

# AGENDA

## 1. CALL TO ORDER (11:05 A.M.)

- a. Pledge of allegiance

## 2. APPROVAL OF MINUTES

- a. Review, correct, and accept minutes from 4/23/19 and 4/30/19
  - i. Motion for approval of 4/23/19 and 4/30/19 minutes from Senator Greenberg; seconded by Senator Juntilla.
    1. Vote: approved.
    2. Abstentions: Senators Hugen, Worrel, and Soto.

## 3. ANNOUNCEMENTS

- a. Plan Sunshine Retreat Day—May 10, 8:30-11 am, Room LC 155. This meeting will sunshine the following plans/documents: Student Equity Plan and AB 1809. The participants will be members of the Student Equity committee, SSSP Committee, Dev Ed Committee, Faculty Senate, Planning and Budget Committee, and Coordinating Committee.
- b. CTX Coordinator application—May 12. The Coordinator position has been posted. Interested full-time faculty members should complete the application by the May 12 deadline.
- c. Hiring Diversification Planning Sessions – May 9, 11am-1pm; 2-4pm; 5-7 pm, Room LC 155. Each session will cover diversity in hiring action planning to weave diversity, inclusion, and equity strategies into each step of the District's hiring and retention strategy. Contact Monica Acuna to RSVP.

## 4. INFORMATION ITEMS

- a. Plenary Summary—Lisa Boutin-Vitela
  - i. Senator Boutin-Vitela attended the ASCCC Spring 2019 Plenary in April in the San Francisco Bay Area. She shared the approved resolutions and presentation materials from the ASCCC website. One the resolution created three categories for online classes: fully online (100% online), partially online (hybrid), and online with in-person proctored assessments. Faculty should consider which definition best fits their classes and ensure clarity in course listings. ASCCC continues to be focused on faculty diversification. ASCCC is also supporting new pilot UC transfer pathway degree in Physics and Chemistry. Additional materials and reports can be found on the ASCCC website.
- b. Curriculum Report—Carrie Edwards
  - i. The committee has helped facilitate many new programs and modified programs this year. There are programs and courses still moving through the committee in the current academic year. There are vacant committee positions representing Business Education, Humanities and Social Sciences, and ASCC. ASCC is no longer a voting member. Many of the

- committee members also participate in Tech Review, which involves an additional time commitment.
- ii. Phally Lay, Carrie Edwards, and Andrew Maz continue to meet with eLumen representatives. They also continue to run small-group training through CTX. There was also an all-chairs training.
- iii. There are two COR clean-up efforts: COR clean-up involving faculty and chairs and assisted COR clean-up involving Academic Staff Support and chairs.
- iv. The new curriculum calendar for 2019-20 is now posted. There will be a limit of 30 curriculum items per meeting, but some exceptions will be made.
- c. Part-Time Senators
  - i. Applications are being compiled and reviewed.

## 5. DISCUSSION/ACTION ITEMS

- a. Dr. Valyncia Raphael—Diversity Statement
  - i. Dr. Raphael provided context for the development of the short and long statements. These statements are intended to support diversity, inclusion, and equity.
  - ii. The short and long statements were not sent out in time for the current meeting, but they will be sent out with the 5/14/19 agenda.
- b. TBLC name change to Online Learning Committee—Michelle Lewellen
  - i. The committee is exploring self-paced training modules for the online teaching certificate. The committee is aiming for a clearer process and one that allows for more flexibility than the current 12-week format.
  - ii. Committee members are reviewing training for accessibility.
  - iii. Committee member are also considering student online readiness, so students can be well-prepared when taking an online class. The committee has reviewed the Canvas Online Readiness modules.
  - iv. Committee would like to keep working on the OER designation in the schedule.
  - v. Proctorio was approved by senate, but the cost for the program is more than was budgeted. Discussions will continue.
  - vi. Closed captioning software is still under consideration.
  - vii. The committee voted to change the committee name from “Technology-Based Learning Committee” to “Online Learning Committee,” so that the committee purpose is clearer.
    - 1. Motion for approval of name change by Senator Boutin-Vitela; seconded by Senator Mullins.
      - a. Vote: approved.
- c. CIS Hiring Committee member change
  - i. Phuong Nguyen, Dean Mellas, Kenny Lou
  - ii. Replace Kenny Lou with Thanh Trinh
    - 1. Motion for approval of CIS Hiring committee change by Senator Lovejoy-Robold; seconded by Senator Soto.
      - a. Vote: approved.

- d. Senator of the Year nominations
  - i. Nominations were taken.
    - 1. Senators Soto, Griffin, and Juntilla were nominated.
      - a. Senator Juntilla was voted senator of the year via paper ballot.
      - b. The contributions of all three senators are appreciated!

## **6. REPORTS**

- a. Student Liaison—Anthony Gomez
  - i. Budget discussion continued, and the budget was approved.
- b. CCFF President—Stephanie Rosenblatt (represented by Ralph Casas)
  - i. On May 10, there will be an unemployment workshop in LC-51.
  - ii. On Wednesday, May 22, CFT and a number of other partners are rallying in Sacramento to demand funding for our schools, colleges, and universities. At 1:00 pm community college instructors will rally at the Capitol then march to the Chancellor's Office to present a list of demands, including more support for full-time hires. CCFF would like to send 3 members to participate in this event. CCFF will pay for transportation. Email Stephanie Rosenblatt by noon on Tuesday, May 14 if interested. For more information, visit: <https://www.cft.org/may22>
  - i. The recent Executive Board elections have been challenged. Senator Soto reported that a challenge was received, and they are processing it. Senators voiced their appreciation of the CCFF election committee members' diligent work.
- c. Senate Vice President—Andrew Maz
  - i. No report.
- d. Senate Secretary—Lisa Boutin-Vitela
  - i. The Florence 2019 summer study abroad pre-departure meeting is today. Students will leave for Florence, Italy in June. The 2020 summer program, which will be in a different international location, is currently being organized.

## **ADJOURNMENT (12:20 P.M.)**

### **REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY**

Any individual with a disability, who requires reasonable accommodation to participate in a meeting, may request assistance by contacting the:

President's Office – 11110 Alondra Boulevard – Norwalk, California 90650  
(562) 860-2451, Extension 2204 – (562) 860-1104 – FAX

Copies of the agenda materials are available in the President's Office