

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, December 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 being chair and the Secretary being present.

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

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Members Present: Cynthia Azarcon, Liliana Balasi, Jennifer Carey, Mirta Carmona, Michael Garcia, Yvette Krebs, Corinna Lopez, Megan Ly, Candace Lynch, Khanh Ninh, Michelle Patrick-Norng, Jennifer Oo, Megan Reeves, Souzan Sahakian, Julie Shields, Erin Sherard, Casey Sousa, Alli Stanojkovic, Kimberley Stiemke, Matt Stivers, Anacany Torres, Anh Tseng, Kenny Yu

Jennifer Carey (remote non-voting), Erin Sherard (remote non-voting), Marlo Smith (remote non-voting), Courtney Williams (remote, non-voting)

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Guests Present: Maria Aceituno, Morgan Beck, Dulce Delgadillo, Jeremy Peters, Valentina Purtell

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- I. Approval of agenda – Michelle Patrick-Norng requested to change VI. New Business c. DEIAA Statement from an action item to a first read. Kimberley Stiemke requested to change the time allotment for IV. New Business f. Ease Learning/Skillways Courses from 15 minutes to 20 minutes. Julie Shields motioned to “amend the agenda as requested.” The motion was seconded and the agenda was approved unanimously as amended.
- II. Approval of 11/5/2024 meeting minutes - Approved by unanimous consent with no corrections. M: Julie Shields
- III. Announcements & Public Comment
  - Jeremy Peters, UF Lead Negotiator, clarified the most recent UF negotiations regarding noncredit workload and overload pay.
  - Anacany Torres shared information about the Spring 2025 College Transition course as well as ongoing counseling services and resources. Please refer students to the NOCE Student Services and Counseling page which has resources for students.
  - Maria Aceituno shared information regarding an upcoming Canvas workshop on December 11<sup>th</sup>. She congratulated Kimberly Stiemke for her article published in the current edition of the ASCCC Senate Rostrum.
  - Erin Sherard thanked those who signed up for the volunteer opportunity at the Ronald McDonald House and shared that sign-ups are still being accepted.

# Academic Senate

January Flex planning is under way. During Spring 2025, Jennifer Carey will be the ProD point of contact.

- Jennifer Carey shared information about this term's Puppies for Pawsitivity events.
- Michelle Patrick-Norng shared that the new NOCE Student Trustee will be formally seated at the next Board of Trustees meeting on Tuesday, December 17<sup>th</sup> and encouraged faculty and staff to attend.

## IV. Executive Committee Report (15 min)

- a. President's Report, Michelle Patrick-Norng
  - Congratulatory remarks were made regarding the recent accreditation visit for the CTE Pharmacy Technician program.
  - Kimberley Stiemke was appointed to the Search Committee for Vice Chancellor, Educational Services and Technology.
  - Candace Lynch was appointed to the Search Committee for Vice Chancellor, Finance and Facilities.
  - Updates were provided regarding resolutions that passed/did not pass at the Fall 2024 ASCCC Plenary.
- b. Vice President's Report, Jennifer Carey

Information regarding the OC Vision 2030 Regional Convening was shared, including its three overarching goals: access, success and support.
- c. Secretary's Report, Candace Lynch

Reminder to faculty to send committee reports when relevant for inclusion in Academic Senate minutes.
- d. Curriculum Committee Chair, Jennifer Oo

A demo of Curricunet "Maverick" was given at DCCC, although the final name is not finalized.
- e. Distance Education Committee Chair, Corinna Lopez

Shared an email on 11/22/24 regarding upcoming professional development opportunities related to DE, including OTC and OTAN

## V. Unfinished Business

- a. OTC Equivalency Rubric, Second Read/Action (10 min) – Corinna Lopez

The current draft was reviewed and discussed. Changes since the last draft were identified. Jennifer Oo motioned to "approve the rubric as presented." The motion was seconded and adopted unanimously.
- a. Software Purchase Process, Discussion (15 min) – Yvette Krebs and Morgan Beck

Information was shared regarding the draft of the Software Purchase Process. IT is working to formalize the process and is seeking feedback. Canvas LTIs will be a different process. The list of current software is being aggregated and will be shared. The discussion will continue as information and feedback come in. Please share any feedback with Yvette Krebs or Morgan Beck.

- b. Departmental Planning and Review Updates, Informational (15 min) – Dulce Delgadillo and Kenny Yu  
 A summary of NOCE's Departmental Planning and Review process and Cycle 2 updates was presented, focusing on the review timeline, departmental strengths, and areas for improvements. Faculty are encouraged to engage in the process at the department level. Ongoing updates will be presented at IEC.
  - c. DEIAA Statement, First Read (5 min) – Casey Sousa  
 The draft DEIAA statement was shared for Senate feedback. This statement, when completed, will go out to internal and external stakeholders. It will be brought back at a future meeting. Please share any feedback with Casey Sousa.
  - d. NOCE OTC Recertification Process, First Read (10 min) – Corinna Lopez  
 A first reading of the OTC Recertification Process took place, which includes five options for OTC recertification. The DE Committee is hoping to offer multiple, flexible ways for faculty to complete the recertification process. Please share any feedback with Corinna Lopez.
  - e. Grading Schemes, Discussion (10 min) – Jennifer Oo  
 NOCE has two different grading schemes: P, SP, NP and letter grades minus the F. Faculty serving on the Curriculum Committee have been asked to engage with their department faculty on the topic of grading scheme parameters and norms. This information, when shared, will be brought to the Senate for further discussion. A meeting regarding grading schemes will take place before the regularly scheduled Curriculum Committee meeting on December 10, 2024 at 2:30 p.m.
  - f. Ease Learning/Skillways Courses, Discussion (20 min) – Michelle Patrick-Norng  
 suggested tabling the item due to time constraints. Kimberley Stiemke motioned to "table the item until the February 2025 meeting." The motion was seconded and adopted unanimously.
  - g. Interim Management Positions, Informational (5 min) – Michelle Patrick-Norng  
 NOCE has three interim management positions that will be filled this academic year, ESL Program Manager; Associate Dean, CTE; and Director of Admissions and Records.
  - h. Committee Appointments, Action (5 min) – Michelle Patrick-Norng
    - i) Megan Ly, Curriculum Committee, 2-year term  
 Mirta Carmona moved to "support the appointment of Megan Ly to the Curriculum Committee" The motion was seconded and adopted unanimously.
- VI. Committee Reports (submitted, unless deemed necessary, 10 min)

- a. IECC Meeting, Jennifer Carey (shared as part of the Vice President's Report)

The IECC is working on a compass approach to the 22-26 District Strategic Plan . A compass approach shifts focus from ridged planning to flexible thinking and adaption guided by a collective set of values, beliefs, and sense of purpose.

District wide student survey results- 38.2% (751 respondents) from CC, 59.4% (1168 respondents) from FC, and 2.3% (46 respondents from NOCE)

# Academic Senate

- i. Flexible course options ,mix of in-person and online classes
- ii. Basic Needs support influential for students of color to enroll
- iii. Higher levels of belonging when taking in-person classes

District wide employee survey in the late spring.

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## **Next Meeting: February 4, 2025**

It is the intention of North Orange Continuing Education to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, North Orange Continuing Education will attempt to accommodate you in every reasonable manner. Please contact Michelle Patrick-Norng, Academic Senate President, at 714-808-4689 or [mpatrick@noce.edu](mailto:mpatrick@noce.edu), at least 48 hours prior to the meeting to inform us of your particular needs so that accommodations may be made.

The meeting adjourned at 4:56 p.m.  
Candace Lynch, Secretary