

Academic Senate

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, November 4, 2025, at 3:00 p.m., in room 105 (Anaheim Campus), staff lounge (Wilshire), and room 118 (Cypress Center), and as a videoconferencing meeting for approved attendees who submitted an emergency cause or just cause form. The President being the chair and the Secretary being present. Senate President Michelle Patrick-Norng called the meeting to order at 3:03 p.m.

Present Members: Cynthia Azarcon, Jennifer Carey, Heather Carlopio, Danielle Carlson, Raheem Collins, Carlos Diaz, Luz Fernandez-Marquez, Sara Franko, Michael Garcia, Yvette Krebs, Corinna Lopez, Megan Ly, Candace Lynch, Khanh Ninh, Jennifer Oo, Michelle Patrick-Norng, Megan Reeves, Bryan Reyna, Souzan Sahakian, Afraim Sedrak, Erin Sherard, Dan Stackhouse, Ivan Stanojkovic, Kimberley Stiemke, Matt Stivers, Anacany Torres, Matt Van Gelder, Kenny Yu.
Alli Stanojkovic (remote non-voting), Kristina De La Cerda (remote non-voting), Liliana Balasi (remote non-voting)

Guests: Dr. Karen Bautista, Dulce Delgadillo, Dawn Fortin Mattoon, Mario Smith, and Valentina Purtell

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- I. Approval of agenda – Approved by unanimous consent. Motion J. Carey. (second R. Collins).
 - II. Approval of October 7, 2025, meeting minutes. – Approved by unanimous consent with minor corrections. Motion C. Lynch. (second S. Franko)
 - III. Announcement and Public Comments (Limited to 3 min per person, 15 min total)
 - a. Jennifer Carey shared information about the upcoming Puppies for Pawsitivity events. She encouraged faculty to review the flyer she distributed and noted that the purpose of the events is to bring moments of joy and help students and staff relieve stress. She also shared the confirmed dates and locations:
 - **NOCE Cypress Center** – Tuesday, December 2, 2025, from 8:30 a.m. to 10:30 a.m. in the Quad outside of Room 118
 - **Wilshire Center** – Wednesday, December 3, 2025, from 11:00 a.m. to 1:00 p.m. in the ARISE Lab, Room 108
 - **Anaheim Campus** – Thursday, December 11, 2025, from 11:00 a.m. to 1:00 p.m. at the Covered Picnic Tables
 - b. Michelle Patrick-Norng reminded the group about the ongoing donation drive and encouraged anyone interested to contribute.
 - c. Erin Sherard shared information about NEIR, explaining that discounted items are available only when purchased through a nonprofit. Erin offered to make purchases on behalf of the team to ensure access to the discounted pricing.

IV. Executive Council and Faculty Leaders Report

a. President's Report, Michelle Patrick-Norng

- Thank you, Corinna Lopez, for your leadership and support while serving as the Distance Education Committee Chair.
- UF Leadership, Vice Chancellor, Dr. Vega La Serna, and Senate Presidents have begun discussions surrounding draft academic calendars and solidifying a transparent and smooth process for providing faculty feedback moving forward.
- Candace Lynch, Ivan Stanojkovic, and I will be attending the ASCCC Fall Plenary in San Diego this week.
- Stay tuned for more information on Element 451, a Customer Relations Management technology tool. This is a tool that the District has a 5-year contract with now. NOCE's roll out of the CRM is likely to happen in early spring. Discussion is taking place regarding the CRM replacing CCCApply for the NOCE application process.
- Request has been made to Valentina for the President's Cabinet to outline the role, duties, and any terms in place for two faculty leadership positions that are appointed by the NOCE President: SLO Coordinator and Accreditation Faculty Chair. Documentation would move through both the Senate and President's Cabinet for feedback and support.
- Construction Updates:
 - They anticipate the East Lot being available for parking again mid-spring.
 - The exterior green space at the Anaheim Campus has gone through DSA approval. It will move forward to bid once the East Lot is complete to avoid too much construction taking place at one time.
 - Interior signage may or may not move forward at the Anaheim Campus due to an increase in cost. There may not be enough bond funds to cover the interior signage as proposed; discussion is taking place about possibly using some one time funds from NOCE.
 - Second floor counseling office renovations are underway. There will be more student customer service windows and improved traffic/flow within the space. The Student Laptop Loan program will be to the right side of the space when entering. Completion of the project was expected to be the end of October; there seemed to be some final work still taking place as of this week.
 - District is exploring solar panels for the West Lot. Tax credits are phasing out with current administration, so District has to act quickly.
 - In general, tariffs are impacting products that aren't already bid (predictions of costs are all over the place).

Academic Senate

- Terry Cox, Director of Administrative Services, has list of NOCE projects/dates, etc. Information and updates will be shared out with NOCE soon.
- b. Vice President's Report, Candace Lynch
 - The Special Election results were announced. Both candidates were thanked for their willingness to serve, and a total of 26 votes were submitted. 20 for Jennifer Carey, 6 for Afraim Sedrak. Jennifer Carey was elected.
 - Pending approval of the proposed Constitution and Bylaws revisions, the Academic Senate will begin the election process for the President and Curriculum Chair positions after the December 2025 meeting. If approved, the Vice President role will also include the additional responsibility of faculty advisor to the student leadership group.
- c. Secretary's Report, Ivan Stanojkovic
 - Will attend the Fall Plenary the week of November 3rd.
- d. Curriculum Committee Chair, Jennifer Oo
 - An update was provided regarding OER materials developed by faculty. Information will be shared with the appropriate faculty leads. Examples referenced include models from Rio Hondo College and a Sacramento-based initiative, both structured as professional development or conference-style resources.
- e. Distance Education Committee Chair, Corinna Lopez
 - ITS Three-Year Plan: The district's 3-year ITS plan is being revised; feedback on priority areas is requested.
 - Windows 11: Windows 10 support ended October 14. Remaining devices will be disabled at the end of the month. Employees must visit IT to upgrade.
 - Teams Voice Migration: Jabber will be retired. NOCE migration begins in November. Physical phones remain for outbound and 911 calls; inbound calls will route through Teams.
 - Employee Software Onboarding: A standardized process for requesting and implementing employee-facing software was reviewed. Instructional software processes remain under Curriculum Committee discussion.
 - Laptop Loans: The committee discussed evaluating Chromebooks as a potential alternative to lower-end Windows laptops.
 - Upcoming Projects (2025–2026): Windows 11 completion, Teams Voice rollout, iTendence replacement, districtwide Single Sign-On, CourseDog implementation, and exploration of Element 451 for student applications.
- f. SLO Coordinator, Alli Stanojkovic

Academic Senate

- An update was provided on the SLO Handbook revisions approved in Spring 2024.
- It was noted that the adjunct faculty union contract now clearly states that adjunct faculty are required to submit SLOs.

- g. Accreditation Faculty Chair, Tina McClurkin
- Absent

V. Unfinished Business

- a. Curriculum Committee Bylaws, Second Read/Action – Jennifer Oo

The Senate conducted the second read of the proposed Curriculum Committee Bylaws. Clarifications were provided regarding membership, terminology, and committee responsibilities.

A motion was made to amend the Bylaws to incorporate the following changes:

- i. Add “One student, who shall serve as a non-voting member” to the membership list (item G).
- ii. Strike the word “generally” from page 4, Section 4.
- iii. Strike “be asked to” and add “upon request” in page 5, item N.
- iv. Add “Provide professional development to the Curriculum Committee” as item S on page 5

The motion to amend carried unanimously, and the Curriculum Committee Bylaws were adopted as amended.

- b. Senate Constitution/Bylaws Revisions, Second Read/ Action – Michelle Patrick-Norng

The updated Senate Constitution and Bylaws were reviewed, noting that the changes from the first read had been incorporated. Motion to approve the revised Constitution and Bylaws, E. Sherard (second J. Oo). Motion carried with 1 abstention.

- c. Program Review Framework, Second Read/Action – Jennifer Oo

The second read of the Program Review Framework was conducted. Clarifications were provided regarding faculty involvement, WASC reporting, accessibility considerations, DEIAA alignment, and the relationship between Program Review and Curriculum Committee work. Additional questions were addressed related to review cycles, use of data, and the non-punitive purpose of the process. Motion to approve the Program Review Framework as presented, C. Lynch (second J. Carey). Motion carried unanimously.

VI. New Business

- a. Program Review Reassigned Time – Michelle Patrick-Norng

The Senate reviewed the updated Program Review reassigned time structure, which shifts instructional programs to a faculty-led process and retains DPR

Academic Senate

for administrative units. The proposal assigns 15% reassigned time to the Curriculum Committee Chair (as Program Review Chair), 10% each to the DE Chair and SLO Coordinator, and 5% each to instructional and counseling faculty, with the former DPR Co-Chair and Panelist roles discontinued. The Director of Institutional Research and Planning will continue to lead DPR, with faculty involvement routed through the Institutional Effectiveness Committee. Motion to approve the proposal, C. Lynch (second C. Lopez). Motion carried unanimously.

b. RNL Strategic Enrollment Planning for NOCE, Discussion – Dawn Fortin Mattoon and Valentina Purtell

A presentation was given on NOCE's strategic enrollment and online planning efforts. Questions focused on timeline flexibility, how new program areas would be evaluated, and the potential for expanding technology- and AI-related offerings to meet emerging community needs.

c. Academic Calendar, Discussion – Michelle Patrick-Norng

The Senate discussed the timing of the Thanksgiving break and reviewed attendance patterns. It was noted that keeping the full Thanksgiving week off results in stronger attendance overall and remains the most effective calendar structure for NOCE, while still adhering to the United Faculty contract and Title 5 regulations.

d. Fall 2025 ASCCC Plenary Resolutions, Discussion – Michelle Patrick-Norng

The Senate reviewed the resolutions distributed in advance. Overall, the resolutions were viewed as student-centered and supportive. Michelle will report back to the Senate in December.

e. AP 7400 Draft Revisions – Michelle Patrick-Norng

A draft of the revised AP 7400 was shared for review. The proposed changes aim to streamline and move the process to an electronic format. Feedback was requested.

VII. Committee Reports (submitted, unless deemed necessary)

- a. Please send any committee reports from October to Ivan Stanojkovic for inclusion in the minutes.

The meeting adjourned at 5:04 p.m.
Ivan Stanojković, Secretary