# Academic Senate Meeting

10-3-2023

# Reminders

- Comments/questions not directly related to current agenda item will not be acknowledged until public comment. Additionally, comments/questions on agenda items should contribute to the discussion in a meaningful way. Public comments will be limited to one 3-minute comment per person per meeting.

- The Academic Senate fully respects the time of all our senators and other meeting participants. With this in mind, and because of the many items within senate purview that must be addressed each semester, we ask that discussions in senate meetings, even during the public comment period, be limited to topics within/related to the 10+1 purview of the Academic Senate. If your comment is completely unrelated to senate purview (e.g., topics such as salaries/wages, and benefits), you will be kindly asked to hold your comment and advised as to a more appropriate venue to have the conversation.
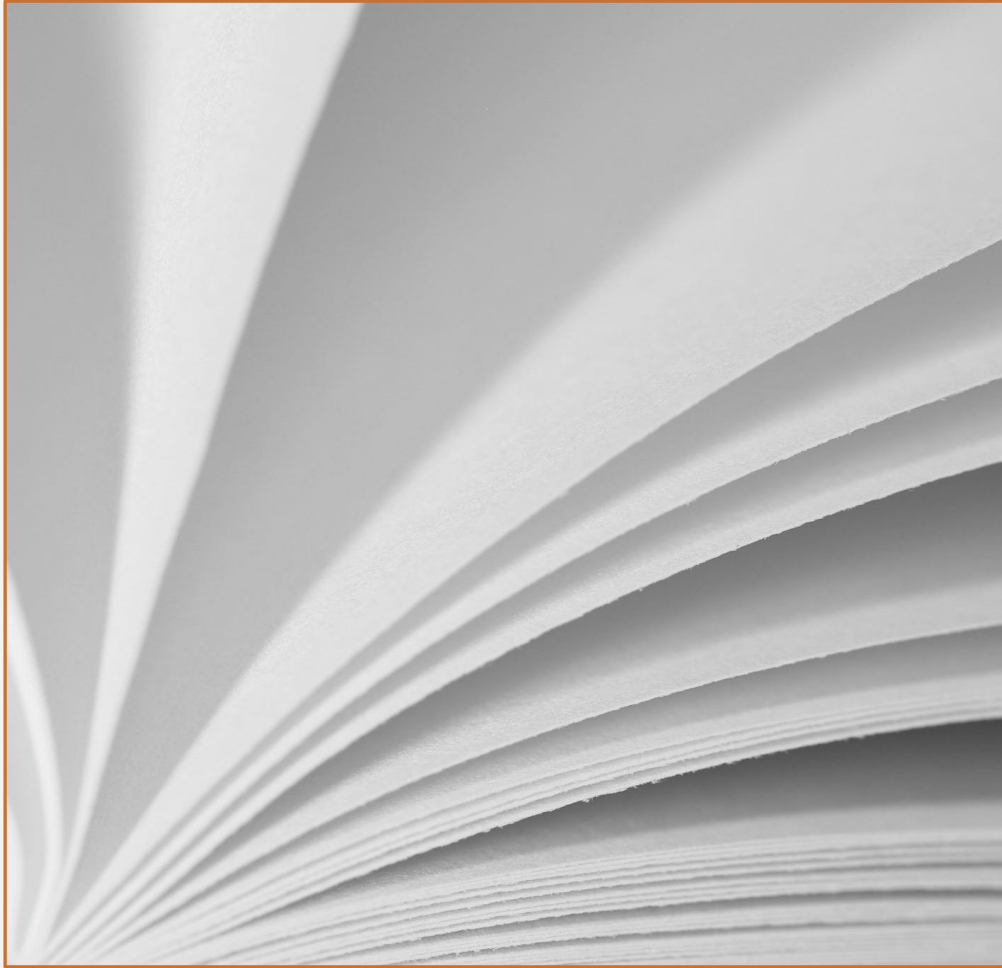
Approval of the Minutes from: 9-19-23

Packet pages: 9-12

# Welcome Dean's Representative!

Katie Sundara|Them/They/Theirs
ITEC Interim Dean

# Welcome The Union Student Journalist

Ma. Gisela Ordenes

Arts and Features Editor

The Union

# Unfinished Business

# EDI Name Change
## (packet pages: 20)

- 2nd reading

- The committee voted. DEIA is the preferred new name.

# Basic Needs Syllabus Statement
## (packet pages: 28)

- 2nd reading

Proposed Basic Needs Resources syllabus statement:
(Drafted by Basic Needs Center and reviewed by the Faculty Development Committee)

**Basic Needs Resources**
El Camino College is committed to helping all currently enrolled students meet their basic needs to support their academic success. Free food is available through the Warrior Pantry. and sStudents are also encouraged to see if they are eligible for state funded CalFresh Food Benefits. In addition, the Basic Needs Center provides transportation (Metro U-Pass), clothing (Warrior Wardrobe), housing support, referrals for physical/psychological/mental health services and more. Any currently enrolled student is welcome to visit their website to learn more or stop by the 2nd floor of the bookstore building.

# Ed Policies
## (packet pages: 29-32)

- 2nd reading

# Approval of changes to the Academic Senate Constitution
## (packet pages: 17E)

- 2nd reading

# New Business

# Senate Goals 2023-2024

(packet pages: 36)

- 1st reading

# Information Items

# Multi-Factor Authentication (MFA)

Stephanie Burnham

# What is MFA?

- Something you know + something you have / something you are

# Current Status of MFA

MFA onboarding started 9/12/23. **Activation date still TBD and will be announced soon.**

Pilot since December 2022. +150 pilot users: Cabinet, HR, Financial Aid, ITS, Procurement, Accounting, Risk Management, ASO, Academic Senate.

MFA is only needed if you are off campus; everyone logging in off campus will be required to use it.

Reccomended: Microsoft authenticator App

Optional: YubiKey--an external USB device you plug into your computer (request form forthcoming; submit to your supervisor, pending approval)

# Why MFA?

**Protect Students, Faculty, Staff, and College**

- Protects student information: MFA helps ensure that only authorized personnel can access and modify student records, grades, and other sensitive information.

- Protects against identity thefts and other scams. It's the first line of defense against ransomware attacks.

- Need to comply with AP 3723 – Information Security: "ITS shall maintain accountability measures and security mechanisms at all times to control remote access to the District's systems and networks during external remote access use."

- Requested by cyber insurance provider (Keenan).

- Requested by external auditor CliftonLarsonAllen (CLA)

- Aligns with FERPA's authentication requirements for protecting data.

- Our email service provider (Microsoft) has made MFA a requirement since 6/30/22 for Azure clients.

# FAQ

*Does the MFA phone app require too much access to my personal data, or can my employer monitor my personal activities?*

- The mobile application used for MFA (Microsoft Authenticator) doesn't collect any personal data or track/monitor online activities. The ECC ITS Department doesn't have access to the application or the device it is installed on.

*Will accessing work-related resources be more complicated or time-consuming?*

- MFA is only active OFF campus (when working remote). If you are on campus (wired/Wi-Fi), you won't need to use it. Employees have the option of using their personal phone for MFA validation or an external device.

*Will the app impact my phone's data plan?*

- If your device is connected to Wi-Fi, no mobile data will be used. If you use the code generated by the Microsoft Authenticator App, no data will be used.

*What if I have an older or less common device? Will it support the MFA apps or authentication methods?*

- The MFA application selected by the ITS Department (Microsoft Authenticator) is compatible with Android 8.0 and later, iOS 14 or later and Windows 10 Mobile 14393.0 or later. Other options are available for students and employees without a compatible phone.

# Other Considerations

Tech problems with students logging in for time sensitive appointments (e.g. synchronous classes, timed exams, etc.)

Help desk is aware and preparing!
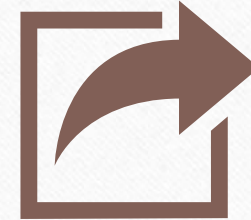
Communications to come: Form for YubiKey; Best Practices Information (i.e. best pathway to log-in) ; Exact activation date.

# For More Info

Video Instructions & FAQ available at:

- https://www.elcamino.edu/departments/its/mfa.aspx

The ITS Help Desk: helpdesk@elcamino.edu / 310-660-6571 / 1st floor ITEC.

# Thank You!

QUESTIONS?

OTHER CONSIDERATIONS?

# 2024-2025 Academic Calendar Draft

- Calendar committee discussed possibly not starting fall/spring semesters on a Saturday
  - Pro: Avoids confusion for students
  - Implications: Possibly adding a Saturday to the end of the fall/spring semesters
    - Adding December 14, 2024 as an instructional day
    - No change needed to spring 2025; we are starting on a Tuesday and end on a Monday due to holidays
  - Consideration: Commencement will be before last instructional day
- Future calendar discussions:
  - Taking whole week of thanksgiving off
  - Since offices are closed to students during PD day, should we move PD day to slower time in the semester like March/October instead of the beginning of the fall and spring semesters where there is a high need for student support (registration support, etc.)



EL CAMINO COMMUNITY COLLEGE DISTRICT
ACADEMIC CALENDAR
2024-2025 (DRAFT)

# Part-Time Faculty Senators

Officer
Announcements

# Curriculum Announcements

- Please see the packet for the full report.

# Educational Policies Announcements

- Please see the packet for the full report.

# Faculty Development

- I&I: AI Use in your Classroom
  - October 18, 1:30-3pm
  - DE 166 and Zoom
- College Book Club
  - Fridays 11am-12pm:
    - October 20
    - November 3
    - December 1
- Please remind FT faculty of our contractual PD day requirements:
  - Fall PD day: 6 hours
  - Spring PD day: 3 hours

- Please see the packet for the full report.

# EDI Committee Announcements

- Please attend the October 20th symposium,

- Please nominate "champions" you want to celebrate,

- Consider making a presentation!



THE ACADEMIC SENATE'S EQUITY, DIVERSITY, & INCLUSION COMMITTEE PRESENTS

## EL CAMINO COLLEGE'S 2023 DEIA Symposium

**Collective Action for Sustainable Equity:**
The 2023 DEIA Symposium aims to help our campus leaders, faculty, students, and staff pursue equity, diversity, inclusion, and accessibility together as a community. Come to be motivated by our keynote speaker, inspired at workshops and presentations, and supported and sustained by one another. Leave ready to build a community of practice!

Scan below to register, propose a workshop, celebrate DEIA-minded ECC community members, or begin forming a community of practice.

**REGISTER NOW** »

Featuring keynote speaker **Dr. Byron Breland** of NOCCD & A2Mend, The African American Male Education Network & Development

**OCTOBER 20TH, 2023**
**8:30-3:30**

# Finance Announcements

- Continue to be on "emergency funding" from the State
  - Emergency funding ends in 25/26 school year

- 3,500 FTES below hold harmless level
  - $17 million to $24 million shortfall

- Spending cuts will be necessary over the next 2 years

- Hiring freeze for open positions

- Please see the packet for the full report.

# Academic Technology Announcements

- Please see the packet for the full report.

# Instructional Effectiveness Announcements

- **SLO Results Completion rate** for Spring 2023 is 65% - BSS, BUS, HUM, & NSC have completion rates above 83%!
- **PLO Results Completion rate** for Spring 2023 is 25% (6/24). Deadline was Friday, 29 September.
- **Workshop this Thursday,** 5 Oct at 2:30pm on compiling data for PLO results, entering PLO & SLO results into Nuventive and setting up Outcomes in Canvas for easy data collection.
- **We are assessing the "Ensure Learning" ILO** this semester by gathering SLO and general success & completion data for high impact courses. We are also looking for success stories/examples across campus to highlight how we are ensuring learning.

- Please see the packet for the full report.

# Special Committees

# Academic Affairs

# Student Services

# Guided Pathways

- logos will be redesigned by students (contest!)
- pathways will be further connected to post-transfer, post-graduation career metrics
- partnership with Caring Campus
- three-part campus evolution events
- First evaluation of GP Pillar aligned ILO's



**STEM**
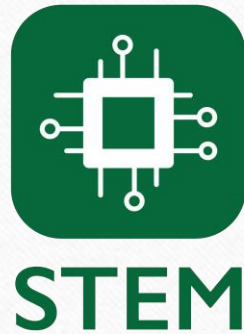
**Aerospace Engineering and Operations Technologists and Technicians**

Education Level
Associate's degree

$75k
Average Salary

+8.9%
Job Growth

**ENSURE LEARNING**

# Public Comments



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