

# Academic Senate

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, February 4, 2020, at 3:00 p.m., in room 107 of the Anaheim Campus, the Vice-President being in the chair and the Secretary being present.

Senate Vice President Cathy Dunne called the meeting to order at 3:05 p.m.

Present Members: Janet Cagley, Kristina De La Cerda, Phil Famolaro, Allison Ferrier, Patty Lujan, Megan Ly, Candace Lynch, Cathee Mang, Victoria Myers, Rosie Navarro, Alice Niyondagara, Jennifer Oo, Michelle Patrick-Norng, Cyndi Ramirez, Megan Reeves, Giana Rivera-Tweedie, Erin Sherard, Julie Shields, Casey Sousa, Alli Stanojkovic, Kimberley Stiemke

Guests: Dean Karen Bautista, Jennifer Perez, Jeremy Peters, Provost Valentina Purtell

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- I. Approval of agenda- Cathy Dunne requested that the New Business section be reviewed prior to the Old Business section, add Distance Education Plan item to the Old Business section, and add the Kindness Confetti section after the Executive Committee Report. Casey Sousa moved, "to have the New Business section be reviewed prior to the Old Business section, add Distance Education Plan item to the Old Business section and add the Kindness Confetti section after the Executive Committee Report." The motion was seconded and adopted.
  - II. Approval of 1/7/2020 meeting minutes- Was approved with no corrections.
  - III. Announcements & Public Comment
    - Jeremy Peters provided an update on the current UF negotiations with the District.
    - Khanh Ninh provided information about the upcoming Academic Senate of California Community Colleges Executive meeting. It will be held on March 6, 2020 at NOCE's Anaheim campus. The meeting is from 11 a.m. - 6 p.m. in room 611. Everyone is welcome to attend and there will be chairs along the perimeter of the room for people to stop in and out.
    - Valentina Purtell congratulated Ally Garcia, NOCE counselor on being nominated for Parenting/Orange Department of Education's Top School Employee.
  - IV. Executive Committee Reports
    - A) President's Report, Tina McClurkin- Absent.
    - B) Vice President's Report, Cathy Dunne
      - Kindness Calendar- Special thanks to Kristina De La Cerda for providing us with a link to a happiness calendar. Link will be sent out.
      - OCAPICA Workshops – NOCE has partnered with the Orange County Asian Pacific Islander Community Alliance (OCAPICA) to provide many wonderful resources to our NOCE students. They will be at the Anaheim Campus providing wellness and mental health workshops every Wednesday. An Arabic and a Spanish representative from OCAPICA will come every Wednesday. NOCE students will be

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able to make appointments with them on Wednesdays from 1 p.m. – 4 p.m. Link will be sent out for the February and March workshop schedule.

C) Secretary's Report, Khanh Ninh- No report.

V. Kindness Confetti

- February birthdays were recognized.
- Kindness Confetti recognized Jennifer Carey, Allison Ferrier, Ally Garcia, and Giana Rivera-Tweedie.

VI. Old Business

A. Survey Results – Cathy Dunne

- Reviewed survey results. Academic Senate Executive team will refer to these results to guide team on how to improve the Academic Senate meetings.

B. Distance Education Plan – Janet Cagley

- Janet request that members review the Plan and email her with any suggestions/comments by February 19, 2020.
- Michelle Patrick Norng moved, "to have members send Janet any suggestions/comments by February 19, 2020." The motion was seconded and adopted. The motion passed with 21 votes in favor, no nays, no abstention.

VII. New Business

A. Enrollment Services Proposal – Valentina Purtell and Jennifer Perez

- With various demographic changes and new laws that have negatively impacted enrollment at every educational level, Provost Purtell and Jennifer Perez reviewed the reasons why they believe that it was an appropriate time to hire the Collaborative Brain Trust (CBT) firm to assist NOCE in finding effective ways to increase our enrollment.
- The contract with CBT will need to be placed on the Board agenda for approval.
- Provost Purtell and Ms. Perez fielded questions from Senate members.
- Provost Purtell collected the list of questions and will email her findings to Academic Senate President Tina McClurkin who will transmit the information to Senate members. This topic will be further discussed at the next Senate meeting before a vote is taken on whether to support/not support the Proposal.

B. Connect and Grow Workshops – Cathy Dunne

- The first workshop will be offered on February 12, 2020, 8 a.m. – 9 a.m. or 11:30 a.m. – 1 p.m. If adjunct faculty senators can attend, they will need to submit their regular senate timesheet in order to be compensated.
- Dean Bautista stated that if the workshops are successful at the Anaheim Campus, then there may be an opportunity to expand them to NOCE's other sites in the future.

C. President-Elect nominations – Cathy Dunne

- Nominees are Jennifer Oo and Kimberley Stiemke. Later today, an email will be sent out with the nominee's statements and a link to vote. The voting site will be open through Friday in order to allow everyone an opportunity to vote.
- Candace Lynch suggested an idea that the runner up might want to consider being the Vice President.

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## VIII. Committee Reports

- **Educational Facilities Master Planning Steering Committee**- Michelle Patrick-Norng submitted report for the January 10, 2020 meeting. Topics discussed: The NOCCCD Education & Facilities Master Plan Project Team is led by Brailsford & Dunlavey and Moore Ruble Yudell Architects and Planners. Members of the Steering Committee continued to discuss new Strategic Directions for the District; the new goal is to finalize them in February. This is a high priority. Members then broke into groups for each site (FC, CC, and NOCE) to discuss top priorities for the facilities master plan. Possible pilot projects and concepts regarding facilities at each campus were discussed within each group and shared in summary with the team (i.e.: new buildings, renovate current buildings, mobility hubs, dining options, outdoor seating, technology upgrades, solar panels, etc.). Pilot projects and facilities concepts were scheduled to be presented to faculty/staff at each campus for further commentary/feedback later in the month; Tina requested that a faculty member from each department be present. Students will also have another opportunity to provide feedback to the team.

- **NOCE Technology Committee**- Michelle Patrick-Norng submitted report for the January 13, 2020 meeting. Topics discussed: There is an issue with HP and the delivery of the roughly 90 computers that were to be installed over the winter break. Morgan Beck is hoping to have the computers delivered in the next month or so and install them on Fridays/Saturdays during the term. The goal is to complete installation without impacting the classroom instruction too much (new computers should work the same way, just at a faster speed). There is \$50,800 instructional equipment budget available. Terry Cox asked faculty and staff to review their program needs and submit budget requests to the Budget Committee. The Budget Committee meets January 29, February 26 and March 25. The purchasing deadline is April 15, so all requests need to be approved before then. Ongoing active projects for the IT Team include Modo Lab Rollout (NOCE app), iTendance, Timekeeper, NOCE Website Upgrade and NOCRC Website, SLO software, Augusoft, ESL staff refresh, iPad for ESL, LEAP move to the Anaheim 1st floor, Network Refresh, student printing (ePrintIT), Helpdesk/Ticketing System, Thunderbird Leadership Consulting, and Office365 consolidation. For more information about any of the active projects, please reach out to Michelle Patrick-Norng at [mpatrick@noce.edu](mailto:mpatrick@noce.edu).

- **Professional Development**- Candace Lynch and Erin Sherard

- Pro D has seen an increase in the number of applications being submitted

- NOCE's ProD will align with our sister colleges policy of paying for hotel accommodations only if the event is at least 50 miles from the workplace. If the mileage is less than 50 miles, hotel accommodation may still be approved if it's warranted. ProD application to be revised to reflect this change as well as the way mileage reimbursement is calculated.

The meeting adjourned at 4:34 p.m.  
Khanh Ninh, Secretary