



## Orange Coast College Academic Senate Meeting

September 25, 2018, 11:30 a.m. -12:30 p.m., Faculty House

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**I. Call to Order:** President Sachs called the meeting to order at 11:31 AM.

**Senate Members/Attendance:** (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.~~

**Guests:** Eduardo Arismendi-Pardi, Kevin Ballinger, Timothy J. Cooley, Dennis Harkins, Jaki Kamphuis, Katie McCarroll, Madjid Niroumand, Rich Pagel, Charlene Reed, Felipe Salazar, Kayleigh Sevi, Farah Sogo, Sheri Sterner, Andy Stuart, Steve Tamanaha, John Taylor, Mariana Voicu.

**II. Approval of the Agenda:** *Motion 1: Senator Barnes* moved to approve the agenda; motion seconded; motion approved unanimously.

**III. Approval of the Minutes for September 18, 2018:** *Secretary Kennedy* noted minor changes and distributed a tally sheet for Senators to notate their votes to last week's motion to extend meeting time—some senators did not indicate their votes [due to extension beyond normal meeting time]. Updated minutes will be brought back next week.

**IV. Public Comments:** Eduardo Arismendi-Pardi, Kevin Ballinger, Jamie Blair, Timothy J. Cooley, Rendell Drew, Mariana Voicu, Genevieve Zuidervaart.

**V. Consent Calendar:** *Motion 2: Senator Neil* moved to approve the Consent Calendar; motion seconded; motion passed unanimously:

**A. Tenure Review Committees:**

**Melissa Rosado (Counseling EOPS/CARE, year one)**

Dean: Cecilia Alvarado

Hiring Committee: Vida Shajie Within Discipline: Michelle Ngo

Senate (Outside Discipline): Denise Cabanel-Bleuer

**Alexandra Yates (CHS)**

Dean: Jane McLaughlin

Hiring Committee: Bill Barber

Within Discipline: Brenda Shine

Senate (Outside Discipline): Mariana Voicu

## **VI. Officer, Senator, and Committee Reports:**

### **A. District Consultation Council Board Policy and Administrative Procedures**

**Subcommittee, Senator Marilyn Kennedy:** Senator Kennedy reported on the meeting held on Sept. 21, 2018, and asked senators to get feedback from their constituents for the items that will be on next week's agenda:

**AP 4230 Grading and Academic Records Symbols:** The revisions proposed are regarding how many times a student can withdraw from the same course before he/she must go through a process to gain permission to re-take the course. Currently it is two times; do we want to keep this at two, raise it or lower it? This will be on the agenda next week.

**AP 4240 Academic Renewal:** In the past, student substandard grades could be removed from the calculation of a grade point average by whole-semester segments, not by a single course, and this is current BOT policy. It was reported at the meeting that some OCC counselors were allowing students to have grades removed from the calculation just on a single-course basis. The new Counseling VP discovered this and required that those counselors follow board policy and suggested to them that they propose revisions to the policy if they desired a change. Therefore, a revision was submitted which removes the whole-semester segment requirement for academic renewal, allowing counselors to approve the removal of substandard grades by single courses, if they desire. It was reported that this revision was created last spring and there was some push from someone in Counseling to move this forward during the summer, but the chair of the DCC subcommittee held it until fall in order to follow proper procedures and shared governance. This will be on next week's agenda.

**BP 7310 Nepotism and AP 7120A Recruitment and Selection for Executive Management Employees:** These policies will be up in the future queue in regards to revisions.

#### **Submitted by Written Report, Not Orally Presented:**

**BP 7100:** Small revision add "managers" to this diversity policy and adds the word "recruitment" as well.

**BP 7130 Compensation:** Adds government code sections and changes the term "annually" to "regularly" regarding the District's review of prevailing rates for pay. Reviews of pay have not been done annually, but regularly, as needed or required.

**BP 7140 Collective Bargaining /Meet-and-Confer:** Revision adds a new collective bargaining group to the District for the nine confidential employees in our district: The Association of Confidential Employees, or ACE.

**BP/AP 3210:** Creates a protocol for keeping records of District property current.

**B. Basic Skills Committee, Senator Blair:** Originally formed as a Senate committee comprised of faculty, this committee helps develop programs and provides funds to approved applicants; approximately sixty-seven applications have been approved since its existence.

## **VII. Unfinished Business**

**A. AB 705 Discussion/Action:** VP Niroumand addressed the Senate on the Math and English faculty's concerns regarding process and purview with AB 705 and withdrew his current request for Senate endorsement [for stopping assessment testing for math and English immediately and messaging students and allowing them to start transfer-level math and English in the spring semester], and will instead work with the Math and English departments, and pending consensus with those groups, bring it back with those groups to the Senate for endorsement:

"If I may, in light of what was discussed in the public comment and I want to appreciate Dr. Arismendi-Pardi for articulating the concerns of the Math Department. I just wanted to mention that the reason I came

here before the Senate was the overarching umbrella of curriculum and the[inaudible] folks opposing what's going to happen and the need from Student Services' perspective to communicate to students. Knowing we have had some meetings with the Math Department I was under the assumption that I could move it forward here but perhaps I was under the wrong assumption on my part not having more in-depth consultings with the Math Department or other faculty members who are most impacted by this, even though I believe that this is a cross-divisional/departamental, campus-wide effort, I think all of us need to be in this together. This is something that campus wide we need to address and it is really important that the faculty who are the most impacted by this are able and have the consensus to move forward with this. So, with that, since I have been asking for an endorsement from this body, I would like to withdraw my request so that I can have an opportunity to discuss what I see from my perspective and concerns, directly with Math and English faculty about my proposal, and if there are no concerns from that entity for us together bring it to the Senate. I would like to basically withdraw my request for the consent that I'd been seeking here as I think that's a valid point and I appreciate it. I want it to be known while I wanted the Senate to look at it I had no intent of bypassing the department, that was never the intent, but I do believe that concerns are valid and I would like to have that opportunity to have that conversation because they have been working hard to put things in place and I do understand continuous change is when it comes to this bill and what the faculty have to do to continuously to respond to this so I'd like to have that opportunity. Thank you."

#### **B. Accreditation Update ISER – VPI Ballinger**

Kevin Ballinger stated that there is an [Accreditation Portal site](#) and it contains all the updated information on the ISER and accreditation process; he presented the [ISER Timeline](#), which is constantly updated, and located under the 2019 Self Evaluation Report tab on the portal menu. The ISER is a work in process, at 280 pages right now, and is 73% complete. It will be brought back to the Academic Senate for a review in October and for an endorsement in November. If you see any areas that need editing, contact VPI Ballinger.

**C. Academic Senate Newsfeed:** President Sachs noted that this will be discussed on Oct. 2<sup>nd</sup>.

#### **D. Guided Pathways Discussion: Vice President Blair**

President Sachs stated that VPI Ballinger and he are interviewing the Program Coordinator candidates for Guided Pathways this week and will share the results at next week's meeting.

Vice President Blair stated that she is concerned with the lack of built-in reporting between these positions, the Steering Committee, and the Academic Senate. Although there are four faculty coordinators, and three administrators, it is a similar model that was used for Title III and the Senate was kept out of the loop and decisions that were part of the 10 + 1 were not given to the Senate with Title III. Again, that same type of model is being proposed for Guided Pathways and there is no written procedure to keep the Senate in the decision-making process before final decisions are made, and that bylaws of the groups might help with that. A senator stated that we need to require bylaws and that the Senate has requested that Senate-approved bylaws be submitted to the Senate for every Senate Committee. This process is to ensure the Senate has approved the membership, as Senate subcommittees are nearly all faculty and committees or work groups created without bylaws become ad hoc in membership, often heavy in administration.

The Curriculum Chair noted that she could provide the conduit for communication, but VP Blair noted the issue is not just curriculum, but onboarding and other committees which are also under the 10 + 1; we want to give input before decisions are made, not have decisions reported to us. President Sachs noted that in the interview processes with potential coordinators they are emphasizing the expected reporting structure as a two-way street and that the Curriculum Chair is seen as the head of the Steering Committee.

A senator noted that the Senate needs to make clearer to everyone what the 10 + 1 covers. Another senator handed out copies of a "Union Purview/Senate Purview" handout, noting that on the right column is a list of the Senate's 10 + 1 as per our District.

VPI Ballinger stated that Guided Pathways, by state rules, is a cross-functional team, not only faculty purview, so every decision will not be taken to the Senate.

## VIII. New Business:

### A. IPC Handbook Approval – VPI Ballinger

VPI Ballinger referenced the [IPC portal site](#). Every year we review and update the IPC Handbook with the Academic Senate; it is a mutually agreed upon document. VPI Ballinger briefly scrolled through the document, highlighting brief updates; he stated that there were no major changes this year to the handbook. We are in the process of the faculty hiring priorities so he showed the process of that in the handbook. The presentations for the positions will be more open and clearer in announcements, and that is noted as well. VP Blair asked about the Golden West model for faculty prioritization, where those positions that were not hired move to the top for the next year. She wanted to Senate to discuss that option in the future, and decide the benefits and drawbacks. **Motion 3: Senator Blair moved to** approve the IPC Handbook; motion seconded; motion passed unanimously.

### B. Update on Mid-Cycle Program Review – Program Review Coordinator Monahan

Sheri Sterner presented the update on behalf of Georgie Monahan. Since last Spring the IE team came to the Senate for feedback on changing the cycle from three years to six years with a mid-program review, which was approved. They brought a template of what it would look like, including key areas of the mid-program review. Sheri presented the updated template; she worked with Georgie Monahan, Anna Hanlon, and Kelly Holt and the research team in developing the prompts and the data support.

The content of the review template did not change; however, it does look longer because they broke out the dropdowns into multiple textboxes for ease of use. They worked on editing the prompts and developed specific dashboards for each of the areas. They have finalized these templates for midterm review and the prompts and have a guide, are finalizing the support videos for dashboards, the Tracdat guide, and a Word doc template for Tracdat comments.

They held a couple of training sessions at Flex day, but they were not highly attended. They will hold more trainings for each division/departments in the fall. Midterm program review starts on October 1<sup>st</sup>, as this ensures that we sequence the PSLO assessment project and midterm review. The deadline for the Midterm program review is December 1, 2018.

President Sachs stated that through the dashboards, a lot of this information will assist in the funding model, if you find discrepancies in the data, have conversations as a department to ensure the data is what it should be.

## IX. For the Good of the Order Announcements:

- **Senator Isaac:** Requested a list of all campus committees.
- **Senator Kennedy:** Noted that Cypress College has a large, advising public page at their school site for students about placement and AB-705. She provided a printed copy to Senator Lloyd.
- **President Sachs:** Announced that Science Night is this coming up and the Book Fair is this Sunday.
- **Senator Rickerson:** Stated that there is an Art Gallery show opening on Thursday at 5pm.

## X. Adjournment: President Sachs adjourned the meeting at 12:30 PM.

**Approval of the Minutes: October 9, 2018**

**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.

## Voting Tallies Chart

Mot.1 Agenda	Mot. 2 Consent Calendar	Mot. 3 Approve IPC Handbook						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)
Aye	Aye	Aye						Brown Cameron: Athletics & Kinesiology Senator: (2017-2020)
Aye	Aye	Aye						Cuellar, Eric: Senator-at-Large (2018-2021)
Absent	Absent	Absent						Dale, John: Library Senator (2017-2020)
Absent	Absent	Absent						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)
Aye	Aye	Aye						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)
Absent	Aye	Aye						Kennedy, Marilyn: Lit & Lang Senator, PDI Chair (2017-2020) 11:38 arrival
Aye	Aye	Aye						Lloyd, Douglas Math & Sciences Senator (2017-2020)
Absent	Absent	Absent						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)
Absent	Absent	Absent						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)