

ECC Academic Senate

June 5, 2018



Important note:

- This file contains the presentation used at the Senate meeting. The president's informal notes have been added in **red**.
- These notes have not been reviewed nor have they been approved by the Academic Senate; they were created to provide a prompt (but informal) report about the meeting.
- For a comprehensive, official accounting of Senate meetings, please refer to Senate meeting minutes: <http://www.elcamino.edu/academics/academicsenate/>.
- Thank you!

ECC Academic Senate Welcome!

June 5, 2018

**Please sign in &
pick up a name card**



Agenda

- A. Call to Order
- B. Approval of Minutes – **Senate packet, pages 6-15.**
Minutes were approved as presented in the packet.
- A. Officer Reports
- B. Special Committee Reports
- C. Unfinished Business
- D. New Business
- E. Information Items/Discussion
- F. Future Agenda Items
- G. Public Comment
- H. Adjourn

Welcome Division Personnel

- Robin Dreizler
- Dean of Enrollment Services
- Dean Dreizler has a long history at ECC, dating back to when he was in utero (keep reading...). He's worked at the college since 1996 when he was about to have his 3rd child (who is now 21). He started off as an hourly employee in Outreach, then had the opportunity to serve as the Coordinator. He later transitioned to the role of Director of Outreach.
- In his current role as Dean of Enrollment Services, he oversees Outreach, Financial Aid, International Students, Admissions, and Assessment – all of our programs that onboard students.
- The Dean of Enrollment Services position was created in the recent reorganization of Student Services. In addition, we now have a new Registrar who handles the Admissions issues. Please feel free to contact our Registrar, Lillian Justice, directly with Admissions-related questions.

Welcome Division Personnel

- Robin Dreizler
- Dean of Enrollment Services
- Before working at ECC, Dean Dreizler attended ECC in the 70s. So, he's been at the college for six decades. It has actually been **seven** decades if you count when Robin's mom, pregnant with Robin, attended classes at ECC!
- Student Services now also includes a Dean of Student Support Services, Idania Reyes' position. Information on our website still directs some questions to Robin that should actually be going to Idania. Thank you for your patience as we continue to update our information.
- It would be helpful to plan a future Senate report on the VP for Student Services organizational chart so the senators can better understand the changes and how the different offices are serving our campus.

C. Officer
Reports:
President,
Kristie
Daniel-
DiGregorio

- **Senate packet, pages 16-22**
- **Please remind your adjunct colleagues to vote!**
- Nominees for Adjunct Senator for 2018-2019 are:
- Joshua Casper, Political Science
- Sarah Gray, Humanities
- Elice Hennessee, Humanities
- Tom Klein, Political Science
- Karl Striepe, Political Science
- Christian Teeter, Business
- **UPDATE: Congratulations to J. Casper and K. Striepe on their election as the 2018-19 Adjunct Senators!**

Adjunct Faculty ONLY

**Balloting closes
Monday, June 11th @ 4 pm**



C. Officer
Reports:
President,
Kristie
Daniel-
DiGregorio

- **Senate packet, pages 16-22**
- **See Senate President's Report (in packet) for updates on the many things happening on our campus.**
- **2018-2019 ECC ACADEMIC SENATE MEETINGS:**
- **1st and 3rd Tuesdays, 12:30-2 p.m., Distance Education Conference Center (DE 166).**
- **FALL 2018:** September 4 & 18, October 2 & 16, November 6 & 20, December 4 & 11 (tentative).
- **SPRING 2019:** February 19, March 5 & 19, April 2 & 16, May 7 & 21, June 4 (tentative).



C. Officer
Reports:
President,
Kristie
Daniel-
DiGregorio

- Senate packet, pages 16-22

Congratulations to our colleagues in Humanities:
Debra Breckheimer, ~~Interim~~ Dean, and **Scott
Kushigemachi**, Associate Dean.



Pacific Dining Food Services Management: New ECC Vendor

*Thank you to our faculty representatives to the food
service committee: Randall Firestone, Analu
Josephides*

- Goal: to have great food options
- Flexibility: Pacific has right of first consideration
but not exclusive contract for catering.
- Options: They are open to managing food trucks.

C. Officer
Reports:
President,
Kristie
Daniel-
DiGregorio

- **Senate packet, pages 16-22**
- Textbook publishers: Offering unique models (subscriptions, rentals only, materials fees models). Review carefully before choosing.
- ECC Connect: Looking for faculty to mentor colleagues. Contact Dipte Patel or Linda Clowers if interested.

C. Officer
Reports:
President,
Kristie
Daniel-
DiGregorio

- **ASO Director of Academic Affairs, Bryant Odega:**
Some ECC momentos were given to Bryant to
recognition his collaboration and service on the
Academic Senate! Congrats on your acceptance to
UCLA, Bryant!



C. Officer Reports

- VP, Compton College: Chris Halligan for Paul Flor.
- Compton is on track with the transition timeline: submitting the sub-change proposal ahead of schedule and making progress on AB705 and Guided Pathways efforts. Models are being developed for the co-requisites for English and math. Congrats to Rocio Diaz – and Chris Halligan – on being elected to the FACCC leadership! Jesse Mills is the new VP for Compton, accepting the baton from Chris Halligan. Jesse noted he was absent from the meeting at which he was elected. So, let that be a lesson to all of us to not miss a meeting! Congrats also to Amber Gillis on her election as President, Compton College Academic Senate. (A bit later in the meeting, the ECC Senate thanks Chris and Paul Flor for their service!)

C. Officer Reports

- Chair, Curriculum Committee: Janet Young
 - College Curriculum Committee minutes & other useful information:
 - <http://www.elcamino.edu/academics/ccc/>.
- See next slide for the impressive progress made by the Curriculum Committee this semester! Thanks to everyone for their hard work and to Dr. Janet Young for her leadership!
- Janet recognized the legacy from Lars Kjeseth's tenure as Curriculum Chair, when he streamlined processes by establishing standard and full reviews.
- Yuko Kawasaki thanked Janet on behalf of the Nursing department. Janet's commitment to hearing all perspectives, to simplifying processes, and to providing support was instrumental in a successful review of all Nursing curriculum!

College Curriculum Committee

☒ Approved 256 proposals this semester which includes:

- 6-year and CTE 2-year review
- New Courses
- New Degrees and Certificates
- Revisions to Degrees and Certificates
- Non-Credit ESL Courses (NESL)

☒ Conducted CCC trainings

☒ Secured Board approval for the new catalog and curriculum management system (DigArc)

(Thank you Dr. Shankweiler)

☒ Updated the CCC Website

☒ Refined our forms and processes

☐ Voting on the new nursing curriculum (4 revision, 13 new courses, and 2 degrees)

☐ Attending the Curriculum Institute in July

☐ Announcing the results of the CCC Chair elections (2019-2021 term) at today's CCC meeting

C. Officer Reports

- VP, Educational Policies: Darcie McClelland
- No report. Ed policies are discussed under “Unfinished Business.”
- **Senate packet, pages 23-26.**
- VP, Faculty Development: Stacey Allen
- In fall, the Faculty Book Club will focus on teaching men of color in community colleges.
- The new flex matrix continues to be refined.
- ECC is considering becoming a pilot school for Cornerstone, which would replace Flex Reporter. (See slide that follows for more information.) When the ECC team vetted possible flex reporting programs, Cornerstone emerged as a leader for the bells and whistles it offered. But it was expensive. Serving as a pilot college allows us to benefit from a more robust system, without the big price tag!
- Thank you to Stacey and her team on the Faculty Development Committee for their efforts to provide faculty with “fresh new approaches to flex,” through the revised matrix and by collaborating with Professional Development to choose new flex reporting software! Both are anticipated for fall semester.

Cornerstone Pilot Project



CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE



(8-10) COMMUNITY COLLEGES



(3) CCC ORGANIZATIONS

C. Officer Reports

- **Senate packet, pages 27-29.**
- VP, Finance and Special Projects: Josh Troesh
 - Planning & Budgeting Committee Minutes:
<http://www.elcamino.edu/administration/president/pbc/agendaminutes.aspx>
- This week, the PBC will review the budget and the budget review process will continue through the summer. Minutes are posted on the ECC website (see above) and can be a useful sleep aid if you're finding sleep illusive because of the plentiful daylight during the summer! Thank you to Josh for representing faculty interests during the summer as the Senate's representative to PBC!

C. Officer Reports

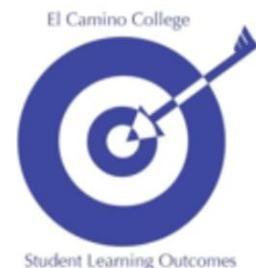
- **Senate packet, pages 30-31.**
- VP, Academic Technology: Pete Marcoux
- KDD will send senators a link with proposed changes to Administrative Procedures, related to computer usage. This will constitute our first reading; we'll have a second reading in the fall.
- The European Union has changed the way they allow companies to use cookies which is why you're getting so many privacy notices in your email these days.
- Etudes is going away; all summer courses are using Canvas. Students can see what you have in Canvas so unpublish it if your shells are still under construction.
- Grade book on Canvas may be required for submitting grades so learning how to use this tool could be an effective "baby step" in learning Canvas.

C. Officer Reports

- VP, Instructional Effectiveness, Russell Serr
- **SLO/PLO assessments** for spring 2018 should be completed **ASAP**. The final due date is **Friday September 14**. There will be one workshop in the fall. If anyone needs assistance, contact the facilitator in their division or myself.
- **2018 Program Reviews** are due **Friday September 7, 2018**. If anyone needs assistance, please contact rserr@elcamino.edu. I will be here during the summer.

C. Officer Reports

Fall 2018 SLO Training Schedule:



Entering Spring 2018 Assessments: working workshop.

Tuesday September 4, 1:00-2:00PM

All Spring 2018 reports should be entered into Nuventive (formerly TracDat) by
Friday, September 14!

All trainings will be in the Library West Basement (ECC Campus).

To register for a training log into: <http://elcamino.flexreporter.com>

Any questions, please contact
Russell Serr (rserr@elcamino.edu) or
Jenny Simon (jsimon@elcamino.edu)

C. Officer Reports

Thank
you



Pins and ***pens*** were distributed to thank our senators and our Senate collaborators for their service to ECC's Academic Senate during 2017-2018! Dr. Shankweiler provided ECC lapel ***pins*** and the ECC Senate provided ECC writing ***pens***. Thank you to all!

D. Special Committee Reports

- ECC VP, Academic Affairs: Jean Shankweiler
- The BRN required that all nursing curriculum be revamped. Thanks again to the nursing faculty, and especially to Dr. Janet Young, our hard-working Curriculum Chair!
- The search is underway for a Guided Pathways Coordinator. Fortunately, there were many applicants and the position may be restructured to split between a faculty member and a counselor. The GP Committee may also be restructured to have a small steering committee that works in collaboration with the coordinator(s).
- Thank you to Mary McMillan for finishing the OER grant application. We may be looking for faculty liaisons and ambassadors to help mentor and support their colleagues in adopting OER materials. Under the first OER grant, more than \$84,000 was saved by our students.

D. Special Committee Reports

- ECC VP, Academic Affairs: Jean Shankweiler
- Faculty hiring is almost finished. Some departments weren't able to fill their openings. Some offers were declined. Being part of the interviewing process is very rewarding – it makes Dr. Shankweiler want to take classes again!
- There are many award programs and other special events this time of the year, including those by FYE and Project Success.
- Even if it's not "your year," please consider participating in graduation. It means so much to our students to be able to celebrate with their instructors!

D. Special Committee Reports

- ECCVP, Student Services: Ross Miyashiro
- ECC will soon be included in Naviance so that when high school students search for colleges, ECC will be among the schools that are recommended. This will allow us to spread our wings in how we reach our students as most of the area high schools use Naviance.
- Schedule builder is now in place. 2,267 unique students have now used it since June 1st. This is without any major marketing of the new tool. Students put their schedules into the system and it populates every combination of classes that would allow them to make progress toward their goals.
- Student Services is going to be engaged in a year-long customer service program. Among the tools being used are The Four Agreements, and Be Our Guest (Disney training).
- 400 acceptance letters are being sent out for South Bay Promise. On average 52% of ECC students apply for financial aid. SB Promise students were required to apply and 68% were granted financial aid. This suggests that students are selecting out of financial aid even though they may be eligible.
- Distance Education Advisory Committee: Report forthcoming under "Unfinished Business."

D. Special Committee Reports

- Distance Education Advisory Committee: Distance Education Liaison, Renee Galbavy
- ECC is now participating in the OEI Consortium. Crystal Martin, Director of Library & Learning Resources, is the contact person for those who want more information or have questions.
- If you are still on Etudes, it will be difficult to gain access now that we have switched to Canvas.

E. Unfinished Business

- **Senate packet, page 38**
- **Training and Certification for Canvas: 2nd Reading**
- Distance Education Liaison, Renee Galbavy
- Canvas training is optional for face-to-face classes. The following slide outlines the new training protocol for online classes. The proposed approach is streamlined, compared to the current system in place.
- Faculty with questions can always make an appointment with the Distance Education Coordinator, Asma Said, or with Gema Perez, Instructional Media Coordinator, for one-on-one assistance.
- The proposed training and certification for Canvas was unanimously approved by the Senate!

TRAINING AND CERTIFICATION MODEL FOR CANVAS AT EL CAMINO COLLEGE

Training	Description	Upcoming trainings
Canvas Trainings (These optional training courses are designed to support f2f classes and do not count towards online teaching certification)	1. Canvas Basics (meets in-person): This optional training will cover the basics needed for navigating the Canvas Learning Management System (LMS) to support on-campus (f2f) classes. The training includes the Canvas interface, dashboard, navigation bars, setting up an avatar, syllabi, creating assignments, uploading files, and utilizing student view. (2-4 hours training; 2-4 Flex hours) 2. Introduction to Canvas (entirely online): This optional training course expands on the Canvas Basics content, and is designed to provide a more comprehensive Introduction to the Canvas LMS. (1-3 weeks self-paced training; 9 Flex hours)	1. ECC (link and dates) 2. @One (link and dates)

TRAINING AND CERTIFICATION MODEL FOR CANVAS AND ONLINE INSTRUCTION AT EL CAMINO COLLEGE

Training	Description	Upcoming trainings
Online Training Course (Required Certification course for teaching hybrid and fully online courses)	This entirely online course is built upon the standards of the California Community College Distance Education policies and procedures, and is a requirement for teaching online at ECC (unless qualified for the Online Training Waiver). In alignment with the Online Education Initiative Course Design Rubric, this course will instruct faculty on using the Canvas learning management system to design an effective online class for maximizing student success and retention. It will focus on teaching strategies and practices that will meet federal and state regulations as well as accreditation requirements. (8 week training; 15 Flex hours)	1. ECC (link and dates) 2. @One (link and dates)

ONLINE TRAINING WAIVER (APPLICATION AND QUALIFICATIONS)

Online Training Waiver	Waiver application for those instructors who have designed and taught online courses at other institutions and want to teach online at ECC. (Waiver qualification criteria included here or link to qualification criteria)	Link to the Online Training Waiver
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E. Unfinished Business

- Senate packet, pages 39-41
- AP 7160 Professional Development: 2nd Reading
- VP, Educational Policies, Darcie McClelland
- No changes were made since the 1st reading. Many of the proposed changes reflect rearrangement rather than revision of the content of the AP. A key addition is establishment of an umbrella committee which will give constituent groups an opportunity to collaborate and share resources.

F. New Business

- Resolutions of Commendation for Compton Colleagues
- Kristie Daniel-DiGregorio & Janet Young
- The Compton College leaders, Paul Flor and Chris Halligan, were recognized with gifts of appreciation and the following resolution, which was passed unanimously by the ECC Academic Senate:

F. New Business



Academic Senate of El Camino College

***Resolution of Appreciation for
Professor Paul Flor and Professor Chris Halligan
For their Dedication on Behalf of Compton College***

- **Whereas**, Professors Paul Flor and Chris Halligan have been called upon to serve simultaneously in leadership roles on the Compton and the El Camino Academic Senates; and
- **Whereas**, Professors Flor and Halligan have led their college during a time of significant change and have been instrumental in facilitating that change; and
- **Whereas**, Professors Flor and Halligan have worked tirelessly in their successful efforts to reestablish accreditation for Compton College and to build the infrastructure to ensure the college's future success; and

F. New Business

- **Whereas**, Professors Flor and Halligan have been engaged in an endeavor for which there is no guide book, yet have managed to create a model recognized throughout the state for its effectiveness; and
- **Whereas**, Professors Flor and Halligan have created an enduring legacy for the Compton community by successfully buying a vowel (and changing a few letters) to transform Compton **Center** into Compton **College**; be it therefore
- **Resolved**, Professors Paul Flor and Chris Halligan are thanked and appreciated for their service to the El Camino College Academic Senate as well as their hard work, their collegiality, and their unfailing commitment to student success.
- *Passed June 5, 2018, El Camino College Academic Senate*

G. Info Items: Discussion

- Senate packet, pages 42-44
- IEPI Institutional Innovation and Effectiveness Plan Update
- Robin Dreizler, Dean of Enrollment Services
- The most recent version of the IEPI IIEP was shared with Senate in the meeting packet. No substantive changes have been made since the Senate reviewed the IIEP at the previous meeting. Formatting and layout changes were made to enhance the clarity of the document.

Institutional Effectiveness Partnership Initiative (IEPI) Partnership Resource Team

- College requested IEPI resources to address Area of Focus: **Strategic Enrollment Management**
- Robin Dreizler, Project Director
 - Student Outreach and Recruitment
 - Marketing
 - On-Boarding Processes
 - Retention of Students
 - Use of Technology
- 3 Campus Visits by Partnership Resource Teams (PRTs).
- Invitees include: Academic Senate, Federation, Student Government, relevant campus committees, etc.
- Outcomes to include: Innovation and Effectiveness Plan, outlining how to spend \$200k. For more information about process and resources:
 - <http://iepi.cccco.edu/faq>
- Senators who've served on IEPI teams: Chris Wells, Chris Gold, Lars Kjeseth.

G. Info Items: Discussion

- Senate packet, 45-48 (see also handout at your table)
- AB 798 Online Education Resources (OER) Initiatives at ECC
- Mary McMillan, Library Learning Resources
- Please see slides that follow.

AB798 – Textbook Affordability Grant

- **Open Educational Resources Adoption Incentive** Program supported by CA legislature & Chancellor
 - Goal to produce cost savings for students by encouraging the use of zero-cost course materials
 - Round 1 Grant Period: Fall 2016 – Spring 2018
 - Funding awarded to 26 CCCs and 19 CSUs
 - Funding for OER-related professional development and campus coordination efforts with the result of increasing course adoption of OER and reducing materials cost by a minimum of 35%.
-

AB798 at El Camino: Round 1 Final Report

Campus Plan	Final Report
Course Sections to Adopt OER: 19	Reported Sections: 25 (<i>unduplicated*</i>)
Projected Cost Savings: \$82,368	Reported Savings: \$129,427 (+57%) (<i>Winter 2017 – Spring 2018</i>)



Round 1 Faculty “OER Ambassadors”	
Mark Fields	Administration of Justice 103
Lucy Alamillo	Art 101, 102A
Anthony Cuomo	Communications 100
Chris Wells	Communications 100, 140, 270

AB798 at El Camino: Round 2 Application

- ❖ Campus Plan/RFP Submission Due June 30th
- ❖ Award Announcements in September 2018
- ❖ Grant Period: Fall 2018 – Spring 2020
- ❖ Minimum new sections required for round 2 award is 19 (*double R1*)
- ❖ Required to reduce costs to students by a minimum of 35% using digital open-access course materials that have a stable link for access and a low-cost printing alternative.
- ❖ Round 2 grant funding professional development opportunities will be announced

Campus Plan	
New Course Sections to Adopt OER:	39*
Projected Cost Savings:	\$218,307* (Fall 2018 – Spring 2019)

- ❖ *Actual savings will increase as course sections are taught in 2019-20*
-

Round 2 OER Course Adopters

Faculty	Department
Lucy Alamillo	Art
Juliann Wolfgram	Art
Asma Said	Astronomy
Polly Parks	Biology, Microbiology
Janet Young	Child Development
Chantal Solomon	Communications
Chris Wells	Communications
Christina Nagao	English
Orion Teal	History
Evan Hess	Law
Claudia Striepe	Library / Humanities
<i>YOUR NAME HERE</i>	<i>YOUR DEPT HERE</i>

Want to Learn More About Adopting OER?

AB798 Campus Coordinator:

Mary McMillan, mmcmillan@elcamino.edu

ECC Open Educational Resources Guide:

<http://libguides.elcamino.edu/oer>

California Open Online Library for Education (Cool4Ed):

<http://www.cool4ed.org/>

OER Discussion and Questions:

Mary shared that it is likely that more faculty are using OER than are participating in the grant; one of the benefits of the grant is that it is helping the college identify faculty using OERs.

Senators asked if these efforts would lead to the elimination of the bookstore on our campus. This is a concern because some course materials (e.g., for I&T courses) can't be offered as OERs. Mary reported that the grant team is collaborating with the bookstore since one of the OER options is for students to purchase a low-cost printout of OERs. The bookstore will be asked to indicate when OERs are available for courses on their online search tool.

Ross Miyashiro noted that Schedule Builder has a separate tab for OER classes.

SB 1359 requires the college to note in the schedule of classes which courses have ZERO cost. Our college has decided to also note classes which are LOW cost (e.g., \$40-50 or less).

OER Discussion and Questions:

A list of websites does not constitute an OER.

Mary explained that math classes may also utilize OERs, though it may take 2-3 years to find a solution for the fact that students must purchase access to online homework tools.

Counseling senators confirmed that textbook costs can negatively impact student success and retention. R. Miyashiro shared recent data suggesting that nearly 60% of students reported textbooks were their number one cost.

Part of the goal of the grant is to create a statewide archive of links and resources.

Are these Senate notes part of your summer reading? If you haven't received a gift card this semester, be one of the first to email kdaniel@elcamino.edu to receive a gift card for an ICE CREAM treat. Happy Summer!

G. Info Items: Discussion

- **Statewide Updates**
- KDD provided an update on statewide initiatives, including several that the Senate has discussed this year.
- New Initiatives from Chancellor's Office:
 - Fully Online College
 - AB 705 (English & Math Placement)
 - Performance-Based Funding Formula
- Statewide Faculty Perspectives: Support the goal (speeding students' progress to transfer-level courses) but concerned about consultation regarding design and implementation.
- Statewide Senate (Spring Plenary): resolution concerning legal interpretation of AB 705
- Senates: KDD shared that a handful of senates have passed votes or resolutions of no confidence in Chancellor Eloy Oakley. Each has addressed a variety of different issues in a variety of formats (e.g., letters to the Board of Governors, brief motions noting general concerns, detailed resolutions addressing specific concerns).
- California Federation of Teachers has called for local chapters to pass resolutions of no confidence.

G. Info Items: Discussion

- **Statewide Updates**
- ECC Senate Eboard has discussed these issues, including at their most recent planning summit and have noted:
- Many of the issues are still fluid (e.g., the budget and funding formula).
- Awareness of the issues of concern is limited among faculty not involved in statewide leadership.
- For statewide initiatives, ASCCC serves as a guide. Not only is this good practice but it's also good strategy for an effort to have the necessary coordination and leverage to succeed. So far, there is no effort being organized by ASCCC.
- At this point, the eboard recommends taking a "wait and see" approach, which can be assessed again in fall.

G. Info Items: Discussion

- **Statewide Updates**
- Senators noted that the ASCCC is an “old boys network,” and often slow to effect change or to innovate.
- Others noted that the CFT encouraged a quick and forceful message and that FACCC was working to coordinate with the statewide Senate.
- The situation will be monitored over the summer and may be revisited in the fall.
- Other info items included:
- Bryant Odega, Director of Academic Affairs for ASO introduced his successor, Wiley Wilson. Mr. Wilson has been involved on campus, including serving as VP for the Black Student Union. Mr. Wilson noted that he is working to establish grants and scholarships for students transferring to Historically Black Colleges and Universities (HBCUs).

H. Future Agenda Items

- Senate Orientation
- Senate Goals, 2018-2019

I. Public Comment

J. Adjourn

- Thank you to all our hard-working senators for another great year! Enjoy your summer! 😊