ORANGE COAST COLLEGE

Academic Senate Meeting |Sept. 24, 2024 | 11:30 am - 12:30 pm | Student Union 214/Zoom Link: https://cccd-edu.zoom.us/j/83950717582

Academic Senator Attendance			
Jason Ball, *Part Time Faculty*	Absent	**Kate McCarroll,** *at-Large*	Present
Carol Barnes, *Counseling*	Present	**Irene Naesse,** *at-Large*	Present
Lauren Becker, *at-Large*	Present	**Jeanne Neil,** *Business & Computing*	Absent
Allissa Blystone, *Math & Sciences*	Present	**Leland Paxton,** *Part Time Faculty*	Present
Eric Budwig, *Technology*	Present	**Lori Pullman,** *Curriculum Chair, Parliamentarian*	Absent
Jodie Della Marna, *Library*	Present	**Loren Sachs,** *at-Large*	Present
Rendell Drew, *at-Large, President*	Present	**Katherine Sheehan,** *Visual & Performing Arts*	Present
Carly Gonzalez, *at-Large*	Present	**Jordan Stanton,** *Social & Beh. Sciences*	Present
Lee Gordon, *at-Large, Vice President*	Present	**Lily Ei**, *ASOCC Student Representative*	Present
Kelly Holt, *at-Large*	Present	**Vacant,** *at-Large*	Vacant
Marilyn Kennedy, *Lit & Lang, PDI Chair, Secretary*	Present	**Vacant,** *Part Time Faculty*	Vacant
Jodie Legaspi-Kiaha, *Athletics & Kin*	Present	**Vacant,** *Consumer & Health Science*	Vacant

Please see the Voting Tally Chart after these minutes for individual members' votes.

Guests (Optional & Voluntary Sign-In): Rupa Sara, Angelica Suarez, Laura Behr, Tara Giblin, Vesna Marcina, and Andreea Serban.

1. Preliminary Matters

A. **Call to Order: President Drew** called the meeting to order at 11:30 A.M.

B. **Public Comments**: None.

C. **Approval of the Minutes**: *Motion 1: Senator Kennedy moved to approve the September 17, 2024, meeting minutes, with minor revisions; motion seconded; motion approved.*

D. **For the Good of the Order**:

Senator Della Marna: Announced that the Orange Coast College Friends of the Library will be hosting a screening of the Banff Mountain Film Festival World Tour on Wednesday, September 25, at 7:00 PM, in the Robert B. Moore Theater.

2. Consent Agenda:

A. **Search Committee Representative for Classified Manager, Executive Director, College Advancement:** Jodie Legaspi

B. **College Technology Committee Representative:** John Congleton

C. **District Technology Committee:** Maryann Watson

Motion 2: President Drew moved to approve the Consent agenda; approved.

3. Officer, Senator, & Committee Reports

A. **Academic Senate President and Vice President Reports**:

1. **President Rendell Drew's Report:**

AB 1805: Announced that he is proud to celebrate the passage of Assembly Bill 1805, which allows the inclusion of curriculum materials related to the historic case of *Mendez v. Westminster School District* in California schools. This achievement is personally meaningful to him as a friend of the Mendez family.

Senate Meeting: During today's Senate meeting, we will also hear updates on the Senate Committee reports, full-time faculty hiring prioritization, and the Honors Program Advisory Committee, with **Vice-President Lee Gordon** providing insights on these topics. **Senator Kennedy** will update us on recent developments regarding board policies and administrative procedures in preparation for our upcoming accreditation visit.

Dr. Anna Hanlon from the Office of Institutional Effectiveness and **Laura Behr**, the Online Coordinator, will discuss the requirements for Regular Substantive Interaction (RSI) in online and synchronous courses.

Chair Leland Paxton will provide an update on the restructured Academic Standards Committee's recent reorganization and goals. The Senate has tasked the Academic Standards Committee with developing policies and guidelines for addressing Artificial Intelligence (AI) on campus. It is essential that any procedures we establish align with the Coast Community College District's overarching AI policy. As the newly elected President of the Senate, he stated that he is committed to collaborating with state, regional, and district-wide AI leaders to develop OCC's first set of AI procedures. He looks forward to Senate input on this.

AI Summit: Lastly, he announced that he will present next week on the AI summit he attended, highlighting key points and faculty concerns.

B. **Union/Bargaining Unit Report** - **CFE Executive Director Vesna Marcina:**

Announced that the contract has been ratified, and we are set for the next three years.

C. **Diversity, Equity, Inclusion, and Accessibility (DEIA) Initiatives:**
President Drew stated that we are celebrating Hispanic Heritage at the CLEEO Project Center. Dr. Manuel Zamarripa will be presenting from 3:00 to 4:45 PM on the topic "Toward Our Liberation and Healing: The Role of Chicano Indigenous Psychology."

4. Unfinished Business

A. **Board Policies and Administrative Procedures Report (AP/BP 3910 Title IX: Sex Discrimination and Sex-Based Harassment, AP 4105 Distance Education, BP Fees, and AP 7120A Recruitment and Selection for Executive Management Employees) --Marilyn Kennedy"**

Senator Kennedy reported that the BPAP Committee meeting agenda was so full, that many policies could not be vetted fully. They will be discussed more fully at the next BPAP meeting.

AP 7120A Recruitment and Selection for Management Employees did have a time change in the policy language, moving from ten to fifteen workdays for the Senate to get volunteers and for job descriptions to be approved, since the Senate representatives reported that the ten days was too tight a timeline due to Brown Act requirements.

AP 4020 Program Curriculum and Course Development will be revised in response to upcoming changes in Title V regarding FTES counting, effective January 2026. This will be sent to the three Curriculum Committee chairs for discussion and vetting before returning to BPAP for further review, as they are the subject matter experts.

B. **Full-Time Faculty Hiring Prioritization Participation – Vice President Lee Gordon:**

Reported that last week we voted to hold a roll call vote today regarding the faculty position on participating in the full-time faculty hiring prioritization rankings. Additionally, the Vice Chancellor of Finance for the District indicated in a recent meeting that the hiring freeze will continue into this year.

Interim Dean Tyler Boogar: Stated that he attended the "Coffee with the Chancellor" session where he participated in a question-and-answer session. He asked the first question regarding full-time faculty hiring, highlighting concerns about specific areas on campus where we may be losing FTEs due to difficulty in finding part-time instructors, mentioning that this situation limits student access to courses. The Chancellor acknowledged the issue. Dean Boogar noted that in Chemistry it is challenging to hire part-time chemists, as they often find better-paying opportunities in industry. While the Chancellor did not make any commitments, he expressed openness to this perspective. If the Instructional Planning Committee (IPC) prioritizes these positions, our President could advocate for them at the Chancellor's Cabinet, potentially leading to consideration. The IPC is aware of this discussion, and he wanted to emphasize that if we do not participate, we risk missing out on these opportunities.

President Angelica Suarez: Wanted to emphasize that we have previously discussed the ongoing hiring freeze with the Chancellor and the Chancellor's Cabinet. While the freeze continues, we can advocate for faculty positions that are essential for accreditation, licensing, legal requirements, or programmatic needs. She assured the Senate that she will continue to advocate for these positions whenever we have data to support our requests.

Senator Stanton: Stated he was confused about the current hiring situation. Is there a definitive hiring freeze, or is there a possibility of hiring? He is hearing conflicting information.

Vice-President Gordon: There are two distinct issues to consider. First, while we have maintained an austerity hiring freeze for several years, there have been exceptions made for positions tied to accreditation or regulatory requirements. It's important not to conflate these two matters. The question before the Senate is whether we should engage in the prioritization process, which is complex and involves up to forty different positions, with department representatives presenting these cases, especially when the Vice Chancellor of Finance has indicated that there is a hiring freeze. He wanted to clarify that the issue of regulatory hires is not under discussion; rather, we need to decide whether to continue participating in this prioritization process when it may ultimately be futile.

Senator Naesse: Anyone who has participated in this process knows it requires extensive hours of work. Asking faculty and department chairs to invest this level of effort in hiring presentations when no hires will occur devalues their time. We need to consider what other important tasks are being neglected as a result. Dean Boogar and Senator Stanton raised significant concerns about the potential for funding to become available. Perhaps we could streamline the hiring request process by having department chairs provide a brief summary, including a few key data points such as full-time to part-time ratios, growth trends, and specific needs. This would reduce the workload to a more manageable format, allowing President Suarez to use this information effectively. If positions do become available, we can then ask department chairs to prepare more detailed proposals.

Senator Kennedy: Supports Senator Naesse's concerns and would like to add that this issue has evolved beyond a simple "yes" or "no" decision. Through further discussions with her division, several concerns have emerged. One department feels compelled to

vote "yes," but with significant reservations, as the process is consuming an excessive amount of time. Another department has reported pressure to reduce classes that impact international students. This aligns with concerns raised by Dean Boogar about the challenges in hiring part-time instructors, which is causing us to lose FTEs. We need to recognize that the hiring discussion is part of a broader conversation about how to foster growth, and that needs to happen.

Senator Becker: As a member of the Instructional Planning Committee (IPC) representing Consumer and Health Sciences, she shared the committee's philosophy regarding faculty hiring. We take this responsibility seriously, viewing it as our role to inform administrators and the District about what we believe is necessary for our college's success. Our focus extends beyond FTEs; we consider the broader growth and legacy of the institution. We strive to distribute prioritization fairly across all disciplines, including Library Sciences, Counseling, and both academic and CTE programs. Our prioritization list serves as a recommendation, not a guarantee, and is thoughtfully constructed. We believe that engaging in this process is crucial. On a personal note, I believe we should always request everything we need as a reflection of our requirements to the District. For example, if we need five full-time faculty members, we should request all five, even if we plan to advocate for fewer. This approach demonstrates our needs and sends a strong message to the District about the support we require. I advocate for submitting comprehensive requests, even if it entails additional work, to highlight the resources we need.

Vice-President Gordon: Stated that he has a different perspective on the message being conveyed. He does not believe it suggests that we do not need faculty positions. Instead, it indicates that we should actively present our case and assert our needs. If we do not advocate for ourselves, there will be no pressure on the District to take action.

Senator Barnes: She offered another perspective as a member of the Student Services Planning Council (SSPC). She stated that they prioritize various needs, including equipment, staff development, technology, supplies, facilities, and human resources. It provides insight into what is most important for the college by ranking all voices. She encouraged everyone to participate, even if we may not achieve all our goals this year; there is always the possibility for progress next year.

President Drew: Stated that he understands both arguments.

Senator Kennedy: She stated that this issue has evolved into an advocacy position for faculty, which aligns with Vice-President Gordon's original intention, noting that **Senator Becker** made an excellent point about the many vacant positions we have. The District has an obligation to communicate if they cannot fulfill our requests and to provide written justification with data [AB 1725, 10 + 1]. Based on CFE President Schneiderman's comments last week, this may be challenging.

Motion 3: President Drew: Clarified to the Senate that a "yes" vote means we wish to participate in the Full Time Hiring Prioritization Process and a "no" vote means we do not wish to participate in the Full Time Hiring Prioritization Process. A roll call vote was taken. Participation in the Full-Time Hiring Prioritization Process was approved: thirteen ayes, one nay, and three abstentions.

5. New Business

A. <u>**Regular Substantive Interaction (RSI) – Online Coordinator Laura Behr and Accreditation Coordinating Committee Co-Chair Anna Hanlon:**</u>

ACC Co-Chair Hanlon: Stated that as the faculty co-chair of the Accreditation Coordinating Committee (ACC), she wanted to provide context for why this topic is on the agenda again. In the fall of 2022, the ACC reviewed changes to the requirements for Regular and Substantive Interaction (RSI) in online courses, which are crucial for student success in distance education due to the transactional distance between instructors and students. At that time, the ACC requested that she present these changes to the Senate, along with recommendations. The first recommendation was for the Online Advisory Board (OAB) to review the Distance Education guidelines to ensure alignment with the Federal Department of Education, ACCJC, and Title V regarding RSI, which has been completed. The second recommendation involves determining a method for providing CRN-based evidence that RSI occurs in all distance education courses, an issue we still need to address as faculty. Additionally, there is heightened urgency due to a recent compliance recommendation issued to Mount Sac College, which faced similar challenges. They have eighteen months to address the lack of evidence for RSI in their courses, or they may face further sanctions. The ACCJC is taking this matter seriously, and she wants to emphasize that this is fundamentally about ensuring quality education across all modalities.

Online Coordinator Behr: She has circulated information detailing what Regular and Substantive Interaction (RSI) entails. Please review it, and feel free to reach out using the contact information provided at the bottom. This topic is not new; we have discussed it repeatedly, but this document clarifies the expectations. To meet these expectations, we need at least two methods of substantive interaction in all online courses. As an online faculty member, I ensure this is incorporated into my courses, and I encourage everyone to assess their own courses as well. I am proposing a draft for endorsement by the Senate next week. This draft is open for feedback, so please feel free to suggest any edits. My goal is to secure Senate approval for this self-assessment process, allowing faculty to evaluate their online courses now. Given our timeline, it is essential to address RSI requirements promptly, as accreditation will review courses from spring 2025. We must ensure that our courses are compliant before the fall of 2025, so we can identify any faculty who may need assistance in implementing RSI. Our objective is to facilitate faculty support to avoid potential issues during accreditation.

President Drew: To clarify, the first step is to develop a draft for a self-assessment of our online courses to ensure compliance with RSI guidelines. This draft will be presented to the Senate for review. Is that correct?

Online Coordinator Behr: Yes, that is correct. This draft is intended for each faculty member teaching online. I am open to any changes you may suggest. The draft will ultimately be a Google Doc, allowing for easy completion by checking boxes. However, I have provided it in a Word document for now due to formatting issues when printing the Google Doc. Once distributed, it will be user-friendly. Additionally, we need to discuss involving the Union in a focus group as we move forward with the audit and evaluation process. This is the first step to quickly assess where our online courses stand with respect to RSI requirements.

President Drew: What is your target number of faculty members?

Online Coordinator Behr: Fifty classes will be evaluated for accreditation in the spring of 2025, with the accreditation process beginning in the fall. We are considering a focus group, with the support of the Academic Senate, to assess twenty-five courses currently for compliance with RSI requirements. This plan is still in development, as we want the Senate to guide our next steps. Step one is the assessment of courses, and step two involves creating a focus group that will facilitate an ongoing evaluation of online courses through peer review. Coastline has implemented a peer review process since

2020, but I need to examine their current approach more closely, as I just received the information last night. Ultimately, I would like OCC to establish its own peer review process moving forward, as accreditation will require this in place by fall 2025.

Senator Kennedy: Wished to add that when searching for "online" classes in our online schedule, the current system only displays online Canvas asynchronous classes, not Zoom and Canvas classes, which are classes that are hybrid but also distance education. We need to clearly differentiate between various formats and terms in both our self-evaluations and online in the schedule search. The current search design does not provide this necessary information, which is essential for a fair assessment of each class type. Additionally, she wanted to emphasize that faculty do not want online classes evaluated differently than in-person classes. Evaluation groups should not enter online classrooms if they do not do so for brick-and-mortar classes. Consistency in the use of the term "evaluation" is crucial [see CFE Contract]. While the self-review concept is valuable, she does not believe we should not model our approach after Coastline's practices.

ACC Co-Chair Hanlon: A few weeks ago, Laura Behr, President Drew, and she met to strategize their next steps. They reviewed the approaches taken by Mount Sac and similar institutions. The self-evaluation will be required for all faculty teaching online, while any peer review conducted will be based on a sample of those self-assessments. It's important to emphasize that instructors will perform a self-assessment, rather than having an external group enter their classes. This will apply to any class that includes a DE addendum.

Senator Holt: She is currently serving on an ACCJC site visit team, where they received training that emphasized the evaluation of RSI in online courses. Based on this training, two key areas require our attention: first, the training provided to faculty on RSI, and second, how the institution assesses whether RSI is occurring, in accordance with the established rubric. It is essential that we establish these structures moving forward.

Senator Becker: Stated that all of her classes include the addendum, but they may not necessarily be taught in an online or hybrid modality. Are you specifically referring to courses that are regularly taught online?

Online Coordinator Behr: Yes.

This item will be brought back next week for potential endorsement.

B. **Academic Standards Committee (ASC) Report – Senator Leland Paxton:**

Reported that the Academic Standards Committee has recently reconvened after twelve years and welcomed new members. We are seeking a representative from the Math and Science departments to join us. We have revised the bylaws and established a new mission that emphasizes not only academic integrity but also excellence in meeting and exceeding standards for our students. During our first meetings, we clarified the duties of all officers and elected the following officers: Vice Chair Irving Chavez Jimenez and Secretary Genevieve Zuidervaart. Additionally, we updated the committee portal on the OCC website and archived materials from the past for reference. Currently, we are focusing on the implications of artificial intelligence (AI) in education. For example, many colleges are using AI for regular substantial interaction (RSI). Inspired by Vice-President Gordon's emphasis on the Senate as the voice of the faculty, we plan to conduct a survey to gather faculty opinions on AI. He has coordinated with the Office of Institutional Research to administer this survey, and he will report back with the results. Furthermore, we are developing guidelines for the college regarding AI, taking into consideration documents from the State Chancellor and the

Academic Senate. We will explore how AI may fit into our standards for regular and substantive interaction, among other topics. He is excited about the committee's progress and the meaningful work accomplished in a short period.

Dean Taylor: Could you clarify whether they are using this to assess regular and substantive interaction (RSI) or to create it? **Senator Leland Paxton:** To create it.

Senator Kennedy: Vice Chancellor Andreea Serban is in the meeting. She has researched various universities, which generally have tiered policies at the district level on AI. This approach emphasizes the ethical importance of disclosure when using AI, as many professional journals require contributing professors to acknowledge its use upon submission; failure to do so is considered unethical. It's crucial to establish guidelines that reflect the varying ethical implications of AI usage across different courses, just as we have different guidelines for labs versus physical education courses, etc. **Chair Paxton:** Transparency is crucial for all instruction, particularly regarding AI usage and student work.

C. **Honors Program Advisory Committee Report - Lee Gordon**:

Reported that we ask each committee reporting to the Senate to provide a check-in once per semester. This report is from the Honors Program Advisory Committee, often referred to as the Honors Council, for this term.

The Garrison Honors Center, named after its founder Tom Garrison, houses the OCC Honors Program and eighteen separate honor societies—the most of any community college.

Honors is vital to OCC's mission, especially given the financial challenges communicated by the District. With limited state revenue for community colleges, we must seek outside sources of funding. While we have successfully recruited international students, I believe we can also attract out-of-state students, particularly those from non-bordering states.

Our Honors Program is appealing for families aiming to prepare students for selective universities, bolstered by our agreements with UCLA and UCI, which boast an 80% acceptance rate for students who complete our program.

The Garrison Honors Center staff includes Dr. Taylor, the Dean, and Terry Scarborough, who manages operations, and myself, the Honors Faculty Coordinator. We have five honors counselors: Senator Carol Barnes, Eric Cuellar, Jared Vidal, Linda Bagatourian, and Eileen Tom, all dedicated to supporting students in their applications to selective universities. In addition to assisting students applying to schools like UCLA and UCI, we help those seeking admission to institutions like Berkeley and USC.

Our Honors Student Council provides leadership opportunities, and we offer various programs on campus. We also award the Garrison Fellowship to the top student in each academic discipline and have hosted the Green Coast Day event for eighteen years. Although we will not hold that event this year, we will continue our "Our Coast, Our Future" initiative in the spring semester, focusing on environmental regulation changes.

Finally, our eighteen honor societies include eight unique to Orange Coast College, covering diverse fields such as Marine Science, health professions, political science, social behavioral sciences, music, film, and visual arts. Additionally, we offer common honor societies in business, math, foreign languages, communication, psychology, English, STEM, and veterans, as well as tiered societies based on GPA, Phi Theta Kappa and Alpha Gamma Sigma.

President Drew: Asked if Vice President Gordon could invite some Honor students to a future senate meeting. **Vice President Gordon:** Yes. **President Drew: Stated that o**ne of his

goals is to increase focus on student activities, both in the classroom and on campus, as well as initiatives beyond campus. I believe it would be beneficial to invite students here to enhance interaction and engagement with our goals.

D. **Artificial Intelligence Report - Rendell Drew:** Postponed due to time constraints.

E. **Curriculum Committee Report - Lori Pullman:** Postponed due to time constraints.

5. Adjournment

President Drew adjourned the meeting at 12:20 p.m.

Minutes: Approved October 1, 2024

MINUTES: First draft written by Beatriz Rodriguez Vaca, Administrative Assistant to the Senates. Revision of first draft and Senate-approved drafts written by Senate Secretary, Marilyn Kennedy, who also distributes the final Senate-approved version to the Chancellor, Board of Trustees members and secretary, union presidents, GWC and Coastline Academic Senate presidents, OCC College President, and faculty as per OCC Senate bylaws.

Senate Membership	Motion 1 Minutes 09/10/24	Motion 2 Consent Agenda	Motion 3 Full Time Faculty Prioritization Motion
Ball, Jason: Part-Time Senator (2024-2025)	Absent	Absent	Absent
Barnes, Carol: Counseling Senator (2021-2024)	Aye	Aye	Aye
Becker, Lauren: Senator at-Large (2024-2027)	Aye	Aye	Aye
Blystone, Allissa: Math & Sciences Senator (2023-2026); 11:45am	Absent	Absent	Aye
Budwig, Eric: Technology Senator (2023-2026)	Aye	Aye	Aye
Della Marna, Jodi: Library & Learning Senator (2023-2026)	Aye	Aye	Aye
Drew, Rendell: President, Senator-at-Large (2023-2026)	Aye	Aye	Abstain
Carly Gonzalez: Senator at-Large (2024-2027)	Aye	Aye	Aye
Gordon, Lee: Vice President, Senator-at-Large (2022-2025)	Aye	Aye	Nay
Holt, Kelly: Senator-at-Large (2023-2026); 11:46am	Absent	Absent	Aye
Kennedy, Marilyn: Secretary, Lit. & Lang. Senator (2022-2025)	Aye	Aye	Aye
Legaspi, Jodie: Athletics and Kinesiology Senator (2023-2026)	Aye	Aye	Aye
Kate McCarroll, Senator-at-Large (2024-2027)	Aye	Aye	Aye
Naesse, Irene: Senator-at-Large (2023-2026)	Aye	Aye	Aye
Neil, Jeanne: Business and Computing Senator (2022-2025)	Aye	Aye	Aye
Paxton, Leland: Part-Time Senator (2024-2025)	Aye	Aye	Aye
Sachs, Loren: Senator-at-Large (2022-2025)	Aye	Absent	Abstain
Sheehan, Katherine (2024-2027)	Ayes	Aye	Aye
Stanton, Jordan: Social & Beh. Sciences Senator (2022-2025)	Aye	Aye	Abstain
VACANT, Senator-at-Large (Fall 2024)	VACANT	VACANT	VACANT
VACANT, Part-Time Senator (2024-2025)	VACANT	VACANT	VACANT
VACANT: Consumer Health Sciences Senator (2023-2026)	VACANT	VACANT	VACANT