

# Academic Senate

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, December 1, 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 3:02 p.m.

Present Members: Janet Cagley, Jennifer Carey, Kristina De La Cerda, Carlos Diaz, Cathy Dunne, Allison Ferrier, Yvette Krebs, Corinna Lopez, Megan Ly, Lauren Mata, Tina McClurkin, Joy Miller, Victoria Myers, Rosie Navarro, Alice Niyondagara, Michelle Patrick-Norng, Cyndi Ramirez, Megan Reeves, Giana Rivera-Tweedie, Erin Sherard, Julie Shields, Casey Sousa, Alli Stanojkovic, Kimberley Stiemke, Matt Van Gelder, Kenny Yu

Guests: VP of Instruction and Student Services Karen Bautista, Julia Jackson, Patricia McCabe, Kelly Monroe, Ivan Stanojkovic

- 
- I. Approval of agenda- Jennifer Carey moved to approve the agenda. The motion was seconded and adopted.
  - II. Approval of 11/3/2020 meeting minutes- Was approved with no corrections.
  - III. Announcements & Public Comment
    - Kelly Monroe commented on the OTC Boot Camp course.
    - Patricia McCabe commented on the OTC Boot Camp course.
  - IV. Executive Committee Reports
    - a. President's Report, Jennifer Oo
      - Members encouraged to attend the Board of Trustees meetings that occurs every second and fourth Tuesdays of the month.
    - b. Vice President's Report, Carlos Diaz - No report.
    - c. Secretary's Report, Khanh Ninh – No report.
  - V. Kindness Confetti – Michelle Patrick-Norng
    - a. December birthdays were recognized.
  - VI. Unfinished Business
    - a. 2022/23 Calendar - Jennifer Oo
      - Spring Recess needs to be adjusted to align with the Cesar Chavez holiday so it will now be during the week of March 27, 2023 – March 31, 2023.
      - Vote was taken to, “adjust Spring Recess to the week of March 27, 2023,” and it passed with 28 votes in favor, no nays.
    - b. Department Coordinator – Alli Stanojkovic
      - Reviewed the revised Faculty Coordinator Reassigned Time Policy document.
      - Vote was taken to, “adopt the Faculty Coordinator Reassigned Time Policy document,” and it passed with 28 votes in favor, no nays.

# Academic Senate

- VII. New Business
- a. CTE Liaison – Tina McClurkin
    - The ASCCC allows for a CTE and a Noncredit liaison positions. NOCE's CTE department made an announcement to the CTE faculty seeking volunteers. Riffat Ahmed and Afraim Sedrak volunteered to be the NOCE's CTE Liaisons. They can attend the state conferences and report to the Academic Senate any pertinent information.
    - ProD and the CTE department can support the cost associated with the liaisons attending conferences.
    - There is no set time that the liaisons need to be in the position as long they are willing to volunteer.
    - Vote was taken to, "approve Riffat Ahmed and Afraim Sedrak for the CTE Faculty Liaison positions," and it passed with 28 votes in favor, no nays.
- VIII. Committee Reports
- **California Adult Educational Program (CAEP)/ Basic Skills Workgroup** - Jennifer Carey submitted report for the November 2, 2020 meeting that was held as a videoconference. Topics discussed: The Executive Committee approved the 2021/2022 budget request for the existing Anaheim Instructional GED and Direct Instruction activities to continue.
  - **Curriculum Committee** - Kimberley Stiemke
    - Committee reviewed and approved a total of 237 DE Addenda.
  - **Distance Education Advisory** - Janet Cagley
    - One hundred eighty-four instructors were awarded the Online Teacher Certificate (OTC).
    - Six adjunct instructors were able to assist in the facilitation of the OTC Boot Camp.
    - A celebratory box was sent to all OTC Boot Camp graduates and a Zoom celebration to occur in the future.

# Academic Senate

- **NOCE Technology Committee** – Cathy Dunne and Michelle Patrick-Norng submitted report for the November 9, 2020 meeting that was held as a videoconference. Topics discussed: **Security:** Multi-factor Authentication (MFA) project is in progress. 41 NOCE staff now have MFA set up for when they log in from home/off-campus. NOCE is phasing out Direct Access and moving towards VPN access for all faculty/staff accessing Banner, OnBase, Argos, ClockWork, etc. **Zoom:** NOCE now has two Zoom webinar licenses available for use. Submit ticket to IT HelpDesk if you are interested in using the webinar feature. **iTendance:** IT is moving iTendance to a new server. Use the temporary link for now; the team is working on redirect to the new site. **Tech Training:** Reach out to the IT team if faculty/staff need help/support with specific technologies that are being used; not everyone has the same skills. 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 3:54 p.m.  
Khanh Ninh, Secretary