

ACADEMIC SENATE MINUTES
December 2nd , 2008

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

Behavioral & Social Sciences
Brown, Maria
Widman, Lance X
Wynne, Michael X

MacPherson, Lee
Marston, Doug
Rodriguez, George

Business
Halamka, Dagmar
Saddiqui, Junaid X

Learning Resources Unit
Striepe, Claudia X
Robles, Vince (sharing) X
Ichinaga, Moon (sharing) X

Counseling
Beley, Kate X
Gallucci, Linda X
Jackson, Brenda X

Mathematical Sciences
Scott, Greg
Glucksman, Marc X
Boerger, John
Fry, Greg
Yun, Paul

Fine Arts
Ahmadpour, Ali X
Davidson, Jason X
Wells, Chris X
Crossman, Mark
Berney, Daniel X
Jeremy Estrella X

Natural Sciences
Cowell, Chas
Herzig, Chuck X
Palos Teresa exc
Vakil, David X

Health Sciences & Athletics
Hazell, Tom
Orton, Tory/Victoria (sharing)
Stanbury, Corey
McGinley, Pat X
Moon, Mary (sharing)

Adjunct Faculty
Kate McLaughlin X
Owens, Annette

Humanities
Hong, Lyman X
Marcoux, Pete X
Uyemura, Evelyn X
Kline, Matt
Adrienne Sharp X

ECC CEC Members
Panski, Saul X
Pratt, Estina
Smith, Darwin
Evans, Jerome
Norton, Tom

Industry & Technology
Gebert, Pat X
Hofmann, Ed

Ex Officio Attendees: Francisco Arce, Jeanie Nashime, Janet Young,
Guests and/Other Officers: Arvid Spor (Dean's Rep), Bill Mulrooney, Barbara Perez,
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 eighth Academic Senate meeting of the Fall 2008 semester was called to order at 12:35pm.

Approval of last Minutes:

The minutes [pp. 1-7 of packet] from the last Academic Senate meeting were approved with one correction from Dr. Gallucci.

REPORTS OF OFFICERS

President's report – Pete Marcoux (henceforth PM)

PM reported on **Faculty "Recruiting"** [pg. 10 of packet] shows a list of faculty recruitments. PM noted that in the current economic climate the positions are not being termed "hires", but "recruitments". PM noted that the positions are also not in numerical, or ranked, order, but just an alphabetical list. The list is close to the Recruitment committee recommendations, but not exactly the same. Discussions are in the works to make the LRC Faculty Coordinator position a management position, thus it no longer appears on this list. Dr. Perez had said that the duties were more supervisory in nature, and that negotiations with the Union were still taking place. It was noted that there had been no collegial consultation, and it was also noted that the Union represents the faculty and the Union was being consulted. PM is talking to Sean Donnell. Mr. Wells asked for a written justification for the position being made Management, and PM said he would make a formal request for this justification, but repeated that it was a Union issue at this stage.

Human Resources is working on an Online Application System The Senate was asked to alert part time faculty who may be applying for positions of this fact. Human Resources will assist faculty by scanning in auxiliary materials (letters of recommendation, etc) as they plan to go completely online. Scanners are available to faculty in the Innovation Center, Library West Wing Basement. Mr. Vakil said that he and Dr. Perez were meeting to organize an activity for adjunct faculty on application presentation and interviewing. PM noted that he had recently been on a Compton faculty Evaluation Committee and had been impressed by their process.

The College Council has been working on a tracking system for policies and procedures. Flex Day will focus on SLO's and assessments.

The Accreditation Commission will meet in San Francisco, January 7th – 9th. Dr. Fallo has seen a preliminary report. Dr. Arce may attend the meeting in January.

Mr. Wells noted that an Accreditation Workshop was also scheduled to run in January in San Jose, and wondered whether anyone was going to attend. PM said to speak to Donna Manno re: funding. Mr. Vakil expressed a tentative interest.

Compton Education Center report - Saul Panski (SP)

[pp. 13-16 of packet] SP reported that Dr. Fallo was set to have a final interview at Mira Costa College on December 5th. He noted that it was a rich college, with no Union, and that the college had also had some Accreditation woes.

The CEC has lost another Business officer, with a new incumbent set to start on Monday. A new Director of Records and Admissions is also set to start work on Monday at the CEC.

Curriculum Committee report – Janet Young (JY)

[pp. 17- 35 of packet] JY reported that the Committee had

- Approved the revised General Studies Major
- Were setting up CurricUNET for use in Spring
- Spring Semester Devoted to Course Review
- Developed Blanket Recommended Prep for All Distance Ed Courses – which states
 - Completion of or concurrent enrollment in Academic Strategies 60, previous satisfactory completion of an online course, or a satisfactory score on the Distance Education Online Class Self-Assessment Instrument.
- Reviewed and Approved 139 Proposals this Semester

It was noted that Academic Strategies classes which prepare students for online classes do exist. The next step would be to put in a Prerequisite, but the Committee wants to explore the Recommended Preparation path first. When asked how Lars Kjeseth's Open Meetings were progressing, JY said that Lars seemed happy with the outcomes.

Educational Policies Committee report – Evelyn Uyemura (EU)

[pg. 36 of packet] EU reported that the Committee continued to work on the draft **BP 4225 Course Repetition Policy**. Mr. Mulrooney is the author of the draft. [A handout of the draft was available to Senate members] EU noted that faculty should be aware that by law repeatable classes do not have a process for alleviating grades, and that this might have repercussions. One workaround is that if the first grade is a W, that does not count, but once students earn a letter grade, that can only take the class 3 more times. Dr. Gallucci warned that progress probation and other factors like Financial Aid could be impacted if faculty were to encourage students to take a W.

Ms. Gebert spoke of a potential problem with Cosmetology students hours and State Boards. Please pass these scenarios on to EU and Mr. Mulrooney, and they will try and figure out the special circumstances.

Mr. Widman challenged the word “alleviate”, but Mr. Mulrooney assured him that this is the language of Title V. Mr. Ahmadpour said that this should be sent to all faculty, and PM noted that this was the role of the Academic Senators – to take the information back to our colleagues.

The Committee hopes to finish with the Policy this year. The Committee will meet this Thursday.

Faculty Development – Dave Vakil (DV)

DV reported Trudie Meyer had attended a storytelling presentation whereby students develop a digital story, and that the Committee was looking into getting the presenters to come to ECC and the CEC for a demonstration.

DV reported that the Committee had continued discussion on the **Distinguished Faculty Award** and that a consensus had been reached to adopt the State Academic Senate “Hayward Award” principles. Following this method would also make it easy for our winners to be in line for the Hayward Award. DV noted that Mercedes Thompson, an past ECC Distinguished Faculty Award winner, had won the prestigious Hayward Award before. The Committee is still discussing the Part Time Faculty Award.

Legislative Action – Chris Wells (CW)

No report.

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

[pp. 39-40 of packet] Minutes for the 11/6 **PBC meeting**. Discussed the State Budget Update, and LW noted that “there are many questions, still too few answers at this point.” A State financial crisis has been declared. LW said that a new legislature would be sworn in on Monday and would begin with a special session. The State is set to run out of money in March.

Also discussed was Enrollment Trend Analysis, and the question raised is how to account for enrollment growth to EC’s greatest benefit. This is still under discussion.

ASO Representative Report - Joe Udeochu (JU)

No report.

REPORTS OF SPECIAL COMMITTEES

PROGRAM REVIEW – Dr. Barbara Jaffe

[pp 65-66 of packet] Dr. Jaffe reported that 13 Program Reviews had been worked on in the 08/09 cycle and noted that while 0% had been completed in 2007, we now have a 99% completion rate. Dr. Jaffe said that there had been some problems with the process so she had got it down to a 2 page sheet of guidelines, and she has a template for those that prefer working from a template. It was noted that a copy of the Review should also go to Planning and Budgeting. Dr. Perez said it was the responsibility of each Division to see that the requests got into the Budget plans and requests. Dr. Jaffe pointed out the addition of item #4 which links the SLO’s to curriculum. The Conclusion (#8) should be a summary and contain recommendations. The ideal is to do this every 4 years with annual updates.

PM recommended adding Software and Technology to item III. Dr. Spor suggested the Conclusion also go into Plan Builder.

Mr. Vakil asked how faculty could get access to the Division/Unit plan to see how items were progressing. It was suggested to ask the Division Deans for this information. It was seen as important for faculty to have follow-through on items.

Dr. Gallucci said that the document might have to be tweaked for Student Services.

Mr. Ahmadpour suggested taking out the word “strong” in IA. This was agreed to.

UNFINISHED BUSINESS

BP & AP 4300 Field Trips

[pg. 41 of packet] This was the second reading of the Policy and Procedures. PM noted this as a good example of collegial consultation. A motion was made by Mr. Ahmadpour and seconded by Mr. Widman to pass the Policy and Procedures. The motion carried/passed with all in favor. It was noted that most field trips are conducted by the Natural Sciences Division, with a few by the Athletics and Sports Division. PM notified Dr. Nishime that the motion had passed.

Minimum Qualifications

[pp. 49 - 60 of packet] Dr. Perez noted some amendments to the Real Estate portion of the document. A motion was made by Mr. Widman and seconded by Mr. Wells to accept the local minimum qualifications according to pp. 49-60 of the Academic Senate packet. The motion carried/passed with all in favor.

NEW BUSINESS

Basic Skills Initiative Presentation – Dr. S. Gates and Ms T. Meyer - Basic Skills Initiative Coordinators.

An Action Plan needs to go to the State once a year. This outlines all the things a college intends to do that year. The coordinators recently sent out a call for proposals, and have received 14 proposals to date, mainly from the Humanities and Math Divisions. The Action Plan would account for most of the funding, but the coordinators have some flexibility with funds. The Basic Skills Initiatives uses the “Poppy Copy” which details and has guidelines on how the monies should be spent. Dr. Gates said it is frustrating to use.

It appears that the aforementioned proposals would use approx. \$619 thousand, and we have approx \$900 thousand. But now the coordinators may see these funds being kept for other purposes. On the one hand they are being encouraged to spend the money, and on the other hand they are being told to save – but for purposes other than Basic Skills. Mr. Widman asked whether these proposals had been put into Plan Builder. Ms. Meyer said that the Action Plan was in Plan Builder. Mr. Widman noted that everything had to be put in the software.

Dr. Arce said that the Basic Skills was a Categorical grant, and that a five- year plan had been developed for the program. Dr. Arce said that while there was some carry-over money, he doubted that there was \$900 thousand. He also noted that a weakness of the five-year plan was that there was no evaluation. Mr. Wells asked whether the Basic Skills Initiative was going through Program Review.

Dr. Gates replied that the Initiative had gone through all the relevant paperwork, and that she could show via the paperwork that the initiative DID have \$900 thousand. Mr. Widman was concerned about linking planning and budgeting. He noted that there were always plans and monies that were not documented or integrated into a plan, or evaluated.

The Poppy Copy guidelines as to what the money can be used for are muddy. Ms. Meyer said that the Initiative is working with Institutional Research to see how effective the program is, and asked if this would not count as evaluation.

The Compton Educational Center gets its own Basic Skills Initiative money. During the first year, funding was used to develop “best practices” - the Poppy Copy came out of that. The colleges were then asked to fund “risky” and “creative” projects and ideas. Please forward ideas and comments to Dr. Gates, Ms. Trudie Mayer, and PM.

PUBLIC COMMENT

Spring Meetings of the Academic Senate

[pg ii of packet] lists all the meetings for the Spring Semester.

As February 17th is the first day back, it was decided to strike that meeting date. Meeting will be held in the Alondra Room through March, but the Senate will have to find new quarters from April. PM is negotiating with Library Director Grigsby. Please send other meeting place suggestions to PM. The place must be able to accommodate 50 people.

Classes during Campus Hour

PM discussed a letter from Mr. Holliday objecting to “College Hour Creep”, whereby classes were being scheduled during the college hour (Tuesdays and Thursdays) that had been intended for club/meeting attendance and communication. Mr. Widman noted that this issue had been discussed before and come up every now and then. Dr. Arce noted that the Deans do try not to schedule classes at this time, and that it is usually at the request of part-time faculty. PM noted that students are also impacted by this practice. Mr. Ahmadpour noted that clubs are also affected. Office hours are not regularly scheduled during this time. Dr. Perez noted that the Tuesday hour is traditionally more “respected” than the Thursday hour.

It was decided to ask for more information before PM signs off on this letter.

Bus Pass Program

Dr. Nishime reported that the Bus Pass program will be piloted at the Compton Education Center only at this time.

Holiday Party

Mr. Vakil said to look out for flyers advertising the college Holiday Party on the 12th December.

The meeting adjourned at 1:55pm

CS/ecc2008