

ACADEMIC SENATE ATTENDANCE & MINUTES
15th September, 2009

Attendance (X indicates present, exc indicates excused, pre-arranged absence)

Behavioral & Social Sciences	
<u>Gold, Christina</u>	X
<u>Widman, Lance</u>	X
<u>Wynne, Michael</u>	X
<u>Mannen, Angela</u>	X

Business	
<u>Saddiqui, Junaid</u>	X
<u>Lau, Philip S</u>	

Counseling	
<u>Jackson, Brenda</u>	X
<u>Jeffries, Chris</u>	X
<u>Key, Ken</u>	
<u>Pajo, Christina</u>	X

Fine Arts	
<u>Ahmadpour, Ali</u>	X
<u>Bloomberg, Randall</u>	X
<u>Crossman, Mark</u>	
<u>Schultz, Patrick</u>	X
<u>Wells, Chris</u>	X

Health Sciences & Athletics	
<u>Hazell, Tom</u>	EXC
<u>McGinley, Pat</u>	X
<u>Rosales, Kathleen</u>	X

Humanities	
<u>Isaacs, Brent</u>	X
<u>Marcoux, Pete</u>	X
<u>McLaughlin, Kate</u>	X
<u>Peppard, Bruce</u>	X
<u>Adrienne Sharp</u>	EXC
<u>Simon, Jenny</u>	X

Industry & Technology	
<u>Gebert, Pat</u>	X
<u>Hofmann, Ed</u>	X
<u>MacPherson, Lee</u>	X
<u>Marston, Doug</u>	X

Learning Resources Unit	
<u>Striepe, Claudia</u>	X
<u>Ichinaga, Moon</u>	X

Mathematical Sciences	
<u>Boerger, John</u>	
<u>Fry, Greg</u>	X
<u>Glucksman, Marc</u>	X
<u>Taylor, Susan</u>	X
<u>Yun, Paul</u>	

Natural Sciences	
<u>Cowell, Chas</u>	
<u>Herzig, Chuck</u>	X
<u>Jimenez, Miguel</u>	X
<u>Palos Teresa</u>	X
<u>Vakil, David</u>	X

Academic Affairs	
<u>Chapman, Quajuana</u>	

ECC CEC Members	
<u>Evans, Jerome</u>	
<u>Norton, Tom</u>	
<u>Panski, Saul</u>	X
<u>Pratt, Estina</u>	X
<u>Smith, Darwin</u>	

Assoc. Students Org.	
<u>Caspar, Joshua</u>	
<u>Safazada, Ana</u>	

Ex- Officio Positions	
<u>Arce, Francisco</u>	X
<u>Nishime, Jeanie</u>	X
<u>Shadish, Elizabeth</u>	
<u>Kjeseth, Lars</u>	X

Guests and/Other Officers: Arvid Spor (Dean's Rep), Barbara Jaffe.

Unless noted otherwise, all page numbers refer to the packet used during the meeting, not the current packet you are reading now.

The first Academic Senate meeting of the Fall 2009 semester was called to order at 12:34pm

Approval of last Minutes:

The minutes [pp. 5-8 of packet] from the last Academic Senate meeting were unanimously approved.

REPORTS OF OFFICERS

President's report – Dave Vakil (henceforth DV)

DV noted that policing efforts would be increased per JoAnn Higdon's email in the "Student Profanity" email chain.

DV announced that he was seeking volunteers for varied assignments. The Compton Educational Center will be conducting twenty five faculty evaluations this semester. ECC faculty volunteers are needed to sit on the evaluation panels. DV noted that this would be paid time. Interested faculty can speak to their Deans, and DV asked Senate members to spread the word to colleagues.

The Basic Skills Regional Conference is to be held in Burbank, Oct 29-30, and volunteers are needed to attend this conference.

Volunteers are also sought for the Calendar Committee, which meets infrequently. P. McGinley volunteered for this Committee.

DV expressed a wish to have Senators present Division Program Review highlights at future Senate meetings. DV asked for volunteers, and P. Marcoux, C. Striepe, P. McGinley, and K. McLaughlin volunteered to be amongst the first presenters. DV asked the presenters to provide **brief** answers to the following questions:

1. Who does your program serve and why is this program beneficial to the community?
2. List 2-3 important items from your program review that are interesting or important.
3. List 2 things you'd like other faculty to know about your program.

The presenters were asked to send a copy of their presentations in writing to the Senate President and the presentations may be sent to the listserv and/or posted on the senate webpage.

DV updated the Senate on Faculty Accreditation Efforts, thanking Evelyn Uyemura for taking a leading role in accreditation response, along with Dr. Spor and Dr. Arce. Program Review has seen tremendous progress with 59 Program reviews in 6 years, 31 in past 2 years, 22 last year. Curriculum Review has also been busy, reviewing 687 courses since February, including 388 during summer. ECC was on warning as we had fallen behind in review.

DV outlined some goals for the semester.

The need for a program discontinuance policy also remains unaddressed. S. Panski noted that Compton would like to be a part of any discussion on this issue. D. Marston said that Title V requirements would have to be consulted.

A Collegial consultation policy is needed efforts to restore/expand release time for vital functions (e.g., SLOS, Curriculum)

Lastly, DV would like to introduce a Senate newsletter. Please contact DV if you feel you can help with this.

DV went on to list items for future discussions:

- What is the number of online classes that can be taught per faculty
- Can we introduce an online catalog of record – this would allow for faster updates?

DV reported on the filling of vacant Academic Senate Officer positions. M. Kline had been slated to take the position of VP Faculty Development. Mr. Kline instead is the new Faculty Coordinator for Humanities; and Chris Gold (History) was appointed VP-Faculty Development. It is hoped to replace the VP Legislative Action position with a VP-Instructional Effectiveness, when ratified and when reassign time is available. In the meantime, Chris Wells has been appointed to continue as VP Legislative Action.

DV noted that, on his looking through the Program Reviews he had observed that 13 programs made unsolicited requests to create department chairs. DV asked whether the Academic Senate should pursue the creation of a department chairs? How faculty opinion on this issue could be gathered, and whether this would help students? A. Ahmadpour suggested asking faculty to respond to a questionnaire or survey, the results of which could be discussed at a forum and then put to a vote. P. Marcoux suggested making the topic part of a Flex Day discussion. A. Spor asked whether these would be funded positions. P. McGinley asked what the purpose of the Department Chairs would be. S. Panski asked how Department Chairs would differ from Faculty coordinators? After lively discussion it was decided to query faculty about the possibility of creating department chairs. Departments and faculty would be asked two questions at department meetings and/or Division Councils. The questions are:

1. Should the Academic Senate pursue the creation of a department chair model?
2. What would be the role(s) [or purpose] of a department chair?

The results of this survey will be discussed at the October 20th meeting. Senators are asked to submit their department/Division answers, in writing, to DV before the October 20th meeting.

Compton Education Center - Saul Panski (SP)

SP noted that a CEC goal is to foster a closer relationship with the ECC Senate and increase participation on ECC committees.

SP reported that the CEC Faculty Council Topics for the 9/17/09 meeting would include

- Campus policies for dealing with H1N1 virus
- Discussion of ECC Accreditation Responses
- Comprehensive Faculty Evaluations

Council topics for the 10/8/09 meeting would include

- Update on CEC First Year Experience Program
- On Course Workshops

SP was happy to report that the CEC headcount is up to approx. 5000 students, with a fill rate of 81% and they are posting 2139 FTES.

Curriculum Committee report – Lars Kjeseth (LK)

See packet [pp 11-29] for the minutes from the last Curriculum meeting. LK proposed in the interests of saving space and trees, not to include the complete minutes of Curriculum meetings in the Senate packet any longer as they sometimes ran to dozens of pages. The full minutes and corrections will be posted on the Curriculum web site and Lars will provide highlights for the Senate packet.

LK reported that the Committee will

- convert entire curriculum creation and review to CurricUNET (from CurricUWARE)
- Review all out-of-compliance courses (those that have not been reviewed in 6 years or more)
- Modify procedures so that
 - Faculty control the process. LK felt the control (and input of materials into CurricUNET) should be transferred from administrative assistants to the faculty.
 - Six-year review cycle (two-year for CTE courses) is maintainable
 - Workload for Curriculum Chair is roughly 12 - 16 hours a week

LK noted that other goals for the Committee include:

- Redefining the role of Division CCC Representatives
- Increasing faculty ownership of the Curriculum Creation/Review Process

A. Ahmadpour suggested that not enough attention is being paid to course content and that all relevant faculty should be looking at the content. P. Marcoux replied that this should be happening per: process. A. Ahmadpour said it might happen when a new course is introduced, but not for course review, at least not in his Division. LK agreed that there seemed to be an inconsistent understanding of the process. LK said he would draft a document “What is Course Review” to share with Divisions. LK asked that other ideas and concerns be mailed to him.

Senate president Vakil broke in here to recognize , via the presentation of certificates, faculty who were moving from one academic rank to another. DV noted these excerpts from the College Catalog p. 238

- The Academic Senate has developed the academic rank. It is not an official appointment by the Board of Trustees but, instead, is a traditional practice which recognizes professional preparation and experience.
- Instructor: This rank is for probationary (contract) faculty members who do not qualify for higher rank.
- Associate Professor: Tenured faculty members who are at least at Step 7 on the salary schedule.
- Professor: Tenured faculty members who are at least at Step 10 (Class V) on the salary schedule or Step 13 (Class I-IV) on the salary schedule.

The new Associate Professors are:

Rebecca Bergeman, Eric Carlson, Jason Davidson, Julio Farias, Chris Gold, Eyal Goldmann, Amy Himsel, Kathryn Holmes, Laurie Houske, Ron LaFond, Julia Land, Andrea Micallef, Eduardo Morales Eduardo Munoz, Vivian Nemie, Rodolfo Otero, Yasna Ouwerkerk, Valencia Rayford, Sabra Sabio, Pamela Santelman, Darrell Thompson, Marianne Waters, Karen Whitney, Merriel Winfree.

The new Professors are:

Francesca Bishop, Carl Broderick, Nancy Freeman, Amy Grant, Randy Harris, Chuck Herzig, Matt Kline, Cheryl Kroll, Pete Marcoux, Kathy Morgan, Kris Numrich, Dan Richardson, Lori Suekawa, David Vakil, Chris Wells.

VP- Faculty Development – Chris Gold (CG)

CG reported that that on-going programs like the Teaching Book Club were ready to commence and would soon be sending out emails. The Mentorship program had 20 full- time faculty interested in being mentors and 6 or 7 faculty had already been matched up. The Mentorship program was also talking of expanding it's membership to include the Business, and Math Divisions, and the CEC had also approached the Committee about introducing the program there.

CG spoke about a new program that was ready to launch. A “Hot Topics” flex activity on issues of interest to faculty. The format would vary from discussion, to debate, to presentations. The first topic is “On-line Instruction: enrollment, retention and success rates” to be presented on Thursday, September 24 1:00-1:50 West Library Basement (outside the Staff Development Office). Irene Graff will present the statistics, and Alice Grigsby will be available to answer questions.

VP – Educational Policies – Chris Jeffries (CJ)

CJ asked for volunteers for the Educational Policies Committee which meets on the 2nd and 4th Tuesdays of the month from 12:30 – 2:00pm in Conference Room 106 in the Counseling Building. CJ wants to make the Policies and Procedures more visible to users.

CJ did not have time to speak fully. Below are goals and first tasks outlined in Powerpoint

- Ed Policies Goals:
- Keep up-to-date on current existing Board Policies as it relates to Academic Affairs
- Follow Title 5 changes and create or revise Board Policies to comply with Ed Code
- Establish administrative procedures for all Board Policies
 - Have these procedures accessible to all faculty, staff, and students either on the web and/or in the college catalog and/or class schedule.
- What's up first:
 - BP & AP 4020 – Program, Curriculum and Course Development – revisit
 - BP 4225 Course Repetition – many changes in Title V that must be addressed immediately
 - Equivalency to Minimum Qualifications policy – Ed Code Section 87358
 - Several policy changes in Admissions & Records are coming later this year

VP - Finance and Special Projects/ PBC (Planning and Budgeting Committee) – Lance Widman (LW)

[pp. 47-49 of packet] PBC Minutes for the meeting of 7/30/09. This meeting was largely a brainstorming session about possible spending reductions and revenue increases at ECC even though the 09-10 State budget had not yet been adopted.

[pp. 50-52 of packet] PBC Minutes for the meeting of 8/20/09. VERY important information included in these minutes based on Pres. Fallo's presentation about the proposed 09-10 Final Budget, assumptions, revenues/expenditures, to be presented to the Board for adoption in September. The proposed Final Budget was subsequently endorsed by the PBC at its meeting on 9/3. LW asked that Senators Please, READ CAREFULLY.

[pp. 53-55 of packet],PBC Minutes for the meeting of 8/6/09. Extensive discussion of the VP's Area prioritization plans. LW asked that Senators Please, READ CAREFULLY.

LW noted that a change in his teaching schedule makes it virtually impossible for him to attend the Council of Deans meetings, held on the 1st and 3rd Thursdays of the month. The Council meets from 9:00am to roughly 10/10:30. A volunteer is needed and the only obligation is your presence and making a report about any significant actions taken by the AS the previous Tues. The AS absolutely needs a voice and presence at these meetings. DV called for a volunteer and M. Ichinaga volunteered.

VP - Legislative Action – Chris Wells (CW)

No report.

REPORTS OF SPECIAL COMMITTEES

Student Learning Outcomes – Jenny Simon (JS)

[pp92-96 of packet] contains a detailed timeline of action items. JS reported that this will be included in the Accreditation response, so it is important that we keep to the timeline. JS provided a few highlights, noting that by

- June 2009 – 1st draft of Program-Level statements were due for completion
- Dec 2009 – 1 SLO assessment proposal for all courses AND for each program-level SLO are due.

JS distributed a list of where each Division stood as of mid- August. Senators were asked to share this with their Division SLO Committees.

JS also noted that the following should happen on an annual basis:

- Every December: assess existing course SLOs
 - Small programs: 2 complete cycles per year
 - Medium programs: 3 complete cycles per year
 - Large programs: 4 complete cycles per year
- Every June: submit program SLO assessment

- It was noted that JS is coordinating the entire campus effort on her own.

UNFINISHED BUSINESS

BP 5500 Academic Honesty and Standards of Conduct and AP 5520 Student Discipline and Due Process Procedure

[pp 56- 64 of packet] It was noted that, while the Academic Honesty & Standards of Conduct have been approved, there had also been amendments made upon further discussion in the Deans' Council.

It was noted that changes had only been made in Academic Honesty - specifically:

- P. 57 top line, item vi: obtaining/copying exams is allowed unless prohibited. PREVIOUSLY: "Obtaining or copying exams or test questions when prohibited by the instructor"
- Item ix: handing in same paper is allowed unless prohibited specifically. PREVIOUSLY: "Handing in the same paper or other assignment in more than one class when prohibited by the instructor"
- P. 59 items 1 & 3 shortened.
- P. 59 item 3 now says instructor "may" complete reporting form.
- Inserts: p 57 item b, e, f
- P. 61: inserted underlined section
- Processing times were increased

DV asked for Senate feedback and discussion followed. C. Wells called for a motion to revert to the previous wording of items vi and ix [pg 57] Dr. Arce noted that the Policy should be read in its entirety, otherwise things could be taken out of context. Dr. Nishime said that the Policy had not yet gone to the Board. C. Wells suggested tabling the issue for a full discussion at another meeting. DV felt there was not enough time. It was noted that if no action is taken the "old" Policy is affirmed. C. Wells withdrew his earlier motion.

C. Wells made a motion to accept all changes except those pertaining to items vi and ix [pg 57] which should revert to the original wording. C. Jeffries seconded the motion and it was carried unanimously. DV will discuss this on Monday at College Council.

NEW BUSINESS

Cancellation of All Winter Online Courses

Dr. Arce reported that he had to cut 75 sections from Winter/Spring to get back to the base figures of 2005. We are already 2,400 FTES over cap, which means no reimbursement and increases the pressure to reduce sections. More cuts, not less, are probably a reality. DV asked what ALL the online Winter classes? Dr. Arce noted it seemed a reasonable step given the low success and retention rates of online classes vs traditional classes. Dr. Arce distributed a chart to illustrate this point. Dr. Arce further pointed out that many schools are reducing Summer Sessions and cutting Winter Sessions entirely. So we are holding our ground, but may have to reduce more. The College is prioritizing cuts in areas that show low retention. 29 sections were cut from Winter, with more to come until we reach 75. C. Jeffries noted that the College already does not offer lower enrollment courses in Winter. S. Panski asked what this meant for the future. Will

Distance Education classes always be cut? S. Panski felt this sent a message to faculty that would discourage them from training for and offering online instruction. Dr Arce said that the message is that the College has concerns about the Distance Education classes. The College has not done a good enough job training and supporting faculty, and in training and supporting students.

Dr. Arce said ECC is recruiting for specialist positions in Distance Education Academic Support and Distance Education Faculty Development.

C. Wells felt that there were then some problematic statements in Program Review. Dr. Arce said that these statements would have to be removed. Dr. Jaffe noted that she had removed them. S. Panski said that Distance Education is an avenue that it is important to keep open for certain students. Dr. Arce agreed that it is an important program, but felt we may have grown the program too quickly, and it was time to regroup, reassess and give better support.

DV thought cancelling the classes sent a message to faculty and students that we would now have to work hard to reverse. DV asked why the issue had not been brought to faculty before the decision was made. Dr. Arce replied that although the issue was bound to be controversial, quick action was needed. Dr. Arce agreed that all faculty should be aware of the need for these actions.

PUBLIC COMMENT

DV noted that meetings would be held in Communications 104 until further notice.

The meeting adjourned at 2:11pm

CS/ecc2009