strategies - Renee DeLong
- Onboarding Solutions- Felipe Salazar

B. AB 705 Discussion/Action:

Senator Lloyd provided an update on the Math Department regarding AB 705: Math Department passed a placement model for Fall 2019 for placing students with high school data and they are working on a tool to place students who do not have high school data. They are close to submitting their corequisite courses to the Curriculum Committee.

VP Niroumand stated that he met with Senator Lloyd and the Math Department Chair regarding testing issues. Subsequently, VP Niroumand received a message from the English department stating that they are okay with stopping the test, under further guidance from the State Chancellor's office that we cannot utilize the test now for fall 2019 placement even though we are receiving applications now. VP Niroumand said that we will not fully stop yet as we will be messaging students in stages as we work closely with the math and English departments on this.

9. New Business

A. Validation of Units Awarded/Curricular Process & Action – Curriculum Chair Hanlon:

Curriculum Chair Hanlon stated that in regards to courses that are “out of alignment,” the state is now defining a unit of credit as “total student work” hours (including homework) plus instruction— **not** instructional methods or techniques, such as lab or lecture. Therefore, all instructional hours will be calculated the same way in measuring curriculum/credit unit calculations. A unit of credit is awarded to students based on 54 hours of total student work which includes the time he/she is with an instructor and work done outside of the classroom. Additionally, District Boards are now required to have local policies written describing the District's policy on awarding units of credit. This change and new Board policy will assist us in aligning our “out of alignment” courses. To be clear, this change is per student hours/credits, not working conditions/faculty pay.

The state has also granted colleges the authority to approve credit courses and local programs (not CTE or transfer degrees) locally rather than at the state level. This requires that the Curriculum Chair, the Academic Senate President, the Vice President of Instruction, and the College President sign a memo that states we are complying with the law. The consequence of us not complying is that we could lose that local approval. Therefore, the faculty will need to review their department CORs to make sure that they have realistic amounts of homework listed for these out of alignment courses to assist in aligning the courses; we need to take these courses out of unalignment and make sure they have the correct units through this new formula. Curriculum Chair Hanlon distributed a handout entitled “RE: Validation of Units Awarded on Credit CORs.” She is asking for approval for this new process of identifying courses and documenting they are in alignment via the new measures above. We are updating courses and documents to make sure we are in compliance with the law, and the majority of CORs are fine.

- President Sachs requested that Senators take this issue/process back to their departments as we will put this on the agenda next week for a vote on the process.
- VPI Ballinger stated that now that we have to sign this memo we do not want unit creep.

Curriculum Chair Hanlon stated that the goal of the Curriculum committee is to retain the status quo on the existing units awarded.

B. GE SLOs and Local AS degree – Curriculum Chair Hanlon:

Curriculum Chair Hanlon stated that she came to the Academic Senate in November 2014 to discuss graduation requirements that included new add-ons (one unit of activity, world global engagement, etc.). After a few years, the Curriculum Committee recognized that OCC was losing students to other colleges due to these add-on requirements and became aware that the add-ons were included in local AA requirements already, so it was decided they would fold in those local requirements into the AA, GE, IGETC, which they did. During that process it was recommended that OCC put these statements in our catalog for the

Associate of Arts degree, but it didn't address the Associates of Science degree because it did not attain that area E.

The Curriculum Committee researched if the Associates of Science could be aligned now; the Curriculum Committee decided to endorse aligning our AS GE pattern with our existing GE SLOs, but not include an area E and letting it stand as is. This will be voted on next week.

C. OEI Process Clarification: Online Coordinator Charlene Reed and Dean Taylor:

At the request of the Literature and Language Division, Dean Taylor and Online Coordinator Reed presented on the [Course Exchange](#):

The Course Exchange has been around for decades. It "screen scrapes" every college's schedule of classes and accumulates anything that looks like an online class to assist students in selecting available online classes in the OEI system. There are fifty-six participating colleges.

Once a student signs in and reports his/her home campus, it asks what requirements the students wishes to fulfill. The courses from a student's home college are at the top of the results list; after that, the online courses are arranged in priority by the number of "badges" earned. Badges are based on connections to online tutoring, online counseling, student readiness, etc.

- Courses available are transfer level only, 100% online.
- The system is designed with internal data sharing in regards to AB 705 placement.
- Students can register in only two courses at a time.
- To get a course approved for the system, an instructor must submit a completed course copy to the OEI online review process and it is peer reviewed by an instructor in the same discipline.

A senator asked about the Online Advisory Board's meeting times and if the current meeting time could be adjusted to allow for more faculty participation. Dean Taylor stated that they are sending out a Doodle poll to those faculty who have participated before.

The OAB was requested to submit it bylaws to the Senate for approval.

D. FLEX Day update - Flex Coordinator Perkins:

Moved to the October 16th meeting.

E. Board Policies Review/Action - AP 4240, BP 4240, AP and BP 4230:

Senator Kennedy passed out a handout called "Academic Renewal Policies & Comparison Chart." Senator Cuellar passed out a handout called "Region 8 Policy Grid 2017-2018." The discussion will take place next week.

10. Adjournment:

President Sachs adjourned the meeting at 12:30 p.m.

Approval of the Minutes: October 9, 2018
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MINUTES: First draft written by Ricky Goetz, Senate Administrative Secretary. Revision of first draft and Senate-approved drafts written by Senate Secretary, Marilyn Kennedy, who also distributes the final Senate-approved version to the Chancellor, Board of Trustees members and secretary, union presidents, GWC and Coastline Academic Senate presidents, OCC College President and faculty as per OCC Senate bylaws.

Motion 1 Agendas	Motion 2 Minutes 9/18/18	Motion 3 Consent Agenda	Senate Membership
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Aye	Aye	Aye	Barnes, Carol: Counseling Senator (2018-2021)
Aye	Aye	Aye	Blair, Jamie: Senator-at-Large (2018-2021)
Absent	Absent	Absent	Brown Cameron: Athletics & Kinesiology Senator: (2017-2020)
Aye	Aye	Aye	Cuellar, Eric: Senator-at-Large (2018-2021)
Aye	Aye	Aye	Dale, John: Library Senator (2017-2020)
Aye	Aye	Aye	Denney, Matt: Technology Senator (2017-2010)
Aye	Aye	Aye	Drew, Rendell: Senator-at-Large (2016-2019)
Aye	Aye	Aye	Ely, Cynthia: Part-Time Senator (2018-2019)
Absent	Absent	Absent	Gordon, Lee: Senator-at-Large (2016-2019)
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Aye	Aye	Aye	Holt, Kelly: Senator-at-Large (2017-2020)
Aye	Aye	Aye	Isaac, Darryl: Consumer & Health Sciences Senator (2017-2020)
Aye	Aye	Aye	Kennedy, Marilyn: Lit & Lang Senator, PDI Chair (2017-2020)
Aye	Aye	Aye	Lloyd, Douglas Math & Sciences Senator (2017-2020)
Aye	Aye	Aye	Means, Leland Visual & Performing Art Senator (2018-2021)
Aye	Aye	Aye	Neil, Jeanne: Business & Computing Senator (2016-2019)
Aye	Aye	Aye	Phillips, Clyde: Student Services Senator (2017-2020)
Aye	Aye	Aye	Rickerson, Irini: Senator-at-Large (2018-2021)
Aye	Aye	Aye	Rudmann, Brent: Social & Behavioral Sciences Senator (2017-2020)
Aye	Aye	Aye	Sachs, Loren: Senator-at-Large (2016-2019)
Aye	Aye	Aye	Thai, Will Part-Time Senator (2018-2019)
			Part-Time Senator Vacant (2018—2019)
			Senator-at-Large: Vacant (2017-2020)
			Senator-at-Large: Vacant (2017-2020)