

Academic Senate Meeting

September 3, 2019

Agenda

- A. Call to Order– Welcome to Dean of Mathematical Science Jackie Sims!!!
- B. Approval of Minutes– pgs. 6-14 of packet
- C. Officer Reports
- D. Special Committee Reports
- E. Unfinished Business
- F. New Business
- G. Information Items/Discussion
- H. Future Agenda Items
- I. Public Comment
- J. Adjournment

C. Officer Reports

- President– Darcie McClelland, packet pgs. 15-21
- Chair of Curriculum– Janet Young
- VP Ed Policies– Darcie McClelland
- VP Faculty Development– Stacey Allen
- VP Finance– Josh Troesh
- VP Academic Technology– Pete Marcoux
- VP Instructional Effectiveness– Kevin Degnan

D. Special Committee Reports

- ECC VP Academic Affairs– Jean Shankweiler
- ECC VP Student Services– Ross Miyashiro
- Distance Education Advisory Committee– Mary McMillan

E. Unfinished Business

- None

F. New Business

- Guided Pathways Update— Janice Pon-Ishikawa, Jenny Simon, and Maria Garcia

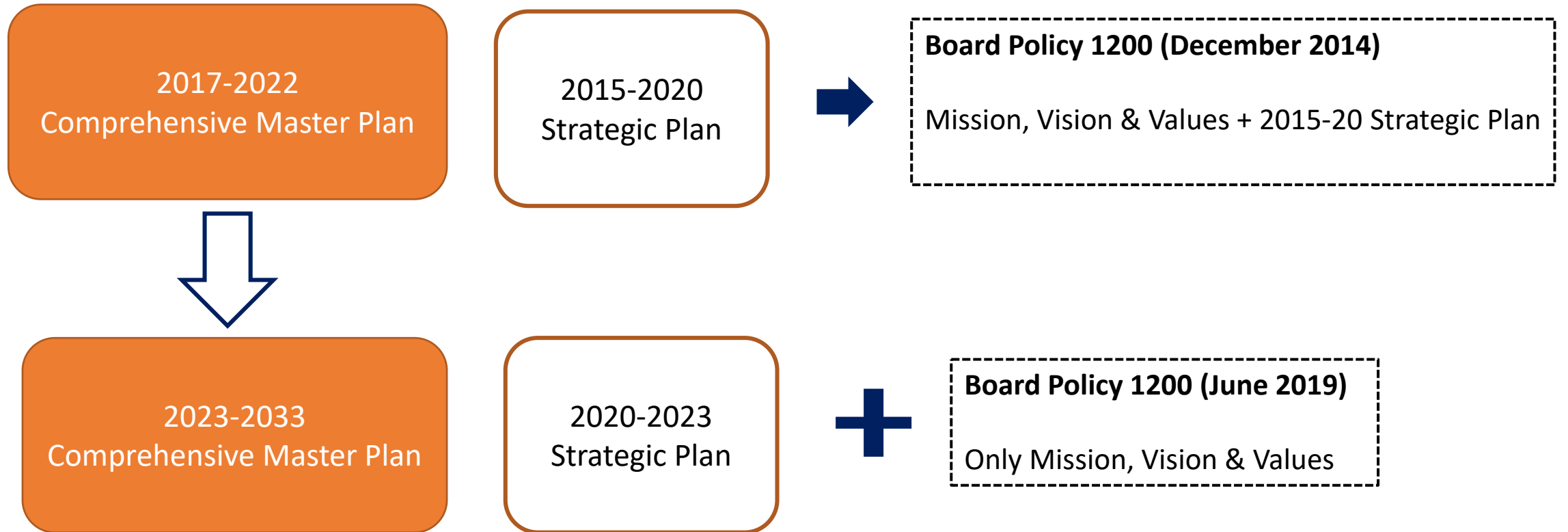
F. New Business

- 2020-2023 Strategic Plan– Viviana Unda
 - Packet pgs. 22-36

Collegial Consultation Process 2020-2023 Strategic Plan

institutional research & planning

ECC Strategic Planning



Concluded/Ongoing Processes

- Removed Strategic Plan from Board Policy 1200 to create a stand-alone document
- Moving to a 10-year cycle on the Comprehensive Master Plan
- Moving to 5-year cycles on the Strategic Plan to operationalize the Comprehensive Master Plan



Comments/Questions

Thank you!

F. New Business

- First Reading of AP 4227, Repeatable Courses
 - Proposed changes pg. 37
 - CCLC Template pg. 39

F. New Business

- Review of progress: 2018-2019 Senate Goals
 - Packet pgs. 41-44

F. New Business

- First Reading of Senate Goals 2019-2020
 - Packet pg. 45

Senate Goals 2019-2020

- A. Ensure full faculty involvement in decision-making related to academic and professional matters (BP 2510)
 - 1. Provide leadership for the college on issues related to Senate purview;
 - 2. Arrange faculty representation on local and statewide senates and on campus committees;
 - 3. Provide faculty leadership for the effective utilization of academic technology at the college;
 - 4. In collaboration with the ECC Federation of Teachers, facilitate implementation of flex credit matrix and policies;
 - 5. In collaboration with Academic Affairs and ECC Federation of Teachers, continue to facilitate the collegial consultation and implementation process for revised faculty evaluation surveys and forms;
 - 6. Maintain communication and effective collaboration with ECC Federation of Teachers.

Senate Goals 2019-2020

- B. Strengthen faculty involvement in the activities of the Academic Senate
 - 1. Enhance Senate orientation at the start of the academic year;
 - 2. Provide regular, ongoing communication with all faculty;
 - 3. Inspire greater participation of senators in activities of Senate, including Senate e-board, subcommittees and task forces;
 - 4. Encourage all senators to provide input at senate meetings and provide mechanisms for senators to give anonymous feedback on issues discussed at meetings;
 - 5. Continue initiatives to recognize faculty who achieve tenure.

Senate Goals 2019-2020

- C. Support the college's institutional effectiveness goal that more students from our diverse communities will attain educational success and achieve their academic goals.
 - 1. Foster awareness of and encourage faculty involvement in the local implementation of statewide initiatives for student success, equity, enrollment, retention and completion, including AB 705 and the Educational Master Plan;
 - 2. Support Enrollment Management initiatives through ongoing communication and faculty involvement, including sharing of resources to support student success.
 - 3. Support Accreditation process through regular communication and collaboration with steering committee and other campus leaders.
 - 4. Participate in and provide constructive feedback on the implementation of metamajors and other Guided Pathways initiatives. Support efforts to keep students on the path to success through utilization of tools such as ECC Connect.

G. Information Items/Discussion

- Collegial Consultation Committee Orientation: Academic Senate
 - Introduce yourself to someone around you
 - Name
 - Department
 - An interesting fact about yourself
- For our orientation, please reference the 2019-2020 Senate Handbook

ECC Academic Senate Handbook (table of contents)

SENATE ORGANIZATION

ECC Senate Constitution & By-laws

Curriculum Committee By-laws

SENATE SUBCOMMITTEES, FEDERATION, AND PROCESSES

Subcommittees: Educational Policies, Program Review, Faculty Development

COLLEGIAL CONSULTATION

Making Decisions at El Camino College 2015-2020

Academic Senate Orientation

Instructions:

- Working in groups of 2-4, answer as many questions as you can in the time allowed.
- Page numbers in your ECC Academic Senate Handbook have been provided.

Question 1:

Which of the following is not included in the 10+1 purview of the academic senate? (Handbook, page, 1)

- A) Grading policies*
- B) Processes for program review*
- C) Degree and certificate requirements*
- D) Faculty professional development activities*
- E) All are part of the 10+1*

Academic & Professional Matters

1. **Curriculum**, including establishing prerequisites.
2. **Degree and certificate** requirements.
3. **Grading** policies.
4. **Educational program** development.
5. Standards or policies regarding **student preparation and success**.
6. **College governance** structures, as related to faculty roles.
7. Faculty roles and involvement **in accreditation** processes.
8. Policies for **faculty professional development** activities.
9. Processes for **program review**.
10. Processes for **institutional planning and budget** development.
11. **Other** academic and professional matters as mutually agreed upon.

= 10 + 1 Purview of the Academic Senate

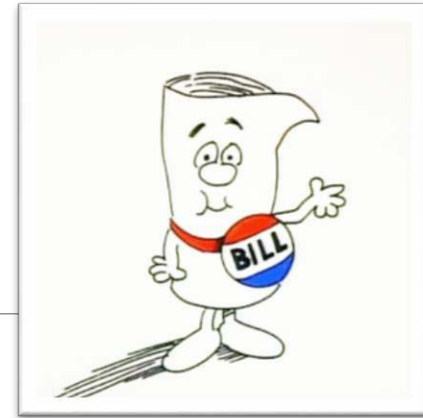
Question 2:

Where is the 10+1 purview of the academic senate directly spelled out? (Handbook, page 2)

- A) In ECC BP 2510*
- B) In the California Education Code*
- C) In Title 5*
- D) In a memo from the Chancellor's Office*

Academic Senate Authority

Handbook, pg. 2



State Law:

(AB 1725, 1988)
*Community College
Reform Act.*

Education Code:

Title 3 Postsecondary
Education

Title 5:

Rules to implement
Ed Code by Board of
Governors

The Academic Senate is “an organization whose primary function is to make recommendations with respect to **academic and professional matters.**” 53200 Title 5

Collegial Consultation

Handbook, pages 1-3

Governing boards must **consult collegially** with the Academic Senate on academic and professional matters through a process of “**rely primarily**” or “**mutual agreement**” with the Academic Senate. (Title 5)

“The Board will **normally accept the recommendation** of the Academic Senate on academic and professional matters... If the district Governing Board of Trustees disagrees with the recommendation of the Academic Senate, representatives of the two bodies shall have the obligation to meet and reach **mutual agreement**...” (ECC Board Policy 2510).

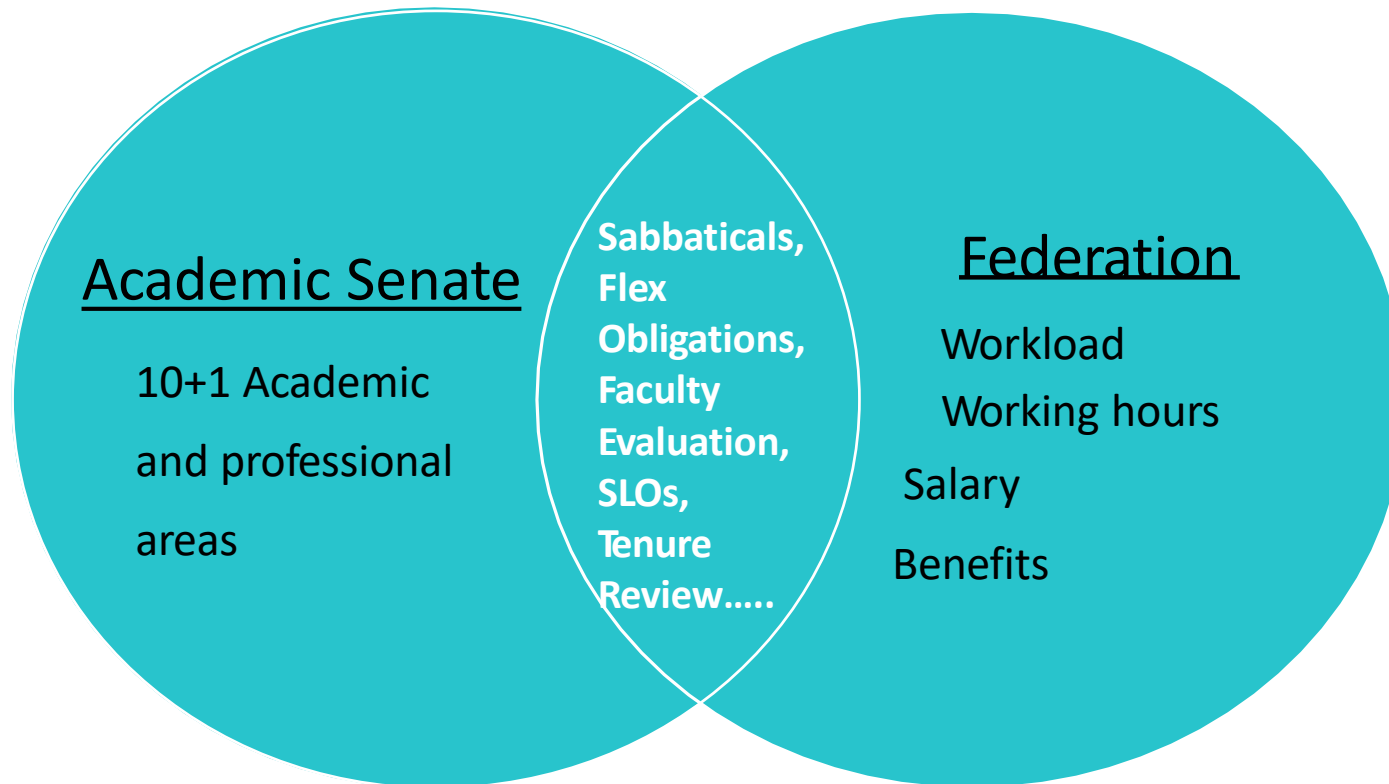
Question 3:

- *There are some areas where the purview of the Academic Senate and the faculty union (ECCFT) overlap and the two entities work in tandem. (Handbook, page 3)*

A) *True*

B) *False*

Separate and Overlapping Purviews of Academic Senate & Federation



EL CAMINO COLLEGE
COUNCIL OF THE ACADEMIC SENATE & FEDERATION OF TEACHERS

An agreement between the El Camino College
Federation of Teachers and Academic Senate
respecting the implementation of AB 1725
shared governance mandates

1. The Federation of Teachers is the exclusive bargaining agent for certificated faculty members.
2. The Academic Senate is chartered to provide the faculty with a formal and effective procedure for participating in the formation of District policies on academic and professional matters.
3. Title 5, California Code of Regulations, Section 53200, et seq., indicates a minimum of ten (10) specific areas of academic and professional matters in which the Academic Senate shall consult collegially with the Board of Trustees or their designee. The primary function of the Academic Senate is to participate in the development of policies regarding these specific areas and/or other areas that have been mutually agreed upon.
4. Many of the academic and professional matters identified in Title 5 are also within the jurisdiction of the current collective bargaining Agreement between the Federation and the District.
5. In those areas of academic and professional matters which appear to be both within the jurisdiction of the Academic Senate as per Title 5 and within the jurisdiction of the Federation as per the contract, both organizations agree to consult with one another prior to submitting any proposals.
6. Title 5 provides that nothing contained therein shall be construed to detract from any negotiated agreement between collective bargaining representatives and District Governing Board.
7. It is the stated intent of Title 5, Section 53204, that all parties will respect agreements between the Academic Senate and the Federation as to how they will consult, collaborate, share or delegate among themselves the responsibilities that are or may be delegated to the Academic Senate pursuant to Title 5.
8. The Academic Senate of El Camino College and The Federation of Teachers desire to enter this Agreement in order to avoid future misunderstandings and to clarify their respective roles relating to the implementation of AB 1725 Shared Governance mandates contained in Title 5.

The Federation of Teachers and the Academic Senate of El Camino College agree to the following:

- A. The Federation agrees that the President of the Academic Senate or designee shall serve as a member-at-large on the Federation's Contract Writing Committee. Whoever serves must be a member in good standing of the Federation. A copy of the final negotiating package adopted by the Federation's Executive Committee shall be provided to the President of the Academic Senate.
- B. The Presidents of the Academic Senate and the Federation shall consult collaboratively prior to making appointments to campus wide committees, whether those appointments are within the exclusive jurisdiction of either organization or shared by both.
- C. The Executive Committee of the Senate and Federation shall meet jointly at least once each semester to discuss matters of mutual interest and concern.
- D. It is the intent of the parties that changes to this Agreement shall be arrived at through a process of collaborative discussions. Modifications shall be subject to the approval of the Academic Senate Council and the Federation's Executive Committee.

President,
Academic Senate

President,
Federation of Teachers

Question 4:

Full time senators are elected for a term of what length? (Handbook, page 9)

- A) 1 year
- B) 2 years
- C) 3 years
- D) 5 years

Senators

Constitution, Article III, Section I.

(Handbook, pgs 7-9)

Full-Time Faculty:

- One senator for every 12 Full-Time Equivalent Faculty (FTEF) -- minimum of two per division.
- 47 FT senators represent approximately 600 FTEF.

Adjunct Faculty:

- Two adjunct senators represent PT faculty.

Full Time Senators' Terms Three-years and Part Time Senators' Terms one year.

Senators

Constitution, Article III, Section I.
(Handbook, pgs 7-9)

Attendance: Senators are expected to attend all regularly scheduled senate meetings. A senator may be removed for excessive absences. Article III, Section 1.10.

Participation:

Before: Review packet, consult with constituents.

During: Welcome comments, input and feedback. Roberts Rules of Order (handbook, pgs. 49-51).

After: Share information and consult with constituents (e.g., share at division/dept meetings, post meeting packet in mailroom, email division faculty).

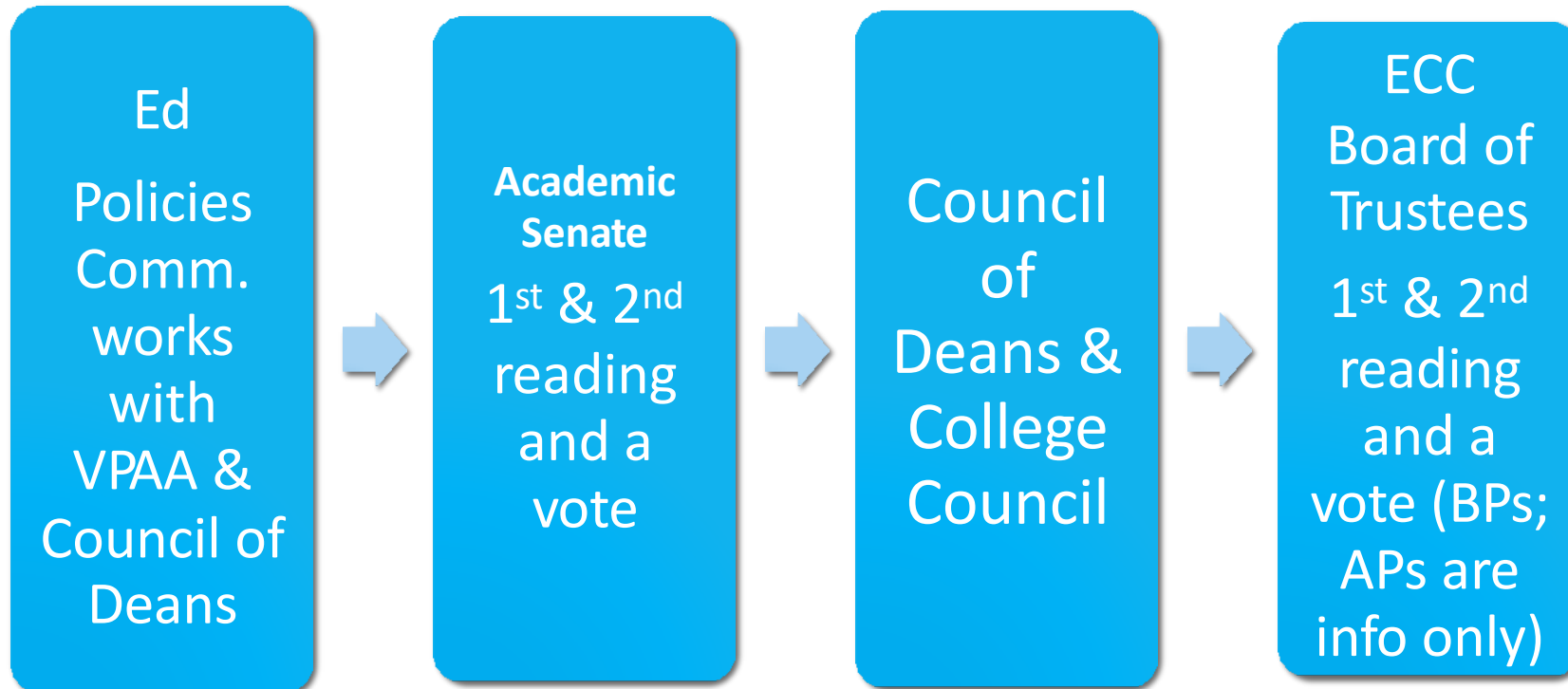
Consider joining a Senate subcommittee.

Question 5:

Board Policies and Administrative Procedures that fall into the Senate purview may occur in which of the following series? (Handbook, page 40)

- A) 3000s: General Institution*
- B) 4000s: Academic Affairs*
- C) 5000s: Student Services*
- D) 7000s: Human Resources*
- E) Any of the above*

“Typical” Consultation: Board Policies (BPs) & Administrative Procedures (APs)



Question 6:

Making Decisions at El Camino College: ECC's participants are expected to demonstrate which of the following?

- A) Keep an open mind*
- B) Respect differing opinions*
- C) Support the final outcome*
- D) All of the above.*

Making Decisions at El Camino College

- *The four practices of the Collegial Consultation Philosophy:*
- Collegial Consultation
- Inclusiveness and Communication
- Evidence and Planning
- Student Success

Making Decisions at El Camino College

p. 57: “Inclusiveness and Communication: With participation comes the responsibility to keep an open mind, respect differing opinions, strive for consensus, and support the final outcome.”

Question 7:

Which of the following is NOT mentioned in ECC's Mission Statement? (Handbook, page 67)

- A) Collaboration
- B) Innovative Curriculum
- C) Making a positive difference
- D) Promote student learning and success

ECC Mission Statement

- El Camino College makes a positive difference in people's lives. We provide excellent comprehensive educational programs and services that promote student learning and success in collaboration with our diverse communities.

H. Future Agenda Items

- Enrollment Management Report Update
- AP 5070, Attendance
- AB 705 Guided and Self Placement Process Update
- Campus Construction Update

I. Public Comment

J. Adjournment

- Thanks for coming! See you at our next meeting on Tuesday, September 17.