

ACADEMIC SENATE ATTENDANCE & MINUTES
7 September 2010

Adjunct Faculty

vacant

Behavioral & Social Sciences

Firestone, Randy X
Gold, Christina X
Moen, Michelle X
Widman, Lance X
Wynne, Michael X

Business

Siddiqui, Junaid X
Lau, Philip S X
Hull, Kurt X

Counseling

Jackson, Brenda
Jeffries, Chris X
Pajo, Christina X

Fine Arts

Ahmadpour, Ali X
Bloomberg, Randall X
Crossman, Mark
Schultz, Patrick X
Wells, Chris X

Health Sciences & Athletics

Hazell, Tom X
McGinley, Pat X
Rosales, Kathleen
Colunga, Mina
Hicks, Tom

Humanities

Isaacs, Brent X
Marcoux, Pete X
McLaughlin, Kate X
Peppard, Bruce
Simon, Jenny X

Industry & Technology

Gebert, Pat X
Hofmann, Ed X
MacPherson, Lee X
Winfree, Merriel X
Marston, Doug

Learning Resources Unit

Striepe, Claudia X
Ichinaga, Moon X

Mathematical Sciences

Bateman, Michael X
Boerger, John X
Fry, Greg X
Taylor, Susan X
Yun, Paul X

Natural Sciences

Doucette, Pete X
Herzig, Chuck X
Jimenez, Miguel X
Palos Teresa X

vacant

Academic Affairs & SCA

Chapman, Quajuana
Arce, Francisco X
Nishime, Jeanie
Lee, Claudia X

ECC CEC Members

Evans, Jerome
Norton, Tom X
Panski, Saul X
Pratt, Estina X
Halligan, Chris

Assoc. Students Org.

Casper, Joshua
Safazada, Ana
Stokes, Philip
Begonia Guereca

Ex- Officio Positions

Shadish, Elizabeth X
Kjeseth, Lars X

Guests, Dean's Rep, Visitors:

Jacqui Thompson, Dave Vakil, Carolyn Pineda, Irene Graff

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 2010 semester was called to order at 12:34pm. Academic Senate President Gold welcomed all to the Fall Academic Senate session.

Approval of last Minutes:

The minutes [pp.5 -11 of packet] from the June 1st Academic Senate meeting were reviewed. Ms Palos wanted the statement "Ms. Palos suggested a 20% residency and CJ noted that 12 units was from Title V" amended to "Ms. Palos felt that a mere 20% residency did not seem right for a degree from a college or institution".

The minutes were approved as amended following a motion from Mr. Marcoux, seconded by Mr. Widman.

REPORTS OF OFFICERS

President's report – Christina Gold (henceforth CG)

CG noted that Ms. Graff and Ms. Pineda would be talking about the Winter Intersession and Campus Climate surveys after her report as they had other commitments.

CG reported that she had taken over from Mr. Vakil as Academic Senate president and year earlier than expected as Mr. Vakil had accepted a position at the Compton Education Center. CG congratulated Mr. Vakil.

CG said she teaches History at ECC and one of her aims is to archive the physical documents belonging to the Academic Senate and to create a space on the portal to archive electronic documents.

CG said that she had included the Academic Senate Constitution in the packet [see pp.30 35] and the Constitution is also on the ECC web site at

<http://www.elcamino.edu/academics/academicsenate/docs/ECCAS/2004FINALProposedConstitutionAcadSen.pdf> CG had noted that there are a few amendments to the constitution that still need to be approved by the faculty at large.

CG spoke of the need to elect two adjunct faculty to the Senate and will get that process started soon.

CG asked all members of the Academic Senate to briefly introduce themselves, stating their name, Division, and length of Senate service.

The President gave the floor to Ms. Graff and Ms. Pineda for an Information Item on two survey reports. Ms. Graff thanked everyone for their survey contributions. The survey results will help inform decisions made on both the ECC and CEC campuses.

Winter Intersession Survey – Irene Graff (IG)

IG gave a powerpoint presentation on the survey findings. Some highlights included: The survey polled both faculty/staff and students at both the ECC and Compton campuses.

In answer to the question- Should we change the Winter Session? – faculty at the Torrance campus voted 47% to keep the session and 46% to eliminate the session; faculty at the Compton campus voted 66% to keep and 33% to eliminate. In answer to the same question the student responses were combined and students voted 56% to keep the session and 41% to eliminate.

As far as enrollment is concerned 79% of ECC students enrolled for the session, and 80% of Compton students enrolled, and the main reason for enrollment was to make faster progress in their academic careers.

The full presentation of results can be found on the Institution Research web page at http://www.elcamino.edu/administration/ir/docs/surveys/WinterIntersessionSurvey_2010.pdf and the survey can be accessed from the Institutional Research page at <http://www.elcamino.edu/administration/ir/surveys.asp>

Mr. Marcoux asked whether there is any information on success and retention rates for Summer and Winter sessions. IG said yes, and that Winter sessions typically had a high success rate.

Employee Campus Climate Survey – Irene Graff (IG) and Carolyn Pineda (CP)

IG noted a 39% response rate at both campuses, which she rated as good. The full presentation of results can be found at

http://www.elcamino.edu/administration/ir/docs/survey/Employee_CampusClimateSurvey_2010_2.pdf

The results for the ECC and Compton surveys can be access from the Institutional Research page at

<http://www.elcamino.edu/administration/ir/surveys.asp>

The survey looked at five sections of interest: the College Mission, the Campus Climate, Communication, Student Services, and Relations between the campuses.

Some highlights included:

Morale has dropped on both campuses since the 2006 survey.

Relations between the two campuses are good overall, though there is a feeling at the Compton campus that they are not “treated like equals”

Torrance employees felt that the best aspects of their campus are the quality of faculty and staff, the students and faculty commitment to students, the beautiful campus, and the work environment and collegiality.

Compton employees felt that the best aspects of their campus are the community feel and collegiality, the quality staff and faculty, the commitment to students and the students themselves.

Suggestions for change at both campuses were also highlighted.

CP talked about the general comments employees made at the end of the surveys. Some common themes that came up on the Torrance campus were staff/faculty recognition, morale, professional development and training opportunities. At the Compton campus the common themes were morale, the campus infrastructure, and the partnership.

More focus groups were held on the past Flex day, and more groups will be convened. The results from these group findings will also be made available.

Recognition of Faculty – Christina Gold (CG)

CG handed out certificates recognizing the hard work and milestones in the careers of faculty recently made professors or instructors.

- ▶ Ashod Minasian, Instructor Peggy Kidwell-Udin, Instructor
- ▶ Albert Britton, Professor Deborah Conover, Professor
- ▶ Susan Corbin, Professor Dana Crotwell, Professor
- ▶ Eyal Goldmann, Professor Charles Herzig, Professor
- ▶ Deborah Herzig, Professor Harold Hofmann, Professor
- ▶ Lyman Hong, Professor Cynthia Mosqueda, Professor
- ▶ Teresa Palos, Professor Bruce Peppard, Professor
- ▶ John Ruggirello, Professor Jenny Simon, Professor
- ▶ Jacquelyn Thompson, Professor Lijun Wang, Professor

CG also recognized the service and accomplishments of past Academic Senate President 2009 – 2010, Dave Vakil.

CG briefly introduced the members of the Senate Executive Committee
Saul Panski, VP Compton Educational Center, Chris Jeffries, VP Educational Policies,
Lars Kjeseth, Curriculum Chair, Briita Halonen, Co-VP Faculty Development,

Lance Widman, VP Finance and Special Projects, Chris Wells, VP Legislative Action, and Claudia Striepe, Secretary

VP Compton Center - Saul Panski (SP)

SP noted that Ms. Graff will be making the same Surveys presentation at the Compton campus on the 23rd September. He also said that Compton is very glad to have Mr. Vakil join the campus.

VP Educational policies – Chris Jeffries (CJ)

CJ made a plea for more faculty, especially new senate members, to join the Ed Policies Committee. CJ noted that the Ed. Policies committee aims to help students, and requested that a sign-up sheet be passed around at the senate meeting. The Committee meets on the second and fourth Tuesdays in Room 106 from 1:00 to 2:00pm.

VP Faculty Development – Briita Halonen (Co-VP)

CG announced that Ms. Halonen would be a co- VP of this Committee. The committee would continue to work on the Faculty Handbook, and the Adjunct Faculty Award, amongst other projects.

VP Finance and Special Projects – Lance Widman (LW)

LW reported that the PBC completes its review of the Tentative Budget and makes its recommendation to the President for Board consideration in June. The PBC then meets throughout the summer, with meetings scheduled every Thursday in August, to review the Final Budget and makes its recommendation to the President for Board consideration in September - the Board meets tonight. The minutes included in the packet illustrate the PBC's typical activities over the past two months:

pp. 17-18, 7/1 Minutes: Area planning priorities for Academic Affairs and Human Resources. The planning priorities for the other Area plans were also reviewed by PBC, with particular emphasis given to the processes through which these priorities were established, as well as the recommended priorities themselves. The process starts at the program (department) level, Division review, and finally the Area priorities are determined. Program review plays an absolutely key role in this process. These are then reviewed by the PBC for inclusion in the Final Budget.

pp. 19-21, 8/19 Minutes: This is one of the most important meetings of the year, where Pres. Fallo meets with the PBC to review in a very informal session the assumptions for the Final Budget. There is a great deal of discussion among campus constituent groups, VPs and the President. Please read these Minutes carefully because this becomes the basis for the game plan (Final Budget) for 2010-11.

LW reported that ECC had \$22.7 million in reserves which would likely drop to \$16.5 by the end of this fiscal year, and noted that ECC was in good financial standing.

Senators wanting a copy of the budget can contact Janice Ely or Arvid Spor. LW also asked senators to join the PBC if they want to have a say in where the money goes – and to see him re: joining the committee.

VP Legal – Chris Wells (CW)

CW reported on a number of Senate Bills, which, if signed, could have ramifications for community colleges; namely SB 1440, SB 1143, SB 1425 which includes language to prevent salary spiking to preserve equitable pension payouts, and a mandatory 180 day break for retirees before returning to the workforce, and SB1460. More information on these Bills will be forthcoming.

CW announced the CSUs have extended their open admission date to September 27th, all contingent upon the budget.

Curriculum Committee – Lars Kjeseth (LK)

LK had no report, but announced that he would be giving an overview of the CurricUNET system in New Business.

NEW BUSINESS

CurricUNET Overview – Lars Kjeseth (LK) – Information Item

LK introduced himself as Chair of the Curriculum Committee, a standing Committee of the Academic Senate, noting that one has to be nominated by one's Division to join the Curriculum Committee.

LK reported that ECC is up-to-date re: course review, and that ECC is officially ready to go live with the curriculum portion of CurricUNET. This will be an education for all involved this Fall. LK distributed a handout to give an idea of what is expected over the next few months.

Beginning this semester the committee will work within CurricUNET to create, review and approve all new course proposals. The primary contact for CurricUNET matters is LK, Ms. Chapman (as Curriculum Advisor, Dr. Simon, Ms. Less and Mr. Vakil.

Mr. Panski asked if this was all online? LK said yes, and all course outlines had been loaded onto the system as well. And one need just go through the CurricUNET website accessed via the ECC Portal. Dr. Simon said that the SLO statements are there too.

Mr. Ahmadapour wanted clarification on the process for joining the Curriculum committee. LK said he should refer to the Curriculum bylaws which state that the representatives should be solicited and elected in the Divisions. If no-one steps forward, the Division Dean may nominate someone, but the election process must still be carried out. CG referenced pg. 39 of the Academic Senate Constitution.

Ms. Taylor asked about the older CurricuWARE system. LK said the committee would leave that link up for a while yet, and that the course outlines could be found there, but they lacked the SLOs, and for Program Review faculty are advised to use the CurricUNET system instead. Ms. Taylor asked if CurricuWARE would eventually be taken down, and LK replied in the affirmative.

LK urged the senators to read the section on Program Review [see pp. 22-29 of packet] containing highlights from the final draft of the ECC Follow-up Report to the ACCJC due Oct 2010, which emphasizes the importance of Program Review.

Program Review Highlight – Communication Studies – Chris Wells (CW) – Information Item

CW distributed a handout on the Communication Studies Program. CW detailed the history of the program, the role and assistance of such entities as Institutional Research and the National Communication Association, and shared some interesting facts about the program.

CJ advised telling students to get their communications course out of the way early, as this could be an advantage when applying for CSU admission. Ms. McGinley asked if there was now a permanent Dean in the Fine Arts Division and CW said yes.

UNFINISHED BUSINESS

None

AGENDA ITEMS FOR FUTURE MEETINGS

CG asked that items be sent to her in advance via email.

PUBLIC COMMENT.

None.

The Academic Senate meeting was adjourned at 2:00pm with the information that the next meeting would be on September 21st in the Distance Education Room and that CG was still negotiating with Mr. Story re: a link to Compton.

Cs/ecc2010