

ORANGE COAST COLLEGE

Academic Senate Meeting | May 16, 2023 | 11:30 am - 12:30 pm | Student Union 214/Zoom Link: <https://cccd-edu.zoom.us/j/82604795285?from=addon>.

Academic Senator Attendance

Jessica A. Alabi, <i>at-Large</i>	Absent	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, Parliamentarian</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>	Present
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>	Present
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>	Absent
Tina DeShano, <i>Consumer & Health Sciences</i>	Present		

Guests (Optional & Voluntary Sign-In): VPI Michelle Grimes-Hillman, Rupa Saran, Kisha Williamson Champion, Bob Fey, Katie McCarroll, Jeanette Grimm,

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:** Eduardo Arismendi-Pardi, Kisha Williamson Champion.
- C. **Approval of the Minutes:** **Motion 1: Senator Kennedy moved to approve the May 9, 2023, meeting minutes; motion approved with one abstention.** [See Voting Tally Chart at the end of these meeting minutes.]
- D. **For the Good of the Order:**

Senator Boogar: We all know about the history of this campus when a student inappropriately recorded an instructor. Part of the campus response was to have suggested syllabus language informing students that audio and or video recording is not authorized in the classroom. Signs are also posted in every classroom to inform students. This is in contrast with a common Accessibility Resource Center (ARC) accommodation that students be permitted to record an instructor, and by extension, their classmates. Many faculty have been told they do not have a right to deny this accommodation, and this accommodation must be granted. In a future Academic Senate meeting, I would like to agendize this topic so that we may clarify this apparent discrepancy. As you can imagine, it makes many faculty extremely uncomfortable.

Senator Chavez Jimenez: ARC does have a guideline or contract that we complete with our students who are authorized for this accommodation, so that they understand the rules behind it and what they must adhere to in order to use it responsibly. Failure to comply with those different guidelines may result in disciplinary action. I would be happy to send that out to everyone if they are interested in seeing it.

Senator Cuellar: Wednesday, May 17, was the closing CLEEO 14.0 event of the academic year. It was an evening program from 5:30-6:45 p.m. in the new CLEEO Project Center (GEC Room 109). They had an OCC CLEEO student panel. The title was "The CLEEO Chronicles: Testimonials of *Si Se Puede*."

Senator Kennedy: Reiterated what Senator Boogar stated. This happened to her last year. It was extremely complicated and complex. She felt somewhat threatened for asking questions. In fact, she was very frustrated by the whole process. There were some people in DSPS that were very kind and listened, but overall, she was told she did not have a choice.

2. Consent Agenda

A. Summer Faculty Pool:

Email Address	Name	Faculty Status
lbecker@occ.cccd.edu	Lauren Becker	Full-Time Faculty
klovero@ccc.edu	Karissa Lovero	Full-Time Faculty
lreese3@occ.cccd.edu	Laura Reese	Full-Time Faculty
cely@occ.cccd.edu	Cyndee Ely	Part-Time Faculty
kholt@occ.cccd.edu	Kelly Holt	Full-Time Faculty
ksheehan3@occ.cccd.edu	Katherine Sheehan	Full-Time Faculty
jwilliams294@occ.cccd.edu	Jennifer Williams	Full-Time Faculty
jhitchings@occ.cccd.edu	Jamie Hitchings	Full-Time Faculty
clmoore@occ.cccd.edu	Carrie Moore	Part-Time Faculty
lbehr@occ.cccd.edu	Laura Behr	Full-Time Faculty
ghoffman@occ.cccd.edu	Glynis Hoffman	Full-Time Faculty
ccotman1@occ.cccd.edu	Cheryl Cotman	Part-Time Faculty
syip5@occ.cccd.edu	Sam Yip	Full-Time Faculty
lpaxton@occ.cccd.edu	Leland Paxton	Part-Time Faculty
amwilliams@occ.cccd.edu	Ann Marie Williams	Part-Time Faculty
lmccall@occ.cccd.edu	Leslie McCall	Full-Time Faculty
jnguyen173@occ.cccd.edu	Jimmy Nguyen	Full-Time Faculty
ccorley@occ.cccd.edu	Cynthia Corley	Full-Time Faculty
brmadsen@occ.cccd.edu	Brenda Madsen	Part-Time Faculty
kjones68@occ.cccd.edu	Kara Jones	Full-Time Faculty
eforsell@occ.cccd.edu	Erik Forsell	Full-Time Faculty
cgarcia276@ccc.edu	Cyndy Garcia	Part-Time Faculty
tseng5@occ.cccd.edu	Erica Tseng	Part-Time Faculty
michellecraner@gmail.com	Michelle Craner	Full-Time Faculty

Motion 2: VP Drew moved to approve the consent agenda; motion seconded; motion approved with one abstention. [See Voting Tally Chart at the end of these meeting minutes.]

President Gordon asked for unanimous consent to rearrange the agenda and place Unfinished Business after consent agenda.

3. Unfinished Business

- A. TextHelp Q&A: **IT Business Processes Analyst Jerry Spiratos:** The purpose of TextHelp is to assist students in their reading and writing. It reads texts out loud for them and provides them with a dictionary and translations. It allows them to highlight various aspects of different research papers. It is supported by Mac, Windows, and Android devices. It comes with a toolbar with all the different functionalities. It is more of a literacy program for students, including disabled students, who may have dyslexia.

Senator Kennedy: Stated that it is wonderful it is helping people this way, but her department has questions and concerns if it could be used to plagiarize. **Jerry Spiratos:** Stated that the intention of this program is designed to accommodate the needs of students and it does not assist students with plagiarism. **Senator Chavez Jimenez:** Asked if this is something that students have to add manually to their personal devices and if they can use it everywhere. **Jerry Spiratos:** Stated that the district has this program pre licensed, which means that they can distribute it out to the labs, staff, and faculty. The students can download at it any time. They would sign in with their student account and their password, and have access to it on their PC, Mac, etc. There are different ways to employ it. He will forward the presentation of the product to the Academic Senate.

2. Officer, Senator, & Committee Reports

A. President and Vice President Reports:

1. **President Lee Gordon's Report:** Administrative Assistant to the Senate Beatriz Vaca Rodriguez asked the part-time senators if they wished to keep the part-time faculty Committee OCC Portal site. Both **Senators Ball and Ely** stated that they wish to keep it as they would like to reinstate it soon. **Senator Ely** clarified that the Part-Time Faculty Committee and the Part-Time Communities of Practice are two different entities.

President Gordon: Stated that next year that we are going to ask each committee that reports to the Academic Senate to do so each semester. You will see in your agenda each week those committees that have done it which will have a check mark, and those committees that have not, which will be blank.

2. **Vice-President Rendell Drew's Report:** No report.

- ### B. Budget Update:
- President Gordon** stated that there was the preliminary Governor's revision of the budget. The impact on the Coast District most directly would be that we had been told that we were going to receive an extraordinary amount of money for deferred maintenance, money that could have gone into a variety of projects that had been sort of long needed, but never funded. The receipts for the State, so far, are below projections. They had to cut somewhere, so they cut deferred maintenance. The Coast District anticipates receiving around half of what we had previously anticipated.

C. District Board Policies and Administrative Procedures Committee (BPAP): Marilyn Kennedy

AP 7120C Faculty Hiring Policy: This was deferred to the fall. They are still looking into the reports from OCC faculty that OCC HR was mandating that they use certain questions and rubrics that were not in the policy and were not being mandated at the other colleges. **BP/AP 3530 Weapons Prohibited on District Property:** We spent over an hour discussing guns, safety, the law, and the policy. The District Chief of Police is the one person on our District property allowed to carry a gun because he has certification from the State, part of his job description. Additionally, language was added stipulating that if any group wants to hire extended security services in the District, they have to go through a process of approval. **OCC President Suarez:** Recommended that when this item on the HR rubric comes back to the Senate, that we also ask the District Vice Chancellor of HR to join us. Some of these changes that Orange Coast was implementing have been the recommendations of the EEOAC district wide committee.

4. New Business

A. Faculty Handbook: New Title is Faculty Resource Guide: Tyler Boogar & Rendell Drew:

VP Drew: Recognized the group that worked on the updating of the faculty handbook: Tyler Boogar, Eric Cuellar, Jason Ball, and Leland Paxton. One of the recommendations was to change the title from *Faculty Handbook* to *Faculty Resource Guide*. It is 85% done and the PDF version is going through accessibility screening. Overall, they made some major updates, and it is an evolving document. It may take time over the summer to update the entire document. The workgroup focused on the areas that pertained to the Senate and the 10+1. The Office of Instruction has taken care of the operational sections and their support staff has reviewed and revised all the links. The *Faculty Resource Guide* does not substitute the union contract. There is a good working relationship with the workgroup and the Office of Instruction.

Senator Boogar: Appreciated that there were a variety of perspectives from classroom faculty, counseling faculty, part-time faculty, and full-time faculty. There was a lot of discussion about what new faculty need immediately. As a group, they made a lot of recommendations. He thanked Theresa De Los Santos and Karen Rodriguez from The Office of Instruction for their work on updating the handbook.

Senator Cuellar: The intention is to have a welcome working document. **President**

Gordon: Thanked VP Drew for making this document a priority. He also thanked the rest of the workgroup for their recommendations and time. **VPI Grimes-Hillman:** Recognized Karen and Theresa's work. If the Online Advisory Board is concerned about accessibility, one of them or a staff member can contact Theresa de los Santos for assistance. The goal is to have the PDF document accessibility compliant and also searchable.

B. Equitable Placement, Support and Completion (AB 1705) Funding Allocation and the Submission of Funding Plans: Tyler Boogar

Senator Boogar: Provided an update on this regarding some things that require the President's sign off. He thought it was appropriate that the whole body was aware. Ever since the passing of AB 1705, the State has been promising funding to help support the discipline faculty who have to execute this law. The process for getting that funding has now been announced, and there is a form that a college has to submit to the State if they want to receive funding. It is not a typical form that requires a whole narrative about what you are going to do, but rather we will get the funding if we respond to this form.

This form asks us as a campus to commit to some broad things. We do not have to check all the boxes, but we have to check some of the boxes, and some of them directly affect the Math Department, the English Department, and some reach across disciplines. That form/memo is due July first, so it is going to have to be completed over the summer.

Senator Boogar stated that he can speak to his department and send recommendations to Institutional Effectiveness and the Office of Instruction for what they would like to see checked and not checked. He wants to make sure that as a campus we do not commit to things that we do not intend to do.

As a department there are things they are really excited about and then there are ideas that they are less excited about. They have submitted recommendations for what they think should be checked and unchecked. Ultimately, this is going to have to be

submitted as one combined document from the college to the State and the Academic Senate President will sign off.

Senator Boogar has had conversations with the VPI about this as this is mostly faculty purview. The amount of one-time money is \$732,000.00, by college and not by district.

VPI Grimes-Hillman: Stated that when you look at this document, it is largely some check boxes about things that were originally in 705 but they are now tagged as 1705 funding. We need to make sure we are following the letter of the law. It allows for tutoring, IT implementation and support, and support for reporting the data. Collecting the data is rigorous. It is a true statement that a lot of this will fall on faculty but there are also components that will fall to the college.

As for when we check the boxes, we will be working together to do that. We do not really have to plan out the fine details till we get the money. One of the things that is important with thinking about this money is that the Chancellor's office has a notorious way of saying "here is our money. Oh, we are taking it back." She wants us to be mindful because we saw that happen with deferred maintenance. Everything that is depending on the taxpayer dollar could potentially come back. This has a weird timeline for submission, but we will be mindful that faculty are included in the actual plans of the usage of the money.

- C. **AP 7120 Faculty Hiring (Redux); Marilyn Kennedy:** They did not discuss this policy in the last meeting of the committee. It is going to be covered in the fall. There was major rewording and restructuring of the area about the search committee for faculty. They are still looking into the reports from OCC faculty that OCC HR was mandating that they use certain questions and rubrics that were not in the policy and were not being mandated at the other colleges.

- D. **Suspension of Rules to Empower the E-board to act on behalf of full Senate during the last week of the semester.**

President Gordon explained that the Senate bylaws allow for the E-Board to act for the Senate when school is not in session, but they don't cover the last week after the last Senate meeting if events come up, and that has happened in the past.

Motion 3: VP Drew moved to approve the suspension of rules to empower the E-board to act on behalf of full senate on the last week of the semester; motion seconded; motion approved with one abstention. [See Voting Tally Chart at the end of these meeting minutes.]

5. Adjournment of the Regular Meeting

President Gordon adjourned the meeting at 12:10 p.m.

6. Approval of the Minutes: May 23, 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 & Senate Membership	Motion 1 Minutes 5/09/23	Motion 2 Consent Agenda	Motion 3 E-board to act on behalf of the full senate
<i>The Presiding Officer's vote shall be recorded as an abstention, unless breaking a tie.</i>			
Alabi, Jessica A.: Senator-at-Large (2020-2023)	Aye	Aye	Aye
Ball, Jason: Part-Time Senator (2022-2023); 11:39 a.m.	Absent	Absent	Aye
Barnes, Carol: Counseling Senator (2021-2024)	Aye	Aye	Aye
Barrios, Nina: Part-Time Senator (2022-2023)	Aye	Aye	Aye
Boogar, Tyler: Math and Sciences Senator (2020-2023)	Aye	Aye	Aye
Budwig, Eric: Technology (2020-2023)	Aye	Aye	Aye
Chavez Jimenez, Irving: Senator-at-Large (2021-2024); 11:37a.m.	Aye	Aye	Aye
Cohen, Eric: Senator-at-Large (2021-2024)	Aye	Aye	Aye
Connor, Sean: Senator-at-Large (2020-2023)	Aye	Aye	Aye
Cuellar, Eric: Senator-at-Large (2021-2024); 11:32 a.m.	Aye	Aye	Aye
Della Marna, Jodi: Library & Learning Sup. Senator (2020-2023)	Aye	Aye	Aye
DeShano, Tina: Consumer Health Sciences Senator (2020-2023)	Aye	Aye	Aye
Drew, Rendell: Vice President, Senator-at-Large (2020-2023)	Aye	Aye	Aye
Ely, Cyndee: Part-Time Senator (2022-2023); 11:38 a.m.	Absent	Absent	Aye
Gordon, Lee: President, Senator-at-Large (2022-2025)	Abstain	Abstain	Abstain
Kennedy, Marilyn: Secretary, Lit. and Lang. Senator (2022-2025)	Aye	Aye	Aye
Legaspi, Jodie: Athletics and Kinesiology Senator (2020-2023)	Aye	Aye	Aye
Neil, Jeanne: Business and Computing Senator (2022-2025);	Aye	Aye	Aye
Pullman, Lori: Curriculum Chair (Non-Voting)	-	-	-
Sachs, Loren: Senator-at-Large (2022-2025)	Aye	Aye	Aye
Sheehan, Katherine (2021-2024)	Aye	Aye	Aye
Stanton, Jordan: Social and Beh. Sciences Senator (2022-2025)	Aye	Aye	Aye