

# Academic Senate

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, September 3, 2024, at 3:00 p.m., in room 402A (Anaheim Campus), room 118 (Cypress Center), staff lounge (Wilshire Center) and as a videoconferencing meeting for approved attendees who submitted an emergency cause or just cause form. The Senate president presided over the meeting, and the Senate Secretary/Treasurer took minutes and wrote them up.

Senate President Michelle Patrick-Norng called the meeting to order at 3:06 p.m.

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Members Present: Liliana Balasi, Jennifer Carey, Mirta Carmona, Kristina De La Cerda, Carlos Diaz, Gary Jimenez, Yvette Krebs, Corinna Lopez, Megan Ly, Candace Lynch, Cathleen Mang, Khanh Ninh, Michelle Patrick-Norng, Megan Reeves, Giana Rivera-Tweedie, Afraim Sedrak, Ioan Elvis Sersea, Erin Sherard, Julie Shields, Marlo Smith, Casey Sousa, Daniel Stackhouse, Alli Stanojkovic, Kimberley Stiemke, Matt Stivers, Anacany Torres, Courtney Williams, Matt Van Gelder, Kenny Yu

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Guests Present: Maria Aceituna, Laura Chaparro, Cassandra Cruz, Mike Garcia, Martha Gutierrez, Maria Hernandez-Figueroa, Deb Perkins, Jennifer Perez, Valentina Purtell, Souzan Sahakian, Julie Schoepf

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- I. Approval of agenda – Approved by unanimous consent with no corrections. Motion: Julie Shields, Second: Kimberley Stiemke
  - II. Approval of 5/7/2024 meeting minutes - Approved by unanimous consent with no corrections. Motion: Liliana Balasi, Second: Casey Sousa
  - III. Announcements & Public Comment
    - Anacany Torres shared that the College Transition course for students who are curious about how to enroll and prepare for college is starting on Wednesday, October 16 and running through November 13, 2024. The class meets on Wednesdays from 1:00-3:50 p.m. at the Anaheim Campus, room 312
    - Jennifer Carey shared an update that online tutoring in Canvas is available in almost any subject, especially math, English, writing and Canvas. All students will be helped with understanding assignments regardless of subject. Appointments are needed, and same day appointments are accepted. Service dog updates: Fanta was adopted by Jennifer Carey and is going through the process of being a therapy dog. Her new service dog in training is four-month-old Sherry.
    - Cathee Mang announced ESL College Success classes and ESL for Acting courses; UF meeting following the Senate meeting.
    - Kimberley Stiemke shared that the ASCCC Faculty leadership institute is in June, and the Curriculum institute is in July. She also shared Brown Act information related to voting protocols.
    - Marlo Smith thanked Michelle Patrick-Norng for collaborating on ways to support more NOCE adjunct faculty involvement in 10+1 matters.

- Kristina De La Cerda invited instructors to utilize the referral process to DSS or to have a DSS counselor come into the classroom to give a presentation to the entire class.

## IV. Executive Committee Reports

- a. President's Report: Michelle Patrick-Norng
  - Congratulations to Candace Lynch for the appointment of NOCE faculty fellow to the NOCCCD Office of Diversity, Culture and Inclusion.
  - District Technology: Network refresh 2.0 funding approved to fund tech expenses over the next five years.
  - Budget update: we are over FON (faculty obligation number) and will likely not be hiring faculty positions unless deemed critical, but we will still follow the same faculty position prioritization process for this academic year.
  - ASCCC has volunteer liaison positions, and six are encouraged, but they are not required and are volunteer positions that interested and willing faculty could step into. We struggle to fill our own committee positions as it is, so we haven't promoted those positions in the past. The Senate President has fulfilled the role of updating NOCE's Senate on ASCCC matters.
  - A goal for this academic year is to onboard adjunct faculty Senators to solidify and smooth out processes for adjunct Senators. Adjunct Senators are encouraged to request a one on one meeting with the Senate President to address needs and concerns.
- b. Vice President's Report, Jennifer Carey
  - Adjunct Senator Elections: Ballots are set to go out this evening (Tuesday, 9/3/24) at 5:00 p.m. to all NOCE adjunct faculty to fill vacant adjunct Senator positions. Voting closes on 9/24/24.
- c. Secretary's Report, Candace Lynch - No report
- d. Curriculum Committee Chair, Michelle Patrick-Norng filling in for Jennifer Oo
  - First curriculum committee meeting is next week, Tuesday, 9/10/24.
  - 27 courses in the curriculum queue to be reviewed and voted on at the upcoming meeting.
  - Curriculum Committee is an open meeting and anyone wanting to attend can do so.
- e. Distance Education Committee Chair, Corinna Lopez
  - DE committee reps visited fall department meetings and shared information, especially DE survey, which is not only for DE faculty.
  - NOCE OTC equivalency applications are ongoing to approve equivalency for faculty who are certified to teach online at other schools, A second option will be for faculty from non-approved schools will be able to apply for

equivalency and the DE committee will use a rubric to evaluate those applications.

- A few more POCR reviewers are needed.
- DE meetings are the first Thursday of every month at 3:00; upcoming topics: student surveys, the DE faculty handbook (recertification process).

V. Unfinished Business - None

VI. New Business

- Noncredit Summit, Informational (10 min) – Valentina Purtell and Julie Schoepf**  
President Purtell provided updates on the upcoming statewide Noncredit Summit that NOCE is hosting on October 3-4 in partnership with CCTAP and ACCE. This upcoming summit is designed to support the implementation of the Vision 2030 goals related to adult learners and adult education in terms of economic mobility, workforce development and educational attainments. This summit will focus on practical tools and resources as well as showcasing innovative practices across the state. President Purtell highlighted the event’s schedule as well as the intended audience, comprising teams of administrative, faculty, and research leadership. The venue is the Westin Anaheim Resort. A team of volunteers is working on logistics, led by Julie Schoepf. More volunteers are needed, and all volunteers will be trained on September 19<sup>th</sup> at 3 p.m. Registration is \$200 per person.
- Student Success Navigator Pilot Program, Informational (15 min) – Deb Perkins and Maria Hernandez**  
This District-wide initiative is a one year pilot, with each school taking its own unique approach and giving the initiative different titles. The goal is to empower students and direct them to the right resources. Goals: 1) Provide case management through student cohorts, 2) course completion, 3) persistence from fall to spring term. Supported through district one-time funds. Starfish will be used to track interactions as well as build in referrals. NOCE is hiring 10 student success navigators to help students connect to services and stay enrolled. They will be trained on all campus tools in order to assist students. Previous peer mentors in CTE will be joining the Student Success Navigator program. Instructional programs and the OIRP will provide data on attendance and other barriers.
- Academic Senate Meeting Dates 2024-25, Action (5 min) – Michelle Patrick-Norng**  
Approved by unanimous vote. Motion: Mirta Carmona, Second: Liliana Balasi

New proposed date for April meeting: Tuesday, April 15<sup>th</sup> (District Technology Committee meeting is the only overlap). The April meeting is essential for elections, committee assignments and staying on track to finalize the academic year.

- Academic Senate Overview, Informational (15 min) – Michelle Patrick-Norng**  
President Patrick-Norng explained role of a CCC Academic Senate and its interaction with a Board of Trustees, what 10+1 is and means, the composition of

# Academic Senate

NOCE's Academic Senate, where NOCE Academic Senate information is housed, the role of Senate President as a facilitator, voting procedures and protocols.

- e. BP/AP 7600 Campus Safety Officers, Informational (10 min) – Michelle Patrick-Norng  
President Patrick-Norng shared that BP/AP 7600 is currently under revision, and feedback is welcome as these are discussed and revised. Senators have the option of sending feedback to President Patrick-Norng and/or attending a Board of Trustees meeting.
- f. Committee Appointments, Action (5 min) – Michelle Patrick-Norng  
Approved by unanimous consent as a block vote. Motion: Mirta Carmoa, Second: Erin Sherard
  - i. Corinna Lopez, Curriculum Committee, 2-year term
  - ii. Martha Turner, Curriculum Committee, Manager Representative
  - iii. Erin Sherard, District Curriculum Coordinating Committee
  - iv. Karla Frizler, DE Committee, Manager Representative
  - v. Matt Van Gelder, DE Committee, 2-year term
  - vi. Anacany Torres, DEIAA Committee, 2-year term
  - vii. Giana Rivera-Tweedie, DEIAA Committee, 2-year term
  - viii. Giana Rivera-Tweedie, SEAP Committee, 2-year term

## VII. Committee Reports

- a. DEIA Committee Chair, Casey Sousa - Hispanic Heritage month starting on September 12<sup>th</sup>. Several events are taking place across the District. All events are open to all District employees.
- b. ProD Committee Co-Chair, Erin Sherard – Gave a recap of the fall faculty flex event in which a record 46 adjunct faculty members attended. A ProD goal this year is for connectedness, and in the spirit of this, options to volunteer for the Ronald McDonald House are forthcoming.

The meeting adjourned at 4:47 p.m.  
Candace Lynch, Secretary