

Academic Senate

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, March 3, 2020, at 3:00 p.m., in room 105 of the Anaheim Campus, the Vice-President being in the chair and the Secretary being present.

Senate President Tina McClurkin called the meeting to order at 3:04 p.m.

Present Members: Janet Cagley, Kristina De La Cerda, Carlos Diaz, Phil Famolaro, Allison Ferrier, Gary Jimenez, Megan Ly, Candace Lynch, Cathee Mang, Lauren Maynard, Victoria Myers, Rosie Navarro, Alice Niyondagara, Jennifer Oo, Michelle Patrick-Norng, Megan Reeves, Erin Sherard, Julie Shields, Casey Sousa, Alli Stanojkovic, Kimberley Stiemke, Matt Van Gelder, Kenny Yu

Guests: VP of Instruction Karen Bautista, Linda Langgle, Jayzelle Mata, Raquel Murillo, Jennifer Perez, Pres. Valentina Purtell

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- I. Approval of agenda- Cathy Dunne moved to approve the agenda. The motion was seconded and adopted.
 - II. Approval of 2/4/2020 meeting minutes- Was approved as corrected.
 - III. Announcements & Public Comment
 - Tina McClurkin informed Senate members that the Office of Diversity & Compliance is hosting a focus group for faculty of color to discuss their experiences, challenges as well as strategies for meeting those challenges.
 - Tina McClurkin reminded Senate members that there will be another Senate meeting on Tuesday, March 31, 2020 and none in April.
 - A) President's Report, Tina McClurkin
 - President-elect is Jennifer Oo.
 - Reviewed the open positions for the 2020-21 academic year. Nominations will occur at the end of April with voting to occur in mid-May. Newly elected faculty will assume their position at the June meeting. Positions up for nomination are: Vice Pres., Secretary, ASCCC Delegate and four adjunct positions.
 - ASCCC Executive meeting will be taking place on Friday, March 6, 2020 from 11:00 a.m. to 6:00 p.m. at the Anaheim Campus, room 611.
 - Pres. Purtell will be presenting NOCE's Annual Report and the Institutional Effectiveness Report to the Board of Trustees at the March 10, 2020 meeting.
 - WASC Mid-Cycle Report will be sent out to the Academic Senate by March 20, 2020 for feedback. At the March 31, 2020 meeting, Senate will be voting on whether to approve/not approve the Report.
 - The NOCE Accessibility Workgroup is being formed and a request had been made to have 2-3 faculty members participate. Janet Cagely, DE Coordinator, Michelle Patrick-Norng, Accessibility Specialist, and Megan Reeves, ProD will be the faculty representatives.

Academic Senate

B) Vice President's Report, Cathy Dunne- No report.

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

V. Kindness Confetti

- March birthdays were recognized.
- Kindness Confetti recognized Carlos Diaz, Candace Lynch, Maricela Moran, and Alli Stanojkovic.

VI. Old Business

A. Enrollment Services Proposal – Valentina Purtell, Jennifer Perez

- Ms. Perez provided information about the role and responsibilities of the Campus Communications Office by reviewing a powerpoint presentation titled, "Campus Communications Overview."
- Discussed pros/cons of the CBT and Stamats proposals.
- Pres. Purtell and Ms. Perez fielded questions from Senate members.
- Candace Lynch moved, "to support Ms. Perez recommendation of contracting with Stamats." The motion was seconded and adopted. The motion passed with 25 votes in favor, no nays, one abstention.

B. Distance Education Plan – Janet Cagley

- There were no major revisions requested by Senate members or the President's Cabinet. There was one minor revision which is revising the Dean's title to reflect the new title of Vice President.
- Candace Lynch moved, "to approve the Distance Education Plan with the minor revision to the Dean's title." The motion was seconded and adopted. The motion passed with 25 votes in favor, no nays, one abstention.

VII. New Business

A. Institutional Culture Work and Instructional Programs – Karen Bautista

- VP Bautista provided history of her educational and career background. Discussed how she works best which is collaboratively and suggested trying something which is that she would like to regularly attend the Senate meetings.
- Discussion regarding how other meetings have various stakeholders present. Tina McClurkin reminded members that Senate meetings are open to the public as we are governed by the Brown Act.

B. Texting for Counseling – Michelle Patrick-Norng

- Wanted to obtain feedback from Senate members whether it would be beneficial to have the ability to send/receive text messages from students. General consensus from Senate members was that there was a low interest in using this technology, but that counselors may want to have additional discussions if this may benefit their interactions with students.

VIII. Committee Reports

- **Commencement Committee**- Khanh Ninh

- Reminded Senate members that the Commencement Ceremony is confirmed for Friday, June 26, 2020 at Cottonwood Church. Provided update on several new

Academic Senate

Certificates that will either be invited to attend the Commencement Ceremony or Student Success event.

- Nomination process for the two student speakers as well as the link to be shared soon. Betty Yee, California's State Controller will be the featured speaker this year. Per feedback from Senate members at the February 5, 2019 Senate meeting, there will be no faculty speaker for this year's event. Senate members are still in agreement with that recommendation.
- Faculty will not be asked to be Marshalls as the Administrative Assistants will again take on the task of student ushering.

- Educational Facilities Master Planning Steering Committee- Michelle Patrick-Norng submitted report for the February 21, 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 looked at a rough draft of the new Strategic Directions for the District; additional feedback was provided. There are five Strategic Directions in total, with specific goals related to each direction identified. The Strategic Directions include statements for the following categories: *Student Experience and Success, Employee Experience, Stewardship of Resources, Collective Impacts and Partnerships, and Physical Environment*. The latter half of the meeting was spent examining the top priorities for the facilities master plan with feedback from the most recent campus workshops incorporated into the presentation. Possible pilot projects and concepts regarding facilities at each campus were discussed (ie: new buildings, renovate current buildings, mobility hubs, dining options, outdoor seating, technology upgrades, solar panels, etc.). NOCE will be hosting a workshop sometime in March, prior to the next EFMP meeting which is planned for Friday, March 27, 2020. The architects are also working to determine which projects could be piloted with the lowest cost to the District. For more information about the EFMP meetings, please reach out to Michelle Patrick-Norng at mpatrick@noce.edu.

- NOCE Technology Committee- Michelle Patrick-Norng submitted report for the February 10, 2020 meeting. Topics discussed: Morgan is hopeful that the delivery of the roughly 90 computers will happen within the next 6-10 weeks. The plan is for Rooms 403 and 405 to receive the new computers. The budget for instructional equipment will be covering new projectors and some chairs at the Anaheim campus, primarily in the new location of the LEAP office and its classroom(s) on the 1st floor. The position to replace Curtis Galvez had to be reflowed and recently closed (2/4/20). Morgan is hoping that there will be a stronger pool of candidates and that a permanent replacement will happen before the end of this academic year. Enrique Sandoval's position may be limbo longer than anticipated due to the upcoming departure of Nick Wilkening (District IT). Nick's position will fly as a one-year Interim position for now. Ongoing active projects for the IT Team include Modo Lab Rollout (NOCE app), iTendancy, Timekeeper, NOCE Website Upgrade and NOCRC Website, SLO software, Augusoft, ESL staff refresh, iPad for ESL, Network Refresh (including a new voicemail system), 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.

Academic Senate

- **California Adult Education Program (CAEP) Workgroup-** Jennifer Carey submitted report for the February 4, 2020 meeting. Topics discussed: Working on getting all the paperwork for GED students so they can participate in the Commencement Ceremony. Working on having all GED students declare NOCE as their center of study on GED.com so our GED faculty can access student records and confirm completion of all GED subjects.

The meeting adjourned at 4:50 p.m.
Khanh Ninh, Secretary