

# Academic Senate

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, October 6, 2020, at 3:00 p.m., as a videoconferencing meeting. The President being in the chair and the Secretary being present.

Senate President Jennifer Oo called the meeting to order at 3:05 p.m.

Present Members: Janet Cagley, Jennifer Carey, Kristina De La Cerda, Carlos Diaz, Cathy Dunne, Allison Ferrier, Ally Garcia, Gary Jimenez, Yvette Krebs, Corinna Lopez, Patty Lujan, Megan Ly, Candace Lynch, Cathy Mang, Tina McClurkin, Victoria Myers, Rosie Navarro, Alice Niyondagara, 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, Dulce Delgadillo, Sandra Murillo, President Valentina Purtell, Ivan Stanojkovic

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- I. Approval of agenda- Candace Lynch moved to approve the agenda. The motion was seconded and adopted.
- II. Approval of 9/1/2020 meeting minutes- Approved by unanimous consent with no corrections.
- III. Announcements & Public Comment
  - Erin Sherard commented on the possibility of using Special One-Time funds to replace Curricunet. Candace Lynch stated that State Chancellor's office has been looking at the replacing the system, but nothing has been decided.
  - Candace Lynch mentioned that the District Office of Diversity and Compliance is going to have a poster campaign to promote the diversity of NOCCCD's student population. Faculty can email either Candace, Jennifer Oo or the Director of Diversity and Compliance, Arturo Ocampo ([aocampo@nocccd.edu](mailto:aocampo@nocccd.edu)) if you have students who may be interested in doing a photo shoot for the promotional materials.
  - Kimberley Stiemke is asking for another faculty to join the Curriculum Committee.
- IV. Executive Committee Reports
  - a. President's Report, Jennifer Oo
    - Faculty encouraged to turn on their zoom video so that everyone's faces can be seen.
    - Asked for volunteers to assist with the Anaheim Campus Food Drive Through that will begin this Friday from 9:00 am to 12:00 pm. Event will occur every other Friday with the last distribution on December 18, 2020.
    - Jennifer Oo asked faculty to review Committee List and email her with any corrections.

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b. Vice President's Report, Carlos Diaz  
- At the last President's Cabinet meeting, reviewed new policy AP5041, Student Records: Preferred Name and Gender. Prof Jenelle Herman shared concerns regarding the language and verbiage of the policy. Faculty asked to review policy and email Prof Herman at [JHerman@cypresscollege.edu](mailto:JHerman@cypresscollege.edu) with your feedback.

c. Secretary's Report, Khanh Ninh - No report.

V. Kindness Confetti

a. October birthdays were recognized.

VI. Unfinished Business

a. Response to Call to Action – Jennifer Oo

- In July, had discussion of possible activities such as offering a scholarship. Email Jennifer with any additional ideas.

b. 2021/22, 2022/23 Academic Year Calendar – Jennifer Oo

-Calendars were reviewed and Jennifer asked that feedback be emailed to her by 4:00 pm, Friday, October 9, 2020.

c. In-Person Instruction DRAFT Plan – Jennifer Oo

- Faculty identified additional information that should be included in the In-Person Instruction Plan and requested more specific guidance for a few of the bulleted items. Additional feedback can be emailed to Jennifer Oo who will present them at the next Pandemic Response Team meeting.

- Pres. Purtell suggested that instead of looking for the Manager on Duty, may be more efficient to contact Campus Security who can locate the Manager.

VII. New Business

a. Faculty Prioritization Process – Valentina Purtell

- Pres. Purtell reviewed the Faculty Prioritization Process, the projected budget cut, and the drop in enrollment. Due to these factors, she is recommending that the Process be paused for this year and reconvene in 2021.

- Candace Lynch moved, "to pause the Faculty Prioritization Process for 2020." The motion was seconded and adopted. The motion passed with 26 votes in favor, no nays, one abstention.

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b. Campus Climate Survey – Dulce Delgadillo

- The Student and Employee Campus Climate surveys are supposed to be done every 2-3 years. Plan is for the surveys to be launched by the end of next week. They are anonymous and confidential.
- A Spanish survey will also be launched and has been vetted by the Institutional Effectiveness Committee and the President's Cabinet.

c. Instructional Designer Position – Janet Cagley

- One-time Distance Education funds will be used for this temporary position. Job description was based on a position posted by Foothill DeAnza Community College District.
- VP Bautista would like to see this become a permanent position and additional discussions will be needed with Human Resources to determine how this position will be classified. As there are multiple components that needs to be developed, Cypress and Fullerton Colleges, they have a team of people to implement their Distance Education program.

d. SLO Update – Tina McClurkin

- eLumens was purchased approximately one year ago and during 2019-2020, a pilot team was testing the software.
- Starting tomorrow, DSS will be the first department to receive the training. The training consists of 1 and ½ hours sessions per week for three weeks.
- The CTE department will be trained during the month of November, then the HSDP, ESL and LEAP departments will be trained in Spring 2021.
- By Fall 2021, it is expected that everyone will input their SLOs into the system.

e. Curricunet Training – Kimberley Stiemke

- Reviewed some of the most relevant links. Showed how to access course information and explain the meaning of the codes.
- Faculty advised to contact Kimberley if needing to access Curricunet.

VIII. Committee Reports

- **NOCCCD Equal Employment Opportunity (EEO)Advisory Committee** – Joy Miller submitted report for the September 24, 2020 meeting that was held as a videoconferencing. Topics discussed: the recommendations that the Diversity Equity & Compliance Office presented to the Educational Facilities Mater Plan (EFMP), Recruitment and Hiring Recommendations, NOCCCD Diversity Equity & Inclusion Meeting- Call to Action Summary of Recommendations to Chancellor Marshall and Black Lives Matter Oversight Taskforce- Recommendation Timeline Response.

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- **NOCE Technology Committee** – Michelle Patrick-Norng submitted report for the September 14, 2020 meeting that was held as a videoconference. Topics discussed: The Network Refresh is still in progress. Over the next two months, the IT Team will continue working with the District on a Multi-factor Authentication (MFA) project which will be an added security feature for NOCCCD employees. The security feature would only deny access to employees who are trying to access information/portals from outside of the network. RingCentral is being funded through March 2021; however, the new Voiceover IP (VOIP) is still in the works to be rolled out this academic year. Allan and the IT Team are working hard to have the VOIP work with Teams and, if possible, still include a texting feature. WiFi access should be available to students at the NOCE Anaheim campus (parking lot) in October; more details will be shared via the Communications Department as it becomes available. Wifi access is already available to students at Cypress College and Fullerton College in designated parking lots. A replacement for MyGateway is currently being discussed. The timeline includes 18-24 months to review options, test, and implement. The goal is for implementation to take place in 2022. Laptop Loan Program: The last day for fall distribution of laptop devices is October 29th. As of September 14th, 615 laptops had been loaned to students. Remaining laptops as of 9/24/20: **44 AEFLA-funded Lenovos, 14 CAEP-funded Lenovos, 42 DSS-funded Dells**. For more information about any of the active projects, please reach out to Michelle Patrick-Norng at mpatrick@noce.edu or Cathy Dunne at cdunne@noce.edu.

The meeting adjourned at 5:01 p.m.  
Khanh Ninh, Secretary