

ORANGE COAST COLLEGE

Academic Senate Meeting | Mar. 14, 2023 | 11:30 am - 12:30 pm | Student Union 214/Zoom Link: <https://cccd-edu.zoom.us/j/82604795285?from=addon>.

Academic Senate Member Attendance

Jessica A. Alabi, <i>at-Large</i>	Present	Rendell Drew, <i>at-Large, Vice President</i>	Present
Jason Ball, <i>Part-Time Faculty</i>	Present	Cyndee Ely, <i>Part-Time Faculty</i>	Present
Carol Barnes, <i>Counseling</i>	Present	Lee Gordon, <i>at-Large, President</i>	Present
Nina Barrios, <i>Part-Time Faculty</i>	Present	Marilyn Kennedy, <i>Lit & Lang, PDI Chair, Secretary</i>	Present
Tyler Boogar, <i>Math & Sciences</i>	Present	Jodie Legaspi-Kiaha, <i>Athletics & Kin</i>	Absent
Eric Budwig, <i>Technology</i>	Present	Jeanne Neil, <i>Business & Computing</i>	Present
Irving Chavez Jimenez, <i>at-Large</i>	Present	Lori Pullman, <i>Curriculum Chair</i>	Present
Eric Cohen, <i>at-Large</i>	Present	Loren Sachs, <i>at-Large</i>	Absent
Sean Connor, <i>at-Large</i>	Present	Katherine Sheehan, <i>Visual & Per. Arts</i>	Present
Eric Cuellar, <i>at-Large</i>	Present	Jordan Stanton, <i>Social & Behavioral Sciences</i>	Present
Jodi Della Marna, <i>Library</i>	Present	Brooke Mai Ha - <i>ASOCC Student Representative</i>	Present
Tina DeShano, <i>Consumer & Health Sciences</i>	Present		

Guests (Optional & Voluntary Sign-In): Irene Naesse, Anna Hanlon, Bob Fey, Angelo Esposito, Steve Tamanaha, Kate McCarroll, Jeanette Grimm, Rebecca Morgan.

1. Preliminary Matters

- A. **Call to Order:** President Lee Gordon called the meeting to order at 11:30 a.m.
- B. **Opportunity for Public Comments:** Director of Human Resources Rebecca Morgan.
- C. **Approval of the Minutes:** *Motion 1: Senator Kennedy moved to approve the minutes from the March 7, 2023, meeting, with minor changes; motion seconded; motion approved with one abstention.* [See voting tally chart at the end of these meeting minutes.]
- D. **For the Good of the Order:**

Counseling Division Senator Barnes: Stated that OCC receives funding for students who complete their certificates of achievement, A.A. degrees, A.S. degrees, and ADT degrees. We need more communication to students about graduation petition deadlines. The handout with the filing periods is helpful but not enough in the digital age. Is it possible to post the graduation filing dates on the main OCC website during the first and last week of each filing period for fall, spring, and summer? Notifying students about graduation filing periods seems just as important as notifying students about Women's History month, obtaining bus passes, and work study opportunities. We spend a great deal of time, money, and effort recruiting and retaining students. We should also do a better job in notifying students about their graduation filing dates. Doing so would be a win-win situation for students, parents, OCC, and the larger community.

President Gordon stated that this information would be forwarded to Director of Marketing and Public Relations Juan Gutierrez.

Part-Time Senator Ely: Extended an invitation to attend “Enhancing the Lecture Experience” hosted by Communities of Practice for Part-Time Faculty, on March 14, 4 p.m., in College Center Classroom 309. Mediterranean food will be served.

Senator-at-Large Cuellar: Extended an invitation to attend the International Multicultural Committee (IMC) meeting, Tuesday, March 14, at 1 p.m. Next week’s webinar will be on ethnomathematics with Dr. Ron Eglash from the University of Michigan. It is hosted by CLEEO 14.0.

Literature and Languages Division Senator Kennedy: Endorsed Senator Barnes comment and suggested to consider adding graduation filing deadlines in the Canvas Banner announcements section for students. This request will be sent to **Dean Taylor**.

Senator at-Large Alabi: Extended an invitation to attend the Black Student Union meeting, March 15, 5-7 p.m. They will focus on Black women in education and for Women’s History Month, share their paths and experiences in education to highlight their narratives.

2. Officer, Senator, & Committee Reports

A. President and Vice Presidents’ Reports:

1. **President’s Report, Lee Gordon:** Congratulated to both part-time and full-time Coast Colleagues of the Year, **Nina Barrios** and **Kelli Elliott**, respectively. **Kelli Elliott** will be the faculty host for the Green Coast Day lecture on Wednesday, April 19, from 11-12:30 p.m., in the Science Hall. There are four sponsoring organizations for Green Coast Day: OCC Garrison Honors, *Coast Report*, OCC Sustainability Committee, and OCC Fashion. They will have a series of environmental posters in the Planetarium lobby. They were put together by honors environmental students and local environmental organizations. The Green Coast Day lecture will be from Dr. Brian Alters from Chapman University, who was a student of Tom Garrison’s almost fifty years ago. There will be a presentation of the Garrison Fellows awards to twelve students who are recognized by the Honors Program for outstanding scholarship achievement. The coordinator for the event is John Fawcett. The Senate leadership would like to continue the series of visits by student organizations just like the Veteran and *Coast Report* students have done. If there is a student organization on campus anyone in the Senate would like to see do a ten-minute presentation to the Academic Senate, contact Beatriz Rodriguez, Vice-President Drew, or President Gordon. President Gordon reviewed the agenda items for discussion under new business.

2. Vice-President’s Report, Rendell Drew: Reintroduced the revision to the Multicultural Center online application, an interactive form, for those who need to request IMC funding for events and activities. Applicants will need to inform on the application of other sources of income already received for the event or activity applied for. The approval process was also updated. This funding is not just for faculty. He thanked **Senator Cuellar** and **Eric Wilson** on the development of the form. **Vice-President Drew** introduced a memo from the Lipton Firm [Burke, Williams and Sorensen] and coming from Chancellor Yamamura, from March 3, 2023, reflecting updated Brown Act changes, saying that a member may participate in a meeting remotely based on *just cause* for up to two meetings per calendar year if the member notifies the body at the earliest opportunity possible time up to and including at the start of the meeting. Within this context “just cause” means one of the following situations: childcare or caregiving needs; contagious illness; a need related to physical or mental disability not otherwise accommodated, or travel on official business. Alternatively, members may request that the body allow them to participate in a meeting remotely due to emergency situations.

The member must make a request to participate remotely as soon as possible. In that situation the member must make a separate request for each meeting in which they seek to participate remotely. The body must take action on a request to participate remotely at the earliest opportunity. A member must participate through both audio and visual technology. The agenda need not indicate the member's remote location and the public does have the right to participate in meetings remotely. AB 2449 2022 also provides new rules for remote participation if there is a newly proclaimed state of emergency. Some of these new alternate Brown Act provisions will sunset January 1, 2026. **Senator Kennedy** stated those are alternatives to the already and still-in-place option we have been following. The new options require the *just cause* requestee to provide personal information they may not wish to present to the Senate. **Senator Alabi** asked if it was VP Drew's understanding that we are trying to move away from online being an option and are taking a hard stance on face-to-face meetings? **Director of Human Resources Rebecca Morgan** stated that this only applies to Brown Act compliant meetings. Each individual chair of different participatory governance committees decides what they want to do with their particular meeting when it is not subject to the Brown Act.

3. New Business

- A. **Selection of Program Coordinators: Senator Kennedy:** Provided a brief background on the Program Coordinator Resolution's history as per recent updating by **Academic Senate President and Vice-President Emeritus Jamie Blair**, who was unable to attend today's meeting. **President and VP Emeritus Blair** worked on the resolution with other members of the Senate E-Board at the time, along with the college administration; that group collaborated on this document in response to problems they were facing; they did this concurrently while reviewing the CFE contract language.

As the CFE Contract was and is written, one-year coordinator positions were to be appointed by management in consultation with the Academic Senate; two-year coordinator positions were to be appointed by the Academic Senate in consultation with the management. Therefore, almost all coordinator positions were created for one year and management was making the selections. As a collaborate group, they determined that it would be fairer and easier to have an equivalent process for both management and the Senate. Therefore, the process was designed to be efficient and to allow various faculty to participate so that the same persons would not be selecting each time.

She reported that after talking to the E-Board last week and then doing research, she discovered that the twenty-day window for a call-out for coordinator applicants is from the CFE Contract and therefore the Senate cannot alter that; we can talk to the other colleges and see how it is working out for them. She reported that Academic Senate President and Vice-President Emeritus Jamie Blair and the group wanted that time frame as not enough volunteers were responding to the calls due to their workloads or an oversaturation of campus emails. Senator Kennedy stated that while the twenty-day time frame may need to be shortened, she did not want to see the Senate's overall time frame for their entire role, for call-outs for coordinators *and for* faculty appointees to their hiring committees, to be shortened to compensate for any deadlock or slowdown in the District administrative process. **Senator Boogar** asked for clarification on the agenda item. **President Gordon** stated that there are two different issues that have come out. There is a CFE contract and a Senate resolution from 2011. The Senate resolution in 2011 called for a twenty-day window between the time that the coordinator position is announced and the time the position closes. The Executive Board has now learned that

this same twenty-day window is in the contract and there is a legal difference between what we do as a body and what is in the contract. **President Gordon** will write to the other senates and see how this time frame is working for them. **Vice-President of Instruction Grimes-Hillman** stated that the other part to the resolution issue was the selection committee language. She has only been at OCC for two years and was not aware of the existence of the resolution. When she came on board, she continued to do what had been done in the past, which did not follow the resolution. She mentioned the problems, not with the resolution itself, but in learning of it just recently. One of the problems has to do with the Student Success Coordinator position MOU, which is a one-year MOU, and it expires this spring. The MOU has not been sent forward to change because it is already in place and there were two part-time faculty appointed during the original application process: one left for a full-time job and therefore there is a vacancy. That vacancy has not been filled because of the newly known language of the resolution. There has been no selection committee selected. It is now March, and the position expires in May. The other issue is the existing two-year MOU which expires in 2023. Those positions are for the three Institutional Effectiveness (IE) Coordinators, the Online Education Resource (OER) Coordinator, and the Multicultural Center Coordinator. In November of 2022, she notified all current coordinators letting them know that their term expires in May 2023. The deans and managers of their programs were included on the notification. She sent the MOUs to Rebecca Morgan in December to make sure they were cleared. However, they have not gone to the District for negotiations. As soon as she learned about the Academic Senate resolution, in December or January, she believes, they stopped because they wanted to honor the AS process. The MOUs are not being held up at the District. The last problem is the MOUs in existence. Sometimes those one-year positions come to the Senate, and they have to ask to extend the positions for another year, including the people in those positions. That has been a common practice. **Senator Kennedy** shared the language of the resolution with the Senate. [See the resolution in the Appendix at the end of these meeting minutes.] She stated she didn't know why the administration is not working on the MOUs, since there is nothing about stopping the MOUs. The main concerns are these: not having enough faculty members placed on hiring committees and not following the 20-day announcement period for the positions as per CFE contract. The call for the selection committee for the Success Center Coordinator should be sent out because in February the VPI's assistant sent a third request to us [addressed to the Senate President and copied to the E-Board], asking for the names of the two faculty members to be appointed to the Student Success Coordinator position hiring committee. We have had plenty of time to put out the call and we should do so today. This call does not have to be a completely random selection, as has been misperceived, but can be narrowed to specific, needed qualifications [Resolution S-2018-1]. **VPI Grimes-Hillman:** This is in limbo because when I learned about the resolution, it says the management shall be responsible for finalizing the job description after the Senate provides feedback on its content. I have never done that; I just sent them forward, and then I contacted the Senate leadership. HR Director Rebecca Morgan is here to verify that in my [VPI's] two years here that is what was done. **VP Drew:** Here we have established some of the ways that we've been doing things through the appointments, especially for the one-year appointments, and it states that this selection process for program coordinators with reassigned time of *more than one year will be made, yes, by the Senate, in coordination with the management*. But what we're looking at is a matter now of practicality. Much like we recently did with the resolution to the Chancellor's office, we suspended the rules in order to get that proposal in on time; otherwise, we would have been hijacked and not been able to get it in. My question: is there some way we could do something on a more practical level for this time around to make sure that we don't lose those positions and then we can move

forward? We do have a history and precedence of doing it, and we should not just capriciously avoid the contract language, but we have positions here and things that need to be moved. It's now March 14th; there are two months of funding left on this. The question now becomes the selection committee. My understanding about selection committees is that you have to put a call out to everybody and then go through your process of selection. **Senator Kennedy:** VPI Grimes-Hillman is not in any way responsible for this, because I don't think she knew about this, and no one gave her this information. So, I don't want anybody to think that they did something incorrectly. It appears that during the Covid crisis a lot of things got scrambled up. That's what I've been hearing from a lot of people and then we had a new administration. This original agreement [Senate Resolution S11-03] was worked out with the prior administration. As to a call out, if anyone has a call out for faculty for committees and has special requests such as a special skill or knowledge such as for the Student Success Coordinator or any other position, that can be done; it doesn't have to be random, and we already have language to allow that.

Point of Order: Parliamentarian Barrios noted that the time for this item has expired. President Gordon stated that we have to move on as there is other Senate business to attend to today.

B. Guided Pathways Report and Counselor Request: Curriculum Chair Lori Pullman:

Curriculum Chair Pullman: The Guided Pathways Task Force is asking to extend two faculty coordinators until the spring of 2024 for continuity. They had the previous Task Force update them, so now they are attempting to move forward as quickly as possible. The Task Force would like to make a recommendation to approve a counselor to join them.

Additionally, the Task Force is reviewing the process for their funding request proposals, and they want to create a rubric. There is about \$300,000 in funding available. They are working on quarterly reporting to the Senate and prioritizing their website. Some of the ideas from Flex Day were to use QR codes and advertise with the current marketing tools available. They want to make sure that whatever they create is applicable, adaptable, and flexible based on careers today. **Senator Alabi** asked if they are integrating Guided Pathways into Program Review. **Curriculum Chair Pullman** said that she will ask the Task Force as she is unsure.

Based on the previous agenda item on the program coordinator selection process, the Senate did not vote on extending the two Guided Pathways coordinator positions today.

C. District Board Policies and Administrative Procedures Committee Report: Marilyn Kennedy:

BP 5420: Associated Students Finance: This policy has been moved to the Board of Trustees for approval with a change in the cap requests. The students can now ask for up to \$150,000 per expenditure instead of \$100,000.

AP 6750: Parking Permits: The parking fee is being raised from \$35 to \$40 next year, although the state allows us to raise it to \$70. There will still be BOG waivers; the low-income waiver will allow a student a lower \$30 fee.

AP7120C: Faculty Hiring: Our original proposed language changes were to enlarge the call-out for committee volunteers on the home campus to those with a certificate or license (such as aviation) in the discipline if there is no one from the department or division with those qualifications before going to another college. GWC wanted to add language to those with a "related discipline." She asked for feedback from the Senate.

Senator Boogar asked, Who would determine the difference between a related discipline and a certificate or license? **Senator Kennedy** stated that she would follow up and ask for clarity or justification on that.

- D. **AB 1173 (Ta) - College and Career Fair Legislation-** *Due to time constraints, there was no time to cover this agenda item at this meeting.*

4. Adjournment of the Regular Meeting

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

5. Approval of the Minutes: April 11, 2023

MINUTES: First draft written by Beatriz Rodriguez Vaca, Administrative Assistant to the Senates. 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 Tally Chart	
Motion 1	
Minutes 03/07/22	
Alabi, Jessica A.: Senator-at-Large (2020-2023)	Aye
Ball, Jason: Part-Time Senator (2022-2023); 11:32am	Absents
Barnes, Carol: Counseling Senator (2021-2024)	Aye
Barrios, Nina: Part-Time Senator (2022-2023)	Aye
Boogar, Tyler: Math and Sciences Senator (2020-2023)	Aye
Budwig, Eric: Technology (2020-2023)	Aye
Chavez Jimenez, Irving: Senator-at-Large (2021-2024)	Aye
Cohen, Eric: Senator-at-Large (2021-2024)	Aye
Connor, Sean: Senator-at-Large (2020-2023)	Aye
Cuellar, Eric: Senator-at-Large (2021-2024)	Aye
Della Marna, Jodi: Library & Learning Sup. Senator (2020-2023)	Aye
DeShano, Tina: Consumer Health Sciences Senator (2020-2023)	Aye
Drew, Rendell: Vice President, Senator-at-Large (2020-2023)	Aye
Ely, Cyndee: Part-Time Senator (2022-2023)	Aye
Gordon, Lee: President, Senator-at-Large (2022-2025)	Aye
Kennedy, Marilyn: Secretary, Lit. and Lang. Senator (2022-2025)	Aye
Legaspi, Jodie: Athletics and Kinesiology Senator (2020-2023)	Absent
Neil, Jeanne: Business and Computing Senator (2022-2025);	Aye
Pullman, Lori: Curriculum Chair (Non-Voting)	-
Sachs, Loren: Senator-at-Large (2022-2025);	Absent
Sheehan, Katherine (2021-2024); 11:53am	Absent
Stanton, Jordan: Social and Beh. Sciences Senator (2022-2025)	Aye

APPENDIX

Resolution on Selection Procedure for Program Coordinators (S11-03) Approved by the OCC Senate on April 3, 2011.

Whereas the Senate wishes to comply with the new contract language on the selection of program coordinators (Article XI, Section 16),

Whereas the new contract language states that the selection process for program coordinators with reassigned time of one academic year or less will be made by management in consultation with the academic senate,

Whereas the new contract language states that the selection process for program coordinators with reassigned time of more than one year will be made by the Academic Senate in consultation with the management,

Whereas the Senate prefers to create a single selection process for all program coordinators regardless of the length of their appointment,

Resolved that said selection process include the following elements:

1. The management shall be responsible for finalizing the job description after the current program coordinator, relevant committees, and Academic Senate provide feedback on its contents regarding academic and professional matters.
2. The Academic Senate shall announce the position to the faculty for a minimum of twenty calendar days.

3. The Academic Senate President and College President (or their designees) shall determine whether a sufficient number of applicants have come forward. In the case of no applicants, the Senate will conduct another announcement of the position.
4. The selection committee shall be composed of two managers and two faculty members. In the case of a program coordinator who regularly interfaces with a classified staff member, the classified staff member shall be added to the committee.
5. The faculty appointed to the selection committee should come from the appropriate constituency (for example, honors faculty should be asked to serve on the selection committee for the Honors Program Coordinator).
6. The selection committee shall establish its own procedures when determining the finalists who shall be interviewed, the interview questions, and the method by which they select the candidate who shall be offered the position.