

Academic Senate Meeting | September 23, 2025 | 11:30 am - 12:30 pm
 Student Union 214 | Zoom Link: <https://cccd-edu.zoom.us/j/88213592749>

Academic Senate Member Attendance

✓ Jason Ball , <i>Part-Time Faculty</i>	✓ Marilyn Kennedy , <i>Lit & Lang, PDI Chair, Secretary</i>
✓ Carol Barnes , <i>Counseling</i>	✓ Mike Lannom , <i>Curriculum Chair</i>
✓ Lauren Becker , <i>Consumer & Health Sciences</i>	✓ Mickey Laux , <i>at-Large</i>
✓ Allissa Blystone , <i>Math & Sciences</i>	Jodie Legaspi Kiaha , <i>Athletics & Kinesiology</i>
Tyler Boogar , <i>at-Large, Parliamentarian</i>	✓ Kate McCarroll , <i>at-Large</i>
✓ Eric Budwig , <i>Technology</i>	✓ Irene Naesse , <i>at-Large</i>
✓ Jenny Chaiyakal , <i>at-Large</i>	✓ Leland Paxton , <i>Part-Time Faculty</i>
✓ Jodie Della Marna , <i>Library</i>	✓ Katherine Sheehan , <i>Visual & Performing Arts</i>
✓ Rendell Drew , <i>at-Large, President</i>	✓ Jordan Stanton , <i>Social & Behavioral Sciences</i>
✓ Cyndee Ely , <i>Part-Time Faculty</i>	Anna Huynh , <i>ASOCC Representative</i>
✓ Carly Gonzalez , <i>at-Large</i>	Vacant , <i>at-Large</i>
Lee Gordon , <i>Business & Computing, Vice President</i>	Vacant , <i>at-Large</i>

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

Guests (Optional & Voluntary Sign-In): Tara Giblin, Angelica Suarez, Rupa Saran, Sheri Sterner, John Fawcett, Vesna Kuo, Andreea Serban, Sue Harlan, Maryann Watson, Rachel Kubic, JohnPaul Nguyen, Lucy Grams, Arabian Morgan, Jeanette Grimm, Joanna Jackson (Student Rep)

1. Preliminary Matters

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

B. **Public Comments:** Eric Cuellar, Arabian Morgan

C. Approval of the Minutes

Motion 1: Secretary Kennedy moved to approve the September 9, 2025, minutes; seconded; approved.

Motion 2: Secretary Kennedy moved to approve the September 16, 2025, minutes; seconded; approved.

D. For the Good of the Order

Senator Ely followed up on his earlier comments regarding student counseling appointment confirmation emails reported as spam and as coming from outside the district. She noted that Dr. Niroumand immediately responded to this issue last week and is looking into it.

Senator Della Marna announced that the Banff Film Festival will take place tomorrow, Wednesday, September 24, 2025, 7:00 p.m., presented by the Friends of the Library. The event will be held in the Robert B. Moore Theater.

Motion 3: Senator Ely moved to reopen Public Comments; seconded; approved.

2. Consent Agenda

A. Committee Appointments

1. **College Participatory Governance: College Budget Committee:** Cyndee Ely (PT Faculty) as Academic Senate Representative/Chair
2. **District Consultation Committee: Budget Subcommittee:** Cyndee Ely (PT Faculty) as Academic Senate Designee/Co-Chair

Motion 4: Senator Kennedy moved to approve the Consent Agenda seconded; approved.

President Drew congratulated **Senator Ely** and expressed appreciation for her past service and looking forward to her continued excellent reporting.

3. Officer, Senator, & Committee Reports

A. President and Vice President Reports

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

Fall Plenary: Fall plenary will be held November 6–8 in San Diego at the Hyatt Regency in La Jolla, with the theme, *Resilience in Action: Upholding Our Humanity and Mission Amid a Shifting Landscape*, noting that the plenary is very valuable. General admission is \$625 per person, three days of sessions with breakfast and lunch. He added that the Senate budget allows for one senator to attend this year and asked interested senators to consult with him so that conference authorization forms could be filed. He also clarified that partial and virtual attendance options are available: Saturday for only \$195 or virtual registration for \$75.

Senator Kennedy shared that attending the first time is very eye-opening and helps a new senator to understand the processes of the Brown Act and parliamentary rules, plus offers connections with colleagues from other institutions. She expressed support for **Senator Becker's** interest in participating.

Area D Meeting: Will be on Friday, October 10, held online via Zoom. He explained that California is divided into four areas, with OCC located in Area D. These meetings allow local senates to introduce and discuss potential resolutions that can later be brought forward to the statewide plenary for consideration. He introduced a handout, *A Brief Review on Resolution Guidelines*, drawn from the Local Academic Senate Handbook. It provides guidance on resolution writing, emphasizing the importance of directing recommendations to specific bodies, ensuring proper discussion and support before moving items forward, and maintaining the Senate's scope of authority.

B. CFE Union/Bargaining Unit Report

CFE OCC Union Representative Vesna Marcina Kuo gave a brief report, noting that several faculty attended Jack Lipton's recent presentation on Freedom of Expression, that it was a good discussion and that many faculty felt that we need to talk more about this issue. She explained that the CFE will ask AFT if they have relevant materials or presentations to share with faculty on how to navigate this new political landscape.

OCC President Angelica Suarez shared that feedback from attendees suggested it might be helpful to reinforce the College's commitment to freedom of expression. Suarez recalled that about a year and a half ago, the college presidents, the chancellor, and the three Senate presidents had collectively affirmed their support for freedom of expression and academic freedom. She suggested this might be an appropriate topic for further conversation and consultation. **Senator Kennedy** added that as **Academic Freedom Committee Co-Chair**, she had wanted to attend the Freedom of Expression event but was unable to because Zoom wasn't allowed, even though a faculty member had spoken to Dr. Lipton and he approved. **Academic Freedom Co-Chair Kennedy** stated that she will be attending another freedom of expression seminar outside of the District via Zoom that is led by First Amendment experts. She added that the Academic Freedom Committee recently decided to bring forward the Chicago Statement to the Senate, which is the template already approved by many colleges and added that this is the appropriate time to put this on our agenda. **OCC President Suarez** acknowledged the importance of offering Zoom access. She noted that "all of the colleges are putting different sessions together," and explained that the recent session at OCC had been open to all three colleges. She added that Coastline College will be scheduling a Zoom Freedom of

Expression session and confirmed that the link will be shared with everyone once available.

C. Reports and Updates on Faculty and Student Engagement and Activities

President Drew recognized a student representative, Joanna Jackson, as stepping in for Anna Hoang. He stated that this report area is a place for students bring forward their topics for engagement.

D. Curriculum Committee

Curriculum Chair Mike Lannom reported that the first classes and programs are moving through CIM smoothly. He acknowledged a few small issues but shared that the committee will hold its first full technical review meeting tomorrow to consider a handful of items submitted through the system.

He added that on Friday he will attend a district-wide curriculum training with curriculum chairs and committee members from sister colleges, with an opportunity to discuss curriculum. Lannom noted that residency requirements had been a topic of recent discussion. He will bring the outcomes of those discussions back to the Senate. The Curriculum Committee meets on Wednesday afternoons from 3:00 to 5:00 p.m. in Student Union 214,

Senator Naesse shared information from a recent training, noting that faculty were advised to “download and save the PDFs of our CORs, because in the transfer process the course content section did not save the formatting.” She added that CurricUNET was expected to remain available “for another week or so” and asked if CurricUNET would still be open so that they can download and save those PDFs?” **Curriculum Chair Lannom** stated that CurricUNET will be available to access through December 31, 2025, for those things.

E. Instructional Planning Council

President Drew reported on the Instructional Planning Council (IPC), as he is a co-chair. He explained that the mission of the IPC is “to improve student success by developing strategic plans for the instructional wing and proposing evidence-based recommendations for allocation of resources.” The IPC meets regularly, with membership comprised of 50% faculty and 50% non-faculty. The Senate President and Vice President serve as members, along with one senator at large. He announced that the Senate is currently seeking one additional senator to serve on the IPC to ensure strong communication between the council and the Senate.

He recalled last year’s successful faculty presentations to IPC and the Senate, noting that many faculty voluntarily presented their proposals in both settings and that the Senate found these presentations valuable. As a result, the IPC updated its handbook to include a new statement: “The date, time, and location of IPC faculty presentations will be distributed to the division faculty by the IPC faculty representatives. The Academic Senate, along with the broader campus community, will be invited to attend.”

President Drew announced that the upcoming faculty hiring presentations will take place on October 8th, from 12:00–3:00 p.m. in College Center, Room 310 West, and he encouraged senators to attend. .

4. Unfinished Business

A. Residency Requirements for AA/AS Degree - Tyler Boogar and Lee Gordon: Tabled.

B. BP/AP 3903 - Safe, Responsible, and Ethical Use of Artificial Intelligence (AI) - Marilyn Kennedy

Senator Kennedy presented proposed revisions to the Board Policy (BP), noting that her draft incorporated feedback from faculty and language used at other institutions. She explained that the BP sets the stage for the detailed AP with more of the rules, and highlighted suggested additions, including references to the Code of Ethics (AP/BP 3060), Academic Freedom, and the Student Code of Conduct (BP 5500).

Senator Kennedy noted that she was only presenting on the BP at this meeting and that the AP will be brought to the Senate next week. She recommended adding language such as “authorized” or “permissible” to the required citation and verification of AI-generated outputs, as some professors allow AI use and some do not. She raised questions about more clearly defining broad terms such as *educational materials* so that

faculty are clear on what that means so that they are not facing discipline when exercising academic freedom. To strengthen transparency, she suggested including language drawn from CSU policies requiring users to be “clear and honest about when and how AI tools have been used in your work.” She described discussions at the recent BPAP committee meeting, where some managers expressed reluctance to disclose their use of AI for certain types of work; therefore, a proposed clause encouraging faculty and students to report misuse of AI to the Chancellor’s Office was opposed by HR and likely to be removed. She stated that there seemed to be confusion in the committee about requiring citation of AI sources and recognizing tools that are not generative AI (e.g., spell check) and some that are generative AI (grammar or rewriting software).

Senator Kennedy noted that the draft language prohibiting AI as the sole decision-making mechanism in matters affecting academic performance raised further questions, such as whether this could extend to grading. She urged faculty to provide input from their disciplines in order to allow academic freedom while still ensuring transparency and security issues are met, noting that each discipline or department will have differing needs.

Senator Paxton added that the BP and AP will be a topic of discussion at the upcoming **Academic Standards Committee** meeting on Friday and he committed to reporting back on the outcome of that discussion.

Senator Kennedy noted that the Board Policy under discussion will remain in the District Board Policies and Administrative Procedures Committee (BPAP) for an extended period.

President Drew added that he attends the BP/AP meetings and added that the stated goal is to reach an approved BP and AP by the end of this year

5. New Business

A. Fiscal Stability Plan - Rich Pagel

Vice President of Administrative Services Rich Pagel presented the College Fiscal Stability Plan, noting that it was first shared with the Board of Trustees in August. He thanked Rachel Kubik for her work in preparing the report and explained that the plan provides a summary of efforts over the past several years to stabilize the college’s finances.

VP Pagel highlighted multiple strategies, beginning with revenue generation, including facility rentals and reinstating charges for fairgrounds parking at \$10 per vehicle. He also referenced efforts to reduce expenditures by relying on one-time funds (such as state block grants and remaining COVID relief dollars) in place of general fund allocations, as well as using categorical funds within Student Services. Significant cost savings have also been realized through 48 reorganizations (saving \$1.8 million) and closing vacant positions (saving \$4.1 million). Looking ahead, he explained that the College is in Phase 4 of its plan, which will continue revenue generation, cost-saving reorganizations, and closure of additional positions (10 this year, with 6 reorganizations in process). He identified challenges for self-supporting units such as the Children’s Center, the ECE Lab, and food services.

VP Pagel reviewed financial projections, reporting that the college ended FY 2024–25 with a \$2.3 million balance, which will carry forward to FY 2025–26 to offset potential deficits. The plan anticipates a continued \$2.3 million balance in 2025–26, a reduced but positive \$1 million balance in 2026–27, and a return to \$2.3 million in 2027–28. He emphasized that although the college is not fully out of deficit spending, it is “moving in a better direction.” He provided a snapshot of dedicated revenues for the year: approximately \$9.6 million from non-resident tuition (both international and out-of-state), and \$800,000 from facility rentals and leases. On the expenditure side, he noted that 91% of the budget is dedicated to salaries and benefits, leaving 8–9% for supplies, utilities, and other costs.

VP Pagel concluded by highlighting the role of the College Budget Committee, which meets monthly and has included consistent leadership and faculty participation. He announced that the next committee meeting will be October 8, 2025, 1:30 PM, via Zoom, held jointly with Coastline, Golden West, and OCC, where Vice Chancellor Drinkwine will provide districtwide budget updates and projections. Pagel invited senators to attend and stated that additional notices would be sent.

Senator Chaikyakal asked what the definition of *self-supporting unit* meant.

VP Pagel stated that *self-supporting units* are on campus, such as food services and public safety. All of the parking fees that students [and the] community pay go to support public safety. Parking violation fines, however, do not return to public safety; instead, they go to Maintenance and Operations (M&O) to fund parking lot upkeep. Pagel emphasized that revenues generated by these units are intended to sustain their operations so that general fund dollars do not have to be directed toward them.

Senator Chaikyakal said that the ECE Lab was on there. "I've never known that to be self-supporting . . ."

VP Pagel explained that "They're, instructional and self-supporting with the ECE lab, so they have a blended, revenues." **OCC President Suarez** added clarification regarding the **ECE Lab**, noting that it is only partially self-supporting. She explained that, as an instructional program, "a large percentage of the ECE Lab is general fund," which is part of the college's responsibility. However, a portion of the program—supported by CDC levy revenue—is self-sustaining." **Vice President of Instruction Tara Giblin** added that the cafeteria is another example of a partially self-supporting unit. She explained that it receives some instructional funds while also generating revenue that allows the college to hire additional staff. **Senator Chaikyakal** stated, "I guess my concern is when it says we're on a watch point, and we know what happened with the Children's Center, and I haven't seen the lab school on there, and I just saw the lab school. That's my entire program, so..."

VP Pagel emphasized that self-supporting units are not being phased out. He explained that the College Budget Committee carefully monitors these programs to ensure they remain in the black. If additional resources are needed, that committee identifies them. Pagel stressed that they're not out to eliminate programs; they're there to find ways to support the programs.

OCC President Suarez suggested that future versions of the stability plan include an asterisk or clarification to better define certain categories, noting this could be added in a future presentation to the Senate to introduce the second component of the budget discussion, explaining that state, district, and college funding will be based on the Student-Centered Funding Formula. She outlined that 70% of funding is based on enrollment (FTES), 20% is supplemental funding tied to student financial aid eligibility and awards, and the remaining portion is determined by student success outcomes, including degrees and certificates earned, first-year English completion, transfer rates, and dual enrollment participation.

B. Stopping Fraudulent Enrollment: Week 1 Practices That Work - Curtis Williams

Curtis Williams, Canvas Administrator, introduced himself by noting his background as a long-time faculty member in geology before retiring from Cal State Fullerton. He explained that he also participates in the Trustees Legislative Committee, which monitors upcoming legislative actions. Williams reported that a statewide audit on fraudulent student registrations is underway. He noted that **Vice Chancellor and Chief Information Technology Officer Rupa Saran** had mentioned in the District Technology Committee that the district uses LightLeap software to detect fraudulent accounts—software he described as "really wonderful," but still not 100% effective. Even at 96–97% accuracy, Williams emphasized that "even 3% is a problem."

He then shared practical strategies for faculty to verify student authenticity in classes. Suggestions included:

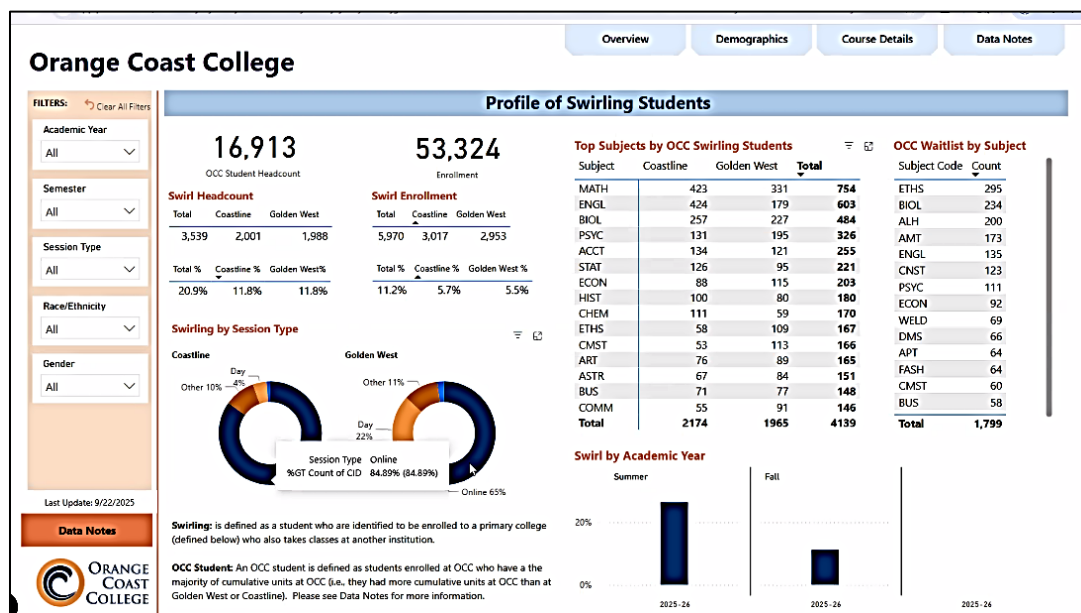
- Creating short first-person artifacts (e.g., students submitting photos with a unique course token like "Blue Pumpkin 23" placed in the image).
- Hosting live presentations or brief phone/video check-ins.
- Assignments requiring students to capture or present real-world items (e.g., "take a picture of a stapler on its side with the course token," or in geology, "submit a photo of a rock you picked up and describe it").
- In history, using a partial photo of a dollar bill with a token as a primary source analysis prompt (noting that AI tools cannot easily generate such images).
- In English, having students handwrite a short paragraph, cross out words, and revise while including a token.
- In political science, assigning low-stakes reflective writing, such as drafting a short script to contact a congressperson about a neighborhood issue.

Canvas Administrator Williams also demonstrated how AI-generated images often contain errors, such as distorted keyboards or unrealistically perfect fingernails, and asked faculty to design assessments that expose these weaknesses. Such activities as low-stakes RSI (Regular and Substantive Interaction) assignments in the first week and short videos responding to simple personal prompts (e.g., “Did you like green vegetables as a child, and do you now?”), can help deter fraudulent accounts. He reported that using these strategies over the summer cut down dramatically on fraudulent registrations.

Senator Ely responded that while the strategies for authenticating students were valuable once classes begin, the larger issue in the Business Division is that fraudulent accounts are occupying seats in courses such as accounting, business, and marketing so that real students cannot get into the class, so the issue needs to be addressed at the enrollment stage.

C. Enrollment Swirl Update - Sheri Sterner and Lucy Grams

Research Analyst Lucy Grams presented the Swirl Dashboard, which tracks how OCC students are moving (“swirling”) into courses at sister colleges, Golden West and Coastline. She reported that as of the most recent update, about 11% of OCC enrollments are taken at Golden West and Coastline, representing roughly 21% of OCC’s headcount. She clarified that the dashboard filters out non-credit students.



Analyst Grams showed that the majority of this swirling is into online offerings: about 85% of OCC students who take classes at Coastline do so online, and 65% of those at Golden West are online as well. The top subjects drawing OCC students to sister colleges are math, English, and biology. She pointed out that biology is both a top swirl subject and one of OCC’s top waitlist subjects, showing a direct link between demand and cross-enrollment. She then demonstrated the interactive features of the dashboard, showing senators how to toggle between semesters and years to view trends. The default view displays the current semester (Fall 2025), but users can also select individual terms or aggregate across up to five years. Historical data shows that swirl has been increasing since 2021, with steady growth in fall and spring terms, and a sharper incline in summer.

Senator Becker requested clarification on the statement that that “OCC student headcount is individual human people and then enrollment is all of the courses people are enrolled in.” **Analyst Grams** clarified the distinction between *headcount* and *enrollments* in the dashboard: “*headcount* is individual students in seats and *enrollments* is the amount of classes a student takes—so one student could have three or four enrollments, or just one.”

Senator Blystone asked if the numbers can be disaggregated based on course number. **Analyst Grams** added that while the current Swirl Dashboard does not yet display OCC's own course numbers or CRNs, it does provide course-level detail for Golden West and Coastline. She explained that the tool shows where swirl is happening at the individual course level (e.g., STAT G160), but noted that right now, you can't see our course names or CRNs in this view.

Dean Sheri Sterner added that the Swirl Dashboard includes session type data, allowing users to see modality (e.g., whether a course such as Intro to Statistics is online asynchronous). She reminded senators that the dashboard is available on the Institutional Effectiveness Portal site under "Swirl Dashboard" and is updated weekly. Sterner explained that the view counts students as OCC students if the majority of their units are taken at OCC. For example, a student with 12 units at OCC and 3 units at Golden West is considered an OCC student in this dataset, while the reverse would not be counted.

Dean Sterner emphasized that this distinction is critical for the Student-Centered Funding Formula (SCFF) since funding is based on FTES. She noted that in the current fall term, about 5,900–6,000 seats (roughly 11% of OCC's total enrollment) are being taken by OCC students at Golden West and Coastline, effectively diverting FTES away from OCC. She observed that swirl has been steadily rising, even compared to pre-COVID trends, and consistently occurs in top subject areas such as math, English, and biology, with much of it concentrated in online offerings.

She pointed out that while the dashboard clearly shows what courses and modalities are driving swirl, it does not explain why students are choosing those options. To address this gap, Institutional Effectiveness piloted a survey last spring, with guidance from the Student Success and Enrollment Committee (SSEC), to test questions about student decision-making. **Dean Sterner** shared that **Analyst Grams** would be discussing the survey design at the current SSEC meeting, with plans to distribute the finalized survey within the next one to two weeks, timed with census. The goal is to provide deeper insight into whether students choose asynchronous online classes at sister colleges out of preference or due to limited options at OCC.

Topic to be revisited at next week's meeting on account of time.

6. Adjournment

President Drew adjourned the meeting at 12:30 PM.

Minutes: Approved on September 30, 2025

MINUTES: First draft written by Senate Support, Misha Wang. Revision of first draft and Senate-approved final draft written by Senate Secretary, Marilyn Kennedy, who also distributes the final Senate-approved version to the Chancellor, Internal Audit Director, Board of Trustees members and secretary, union presidents, GWC and Coastline Academic Senate presidents, OCC College President, and faculty as per OCC Senate bylaws.

Senators & Voting Tally Chart	Motion 1 Approval of September 9, 2025 minutes	Motion 2 Approval of September 16, 2025 minutes	Motion 3 Reopen Public Comments during Item 1D	Motion 4 Consent Item 2A
Ball, Jason: Part-Time Senator (2025-2026)	Absent	Absent	Absent	Absent
Barnes, Carol: Counseling Senator (2024-2027)	Aye	Aye	Aye	Aye
Becker, Lauren: Consumer & Health Sciences Senator (2023-2026)	Aye	Aye	Aye	Aye
Blystone, Allissa: Math & Sciences Senator (2023-2026)	Aye	Aye	Aye	Aye
Boogar, Tyler: Senator-at-Large; Parliamentarian (2023-2026)	Absent	Absent	Absent	Absent
Budwig, Eric: Technology Senator (2023-2026)	Aye	Aye	Aye	Aye
Chaiyakal, Jenny: Senator-at-Large (2025-2028)	Aye	Aye	Aye	Aye
Della Marna, Jodi: Library & Learning Support Senator (2023-2026)	Aye	Aye	Aye	Aye
Drew, Rendell: Senator-at-Large; President (2023-2026)	Aye	Aye	Aye	Aye
Ely, Cyndee: Part-Time Senator (2025-2026)	Aye	Aye	Aye	Aye
Gonzalez, Carly: Senator-at-Large (2024-2027)	Aye	Aye	Aye	Aye
Gordon, Lee: Business & Computing Senator; Vice President (2025-2028)	Absent	Absent	Absent	Absent
Kennedy, Marilyn: Literature & Languages Senator; Secretary (2025-2028)	Aye	Aye	Aye	Aye
Lannom, Michael: Curriculum Chair; Non-Voting E-Board (2024-2027)				
Laux, Mickey: Math & Sciences Senator-at-Large (2025-2028)	Aye	Aye	Aye	Aye
Legaspi Kiaha, Jodie: Athletics & Kinesiology Senator (2023-2026)	Absent	Absent	Absent	Absent
McCarroll, Kate: Senator-at-Large (2024-2027)	Aye	Aye	Aye	Aye
Naesse, Irene: Senator-at-Large (2023-2026)	Aye	Aye	Aye	Aye
Paxton, Leland: Part-Time Senator (2025-2026)	Aye	Aye	Aye	Aye
Sheehan, Katherine: Visual & Performing Arts Senator (2024-2027) <i>late arrival</i>	Absent	Absent	Absent	Absent
Stanton, Jordan: Social & Behavioral Sciences Senator (2025-2028)	Aye	Aye	Aye	Aye
Huynh, Anna: ASOCC Representative; Non-Voting (Fall 2025)				
Vacant: Senator-at-Large (2023-2026)				
Vacant: Senator-at-Large (2024-2027)				

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