

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, April 2, 2024, at 3:00 p.m., in room 402A (Anaheim Campus), room 118 (Cypress Center), and as a videoconferencing meeting for approved attendees who submitted an emergency cause or just cause form. The Vice President and President being in the chair and the Secretary being present.

Senate Vice President Jennifer Carey called the meeting to order at 3:07 p.m.

Present Members: German Arellano, Liliana Balasi, Jennifer Carey, Mirta Carmona, Corinna Lopez, Megan Ly, Candace Lynch, Cathee Mang, Tina McClurkin, Joy Miller, Khanh Ninh, Megan Reeves, Souzan Sahakian, Afraim Sedrak, Erin Sherard, Marlo Smith, Dan Stackhouse, Kimberley Stiemke, Matt Stivers, Anacany Torres, Victoria Myers (remote non-voting), Alli Stanojkovic (remote non-voting), Matt Van Gelder (remote non-voting), Janet Williams (remote non-voting)

Guests: Maria Aceituno, Deb Perkins, and Valentina Purtell

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- I. Approval of agenda – Khanh Ninh motioned “to amend the agenda to have item V. Unfinished Business item Va. Revision of Reassigned Time for Program Review immediately following item VI.f.” The motion was seconded. The agenda was approved as amended by unanimous consent.
  - II. Approval of 3/5/2024 meeting minutes - Approved by unanimous consent with no corrections.
  - III. Announcements & Public Comment
    - Cathee Mang announced that a United Faculty meeting would be held immediately following the Academic Senate meeting; Zoom information for the meeting was emailed to members.
    - Anacany Torres provided information on the Dream Your Future event taking place on Thursday, April 4, 2024 at Fullerton College. Free parking passes are available for pick up at the Fullerton College counseling office.
    - Michelle Patrick-Norng provided an update on available funds for the Kindness Scholarship and expressed gratitude to faculty and staff who donated. Anyone interested in assisting with scoring the Kindness Scholarship applications should email Michelle at mpatrick@noec.edu.
    - Jennifer Carey provided information on the upcoming “Puppies for Pawsitivity” events that will take place at multiple campuses in late April and early May. A promotional flier with event details will be distributed once finalized.
  - IV. Executive Committee Reports
    - a. President’s Report, Jennifer Oo
      - Information was provided on the ASCCC Area D meeting that took place in March. Resolutions will be voted on at the Spring Plenary in April.

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- Information was provided on the recent campus visit to NOCE made by Assemblymember Sharon Quirk-Silva, D67, and her team regarding the Strong Workforce Grant funding. NOCE administrators and CTE faculty/staff provided a tour of the Careers Skills and Resource Lab and shared updates on the various CTE course offerings currently available.

b. Vice President's Report, Jennifer Carey

- Information was shared regarding the voting process and timeline for the 2024-2026 Academic Senate election. The following positions are up for election: President, Secretary/Treasurer, Curriculum Committee Chair, and multiple Adjunct Senator seats. The ballots will be distributed via email this evening with all ballot forms due no later than 5 p.m. on Tuesday, April 9, 2024. Any questions related to the election process should be sent to Jennifer Carey.

c. Secretary's Report, Michelle Patrick-Norng – No report

d. Curriculum Committee Chair, Kimberley Stiemke

- Information was shared regarding the March DCCC meeting. NOCE curriculum did not move forward as Kimberley was unable to attend the meeting and there is no second NOCE representative in place to present curriculum in her absence.

e. Distance Education Committee Chair, Corinna Lopez – No report

## VI. New Business

a. SEA Program Committee and Guided Pathways Plan Updates, First Read – Deb Perkins

- PPT *Guided Pathways Workplan* was presented to faculty. Information was provided on the changes in format for the plan, plan metrics, and the four areas of focus: successful enrollment, persistence (retention), transfer/transition, and completion. Deb discussed the next steps for finalizing the plan and answered questions from faculty. Ideas or feedback on the draft plan should be emailed to Deb at dperkins@noce.edu.

Chair of the meeting was transitioned to Senate President Jennifer Oo.

b. Introduction of UDW, informational – Valentina Purtell

- PPT *UDW Pathways for Low Income Learners Demonstration Project* was presented to faculty. Information was provided on the demographics and distribution of UDW members in the NOCCCD service area. Valentina also presented on the goals and expectations of the partnership with UDW, and next steps for the project that include multiple FastTrack events during the month of April and enrollment of UDW members into summer classes at NOCE.

c. Distance Education Plan Revision 2024-2026, First Read – Corinna Lopez

- PPT *DE Plan Updates 2024 - 2026* was presented to faculty. Information was provided on revisions made to the plan, terminology updates, and processes that will be included in the DE Handbook rather than the DE Plan. Discussion took place and questions were

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answered regarding plans for certification/re-certification processes. Feedback on the draft DE Plan should be emailed to Corinna Lopez by Monday, April 29<sup>th</sup>.

d. Compensation for ASCCC South Rep, action – Jennifer Oo

- Information was shared regarding the role of the ASCCC South Rep position and its duties as outlined by ASCCC. Kimberley Stiemke provided examples of duties she has been tasked with this academic year: attending Executive Committee meetings, Area D meetings, both Fall and Spring Plenaries, and various Institutes hosted by ASCCC. Kimberley shared that she serves as the Chair for the Noncredit, Pre-Transfer, & Continuing Education Committee and Co-Chair for the Equity and Diversity Action Committee. Kimberley shared that the 20% reassigned time allotted for the position for 2023-2024 is not a sufficient amount of time to complete all duties. Kimberley shared that she spends an average of 15 additional hours per week for the fall semester and 20 additional hours per week for the spring semester for this role. Further discussion took place regarding the role and duties of ASCCC representatives and any compensation that is provided to institutions by ASCCC. Tina McClurkin motioned “to support compensation for Dr. Kimberley Stiemke that equates to an additional 15 hours per week for the fall semester and an additional 20 hours per week for spring semester for her role as an ASCCC South Rep.” The motion was seconded and adopted unanimously.

e. Committee Appointments, action – Jennifer Oo

- a. Megan Reeves, Curriculum Committee, 2-year term
- b. Maricela Moran, Curriculum Committee, 2-year term
- c. Jennifer Oo, Distance Education Committee, 2-year term
- d. Khanh Ninh, District Equal Employment Opportunity Advisory Committee, 2-year term
- e. Kristina De La Cerda, District Equivalency Committee, 3-year term
- f. Khanh Ninh, Grade Appeals Committee, 1-year term
- g. Jennifer Oo, Grade Appeals Committee, 1-year term

- Information was provided regarding appointments of faculty to various NOCE and District committees starting fall 2024. Matt Stivers motioned “to approve by block vote to support the appointment of faculty listed within items a-g under item VI. New Business Committee Appointments.” The motion was seconded and adopted unanimously.

f. Election Nominations, information – Jennifer Carey

- Information was shared regarding the voting process and timeline for the 2024-2026 Academic Senate election. The following positions are up for election: President, Secretary/Treasurer, Curriculum Committee Chair, and multiple Adjunct Senator seats. The ballots will be distributed via email this evening with all ballot forms due no later than 5 p.m. on Tuesday, April 9, 2024. Any questions related to the election process should be sent to Jennifer Carey.

V. Unfinished Business

- a. Revision of Reassigned Time for Program Review, action – Jennifer Oo

- Jennifer Oo provided clarification on the recommended reassigned time amounts for the Departmental Planning and Review Panel faculty Co-Chair and Panelist roles. The percentages that were voted on at the March 5, 2024 meeting were not accurate. Jennifer Oo provided a revised breakdown of suggested reassigned time percentages for the 2023-2024 and 2024-2025 academic years: Co-Chair 20% (2023-24) and 20% (2024-25); Panelist 15% (2023-24) and 10% (2024-25). Khanh Ninh moved to “support the newly proposed reassigned time for the Department Planning and Review Panel faculty roles.” The motion was seconded and adopted unanimously.

## VII. Committee Reports

**NOCRC Basic Skills Advisory Group** – Jennifer Carey submitted a report for the March 4, 2024, meeting.

- President Valentina Purtell is now the interim Director of CAEP.

- Made final changes to the Budget Template to present at the Executive Committee in April.

### **Commencement/Student Success Workgroup**

- Khanh Ninh shared updates regarding the cap and gown loan program, as well as sashes for graduates at the Commencement Ceremony based on program (CTE, HSDP, DSS). Students who completed the HSDP with honors will receive a medallion. There will be three student speakers, one from each program. NOCE is waiting for a response from Cottonwood Church regarding the option for Lindon, NOCE's facility dog, to attend the graduation events.

The meeting adjourned at 4:36 p.m.  
Michelle Patrick-Norng, Secretary