

# Academic Senate

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, June 2, 2020, at 3:00 p.m., as a videoconferencing meeting. The President being in the chair and the Secretary being present.

Senate President Tina McClurkin called the meeting to order at 3:01 p.m.

Present Members: Janet Cagley, Jennifer Carey, Kristina De La Cerda, Carlos Diaz, Cathy Dunne, Yvette Krebs, Phil Famolaro, Allison Ferrier, Patty Lujan, Megan Ly, Candace Lynch, Cathee Mang, Lauren Mata, Joy Miller, Victoria Myers, Rosie Navarro, Alice Niyondagara, Jennifer Oo, Michelle Patrick-Norng, Megan Reeves, Cyndi Ramirez, Erin Sherard, Julie Shields, Casey Sousa, Alli Stanojkovic, Kimberley Stiemke, Matt Stivers, Matt Van Gelder, Kenny Yu

Guests: VP of Instruction Karen Bautista, Nathan Brais, VP of Student Services Martha Gutierrez, Interim Director of Counseling and Student Services Deborah Perkins

- 
- I. Approval of agenda- Tina McClurkin requested that the New Business, item a regarding Guided Pathways Scale of Adoption Plan be moved before the Old Business section and to include Distance Education as a discussion item under Old Business. Cathy Dunne moved, "to have the New Business, item a regarding Guided Pathways Scale of Adoption Plan be moved before the Old Business section and to include Distance Education as a discussion item under Old Business." The motion was seconded and adopted.
  - II. Approval of 5/5/2020 meeting minutes- Was approved with no corrections.
  - III. Announcements & Public Comment
    - Julie Shields thanked Tina McClurkin for her service as Academic Senate President.
    - Lauren Mata informed Senate that she has been voted to be the next Adjunct Faculty United President.
  - IV. Executive Committee Reports
    - a) President's Report, Tina McClurkin
      - Congratulated Lauren Mata on being voted to be the next Adjunct Faculty United President.
      - Erin Sherard is the 2020-2021 ASCCC Delegate.
      - Both Chancellor Marshal and President Purtell released their budgets for the District and NOCE respectively on May 28, 2020. Senate members are encouraged to attend one of the two scheduled, "Pastries with the President," zoom meetings to be held on June 4, 2020 at 10 a.m. and at 5 p.m.
      - At the last Board of Trustees meeting, Eileen Philips retirement was approved for the end of June 2020.
    - b) Vice President's Report, Cathy Dunne- No report.
    - c) Secretary's Report, Khanh Ninh- No report.

# Academic Senate

- V. Kindness Confetti  
a) June and July birthdays were recognized.
- VI. Old Business  
a) Distance Education- Tina McClurkin  
- The first cohort has begun the online training course with two additional cohorts to begin during the summer term. NOCE has encouraged adjunct faculty to participate in the training.  
- Faculty members wishing to teach online must be certified by the end of the year. NOCE's certification is good for three years.  
- For those who are not certified to teach online, alternative duties will be assigned, but the specific duties are still being negotiated by United Faculty.
- VII. New Business  
a) Guided Pathways Scale of Adoption Plan- Deborah Perkins  
- The Plan was completed in spring of 2019 and presentation was to provide a progress update.  
- NOCE is not required to submit the Plan to the State Chancellor's office, but NOCE is doing so to document our progress. It will also be included in our WASC evidence room. Plan will be completed annually through 2022.  
- Concern was raised that there may have been programs such as the ESL Academic Success Program that was not included in the Plan. Ms. Perkins stated that in an effort highlight the main issues, there may have been programs that were combined.  
- Cathy Dunne moved to, "approve the Plan." The motion was seconded and adopted. The motion passed with 30 votes in favor, one nay, no abstention.
- b) Transition- Tina McClurkin and Jennifer Oo  
- Cathy Dunne thanked Tina McClurkin for her service as Academic Senate President.  
- Khanh Ninh thanked Tina McClurkin for her service as Academic Senate President and Cathy Dunne for her service as Academic Senate Vice President.  
- Tina McClurkin recognized Jennifer Oo as the incoming Academic Senate President.  
- Jennifer Oo reminded Senate that the Mandatory Flex Day will be on Thursday, August 13, 2020. The Non-Student Duty Day will be on Friday, August 14, 2020 which will also be NOCE's Opening Day and for some departments, they will hold their departmental meeting on this day as well.  
- Jennifer will confirm the meeting day/time of the Academic Senate Retreat with Pres. Purtell.  
- Due to multiple ongoing issues, an Academic Senate meeting is tentatively planned for Tuesday, July 7, 2020.

# Academic Senate

## VIII. Committee Reports

- **Professional Development-** Candace Lynch

- Committee is planning for the Fall Mandatory Flex Day. Multiple topics were suggested such as coping with trauma, equity, and the use of technology.

- **NOCE Technology Committee-** Michelle Patrick-Norng submitted report for the May 11, 2020 meeting that was held as a videoconferencing meeting. Topics discussed: There are still no major changes in status of procurement of technology. ESL did obtain some headsets, but everything else has been very hard to come by. There are fewer shipments overall (nationally/internationally). For example, NOCE ordered Surface laptops in early March, prior to COVID19 campus closures, and the order was not filled; the order was recently cancelled. Orders that are being placed/recently placed are still in process but likely won't be filled this fiscal year. Temporary employee contracts (3 in total; Roland Pasuca, Tom Cao, Erin Park) will be completed in June (end of academic year) and will not be renewed due to CSEA/HR contracts. The permanent F/T position (replacing Curtis Galvez) closed and the candidate was selected. As of 5/13/20, the Board package was being finalized and hopefully going to BOT in late May; ideally to have the individual start June 1st. I have not seen any email updates regarding this position (school wide announcement, etc.). The Interim position to fill Morgan's position closed about a week before the May 13th meeting; ideally the selected candidate will begin July 1st if all goes as planned. **Loan Devices:** NOCE brought back roughly 5 laptop carts (approx 300 laptops) and issued 239 to students during the first distribution event on 5/27/20; the funding that purchased the laptops will determine which students would be eligible to borrow (ie: ESL AEFLA funding vs. CAEP funding). The FC/CC student pick up ratio was not been significantly high. NOCE team shared that the next distribution date will likely take place closer to the start of summer term. **RingCentral:** NOCRC funding is being used for RingCentral and will likely continue until early 2021 when the new Cisco phone system is rolled out; currently the Cisco system does not include a texting feature. We will need to discuss this as a team within NOCE since texting has been very beneficial during remote instruction thus far.

- **Educational Facilities Master Planning Steering Committee-** Michelle Patrick-Norng submitted report for the May 15, 2020 meeting that was held as a videoconferencing 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 feedback and comments submitted by faculty/staff/community members during the online review process that lasted through May 14th. Members were asked to send in any additional suggestions/feedback ASAP. The finalized draft will go to the Board in June. The EFMP Steering Committee does not have another meeting scheduled.

# Academic Senate

- **Institutional Culture Workgroup**- Michelle Patrick-Norng submitted report for the May 28, 2020 meeting that was held as a videoconferencing meeting. Topics discussed: Members of the Institutional Culture Workgroup discussed the major takeaways that they have experienced through working with EQ Schools (Roni and Alli). Feedback was provided regarding which information would be helpful for Roni and Alli to include in their final report; the final report will be submitted in June to the NOCE Leadership team and will include overarching themes and recommendations moving forward. Valentina plans to share the report with all of NOCE and will review the document with President's staff. The workgroup is hoping to meet one more time in June to discuss "Meeting Guidelines" that were originally going to be discussed as a team prior to campus closures.

The meeting adjourned at 4:06 p.m.  
Khanh Ninh, Secretary