

# Academic Senate

The regular monthly meeting of the NOCE Academic Senate was held on Tuesday, December 7, 2021, at 3:00 p.m., as a videoconferencing meeting. The President being in the chair and the Secretary being present.

Senate President Jennifer Oo called the meeting to order at 3:02 p.m.

Present Members: Janet Cagley, Jennifer Carey, Kristina De La Cerda, Carlos Diaz, Cathy Dunne, Phil Famolaro, Gary Jimenez, Caroline Kim, Yvette Krebs, Corinna Lopez, Megan Ly, Candace Lynch, Cathee Mang, Tina McClurkin, Joy Miller, Victoria Myers, Rosie Navarro, Michelle Patrick-Norng, Megan Prell, Megan Reeves, Giana Rivera-Tweedie, Erin Sherard, Julie Shields, Marlo Smith, Alli Stanojkovic, Kimberley Stiemke, Anacany Torres, Matt Van Gelder, Kenny Yu

Guests: VP of Instruction Karen Bautista, Pres. Valentina Purtell

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- I. Approval of agenda- Approved by unanimous consent with one change, "that New Business item VIIb. SLO Updates presented by Tina McClurkin as an Informational item with a time allotment of 10 minutes be added after New Business item VIIa. DE Plan Draft Plan Feedback and Updates."
  - II. Approval of November 2, 2021 meeting minutes- Approved by unanimous consent with no corrections.
  - III. Announcements & Public Comments
    - Cathee Mang encouraged faculty to promote the in-person ESL Academic Success II and ESL and the Arts courses that will held at the Anaheim Campus for the Spring 2022 semester.
    - Michelle Patrick-Norng commented on the DE Addenda agenda item presented at the Academic Senate September 2021 meeting, rules related to the Robert's Rules of Order and wanting to model collegial and professional dialogue.
    - Anacany Torres encouraged faculty to promote the in-person Transitioning to College course that will be held at the Anaheim Campus for the Spring 2022 semester.
  - IV. Executive Committee Reports
    - a. President's Report, Jennifer Oo
      - The dates of Summer term will be from June 6, 2021 to July 16, 2021.
    - b. Vice President's Report, Carlos Diaz – No report.
    - c. Secretary's Report, Khanh Ninh
      - Reminded faculty to visit the Academic Senate website and that a revised Committee Assignment List will be uploaded soon.
  - V. Kindness Confetti – Michelle Patrick-Norng
    - a. Team Fun Facts- Provided two fun facts.

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- b. Announced the winners of the Kindness Confetti November Challenge.
- c. Kindness Scholarship- Link being set up for those who would like to contribute to the scholarship. A subgroup has been formed to develop scholarship description and criteria. A zoom link will be sent out for those interested in participating in the first planning meeting.

VI. Unfinished Business

VII. New Business

- a. DE Plan Draft Plan Feedback and Updates – DE Advisory Group, Janet Cagley  
- Reviewed the NOCE Distance Education Plan 2022-2024 - General Feedback PowerPoint presentation.

- b. SLO Updates Survey Results – Tina McClurkin  
- At this time, Tina is the sole person working on this activity so she is seeking more faculty participation. Contact Jennifer Oo ([joo@noce.edu](mailto:joo@noce.edu)) or Tina McClurkin ([tmclurkin@noce.edu](mailto:tmclurkin@noce.edu)) if you are interested. Meeting date/time TBD.

VIII. Committee Reports

- **CAEP Basic Skills/High School Diploma Workgroup** – Jennifer Carey submitted a report for the November 1, 2021 meeting that was held as a videoconference. Topics discussed: Workgroup will continue with the same two CAEP funded activities, direct instruction and high school equivalency (GED) in 2022/2023.

- **Curriculum Committee** – Kimberley Stiemke  
- Acknowledged Committee as well as a few individuals who have done great work in the area of curriculum development.

- **DE Advisory Group** – Janet Cagley  
- State level workgroup had first meeting to begin planning for a noncredit landing page on the California Virtual Campus website which will allow NOCE to promote NOCE classes statewide.

- **NOCE Diversity, Equity, Inclusion, and Anti-Racism (DEIA) Committee** – Jennifer Oo  
- This is a new committee and more information will be emailed out by Jennifer. Contact Jennifer Oo ([joo@noce.edu](mailto:joo@noce.edu)) if you are interested in being on this committee.

- **Program Planning and Review Panel** – Tina McClurkin submitted a report for the November 15, 2021 meeting that was held as a videoconference. Topics discussed: CTE, Counseling and Research are going through our first round of Program Review while all other departments are doing through Program Planning. The deadline for the submission of reports is February 5, 2022.

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- **Technology Committee** – Michelle Patrick-Norng submitted a report for the November 8, 2021 meeting that was held as a videoconference. Topics discussed: **Laptops**: ITS team is working on a way to show preference for online only students who request a loaner laptop (when supplies are low). A shipment of student laptops arrived recently (120 total) but ITS team is needing to update some of the software and ensure they are set up properly for student use. 70+ laptops were delivered that will be placed in ESL classrooms at Wilshire. Currently, there is no hold on a student's account if they have yet to return a laptop and are not registered for classes; staff is working to identify strategies to help boost returns or help students register for spring classes. **Spam Email and External Sender**: Individual users will now be able to view emails that are in "quarantine" and mark them as spam or move them to their inbox. External email notification/banner will look slightly different in Outlook moving forward. **Zoom**: ITS is working on configuration for a single sign-on (SSO) option for faculty/staff when signing into Zoom. **Network Refresh**: Close date for Network Refresh may be pushed to August 2022 for some tasks; original close date was set for May 2022. The Technology Committee is not meeting again until January to open another meeting time for the COVID Pandemic Response Team to meet in December as they prepare for spring semester.

The meeting adjourned at 4:10 p.m.  
Khanh Ninh, Secretary