

ACADEMIC SENATE ATTENDANCE & MINUTES
15th . December, 2009

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

Adjunct Faculty

Mangan, Michael(Hum) X

Behavioral & Social Sciences

Firestone, Randy X

Gold, Christina X

Widman, Lance X

Wynne, Michael X

Mannen, Angela

Business

Siddiqui, Junaid X

Lau, Philip S X

Counseling

Jackson, Brenda X

Jeffries, Chris X

Key, Ken

Pajo, Christina X

Fine Arts

Ahmadpour, Ali X

Bloomberg, Randall X

Crossman, Mark

Schultz, Patrick X

Wells, Chris X

Health Sciences & Athletics

Hazell, Tom

McGinley, Pat X

Rosales, Kathleen EXC

Humanities

Isaacs, Brent X

Marcoux, Pete X

McLaughlin, Kate X

Peppard, Bruce X

Simon, Jenny X

Industry & Technology

Gebert, Pat X

Hofmann, Ed X

MacPherson, Lee

Marston, Doug

Learning Resources Unit

Striepe, Claudia X

Ichinaga, Moon X

Mathematical Sciences

Boerger, John

Fry, Greg

Glucksman, Marc X

Taylor, Susan X

Yun, Paul X

Natural Sciences

Cowell, Chas X

Herzig, Chuck X

Jimenez, Miguel X

Palos Teresa X

Vakil, David X

Academic Affairs

Chapman, Quajuana

ECC CEC Members

Evans, Jerome

Norton, Tom

Panski, Saul X

Pratt, Estina

Smith, Darwin

Assoc. Students Org.

Casper, Joshua

Safazada, Ana X

Stokes, Philip X

Ex- Officio Positions

Arce, Francisco X

Nishime, Jeanie X

Shadish, Elizabeth

Kjeseth, Lars X

Guests and/Other Officers: Barbara Jaffe, Lars Kjeseth, 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 seventh, and last, Academic Senate meeting of the Fall 2009 semester was called to order at 12:41pm

Approval of last Minutes:

The minutes [pp. 5 -11 of packet] from the 1st December Academic Senate meeting were reviewed. Ms. Jeffries requested that the clause “and approved by Cabinet” be added to a sentence on pg. 8 for the record. With this recommendation the minutes were approved.

REPORTS OF OFFICERS

President’s report – Dave Vakil (henceforth DV)

DV requested that the Senators read his written report [see pp. 12- 13 of packet] which contains important news.

DV commented specifically on the following:

- **Changes in the leadership configuration of the ECC/Compton partnership.** The CEO and Administrative Dean positions at Compton are to be eliminated, and a VP position (to be held by Barbara Perez) is to be established. The goal behind these changes is to help Compton move forward with getting accredited as a college.
- **Ms. Perez’s current position within ECC Human Resources will be staffed as an interim position.**
- **Student fees may be increased** – perhaps up to \$40 or \$50.
- **The prioritized list of full- time faculty hires has been released.** [see pg. 17 of packet] The question was raised as to why position #5 on the hiring list (Learning Resources Faculty Coordinator) is not being hired? Dr. Arce confirmed that the position would not be hired and said that the rationale was that a change is needed in the Learning Resources area. This area needs to be more active in reaching out to students with services. Many students test into Basic Skills yet there have been no fundamental changes at ECC, other than to add more Basic Skills classes. It is time to improve support services. Dr. Arce noted that this had been discussed in Cabinet and it was felt that someone more focused was needed, who would collaborate with other areas, and in view of this it was felt that a management level would be more appropriate than a faculty level as the person would have to work different hours while coordinating with the other areas. Dr. Arce said that a group of interested persons was being sought to accompany him to Chaffey College to observe their Center. Chaffey has claimed success in the Basic Skills area and it is felt this is the right time to improve the quality of our services. Ms. Ichinaga asked why this had not been announced before the prioritization exercise. Dr. Arce noted that such changes are not unilateral, and had involved discussions with the Union. When asked why it could not remain a faculty position, Dr. Arce replied that the position called for an exempt employee, not bound to an 8 hour day. Ms. Taylor said she was not aware of the 8 hour role. And Dr. Arce said it was stipulated in the contract. Dr. Arce went on to say that a change in the position was an attempt to do something different. ECC is under the microscope re: Accreditation, and while we are on the right path, we need to go a step further. Dr. Arce noted that ECC had never been associated with a model like Chaffey’s and felt it was worthy of exploration, but noted that faculty had to be engaged for it to happen. Ms. Ichinaga acknowledged that improvements might be necessary, but argued that the LRU had been allowed to languish, citing Distance Education as an example. Dr.

Arce noted that we are vulnerable in the SLO area and that we need to see an improvement. We are seeing too many students fail and this is not acceptable. Dr. Jaffe said that there will be faculty liaisons to help faculty with SLO problems. Mr. Panski asked whether this same model would be instituted at Compton, and Dr. Arce said that this was under discussion. Ms. Striepe asked whether there were any plans to split the Basic Skills area from the larger Learning resources Unit and Dr. Arce replied in the negative. There were also questions as to why the college was getting two Financial Aid counselors instead of one Financial Aid and one Retention counselor, and were students losing out on counsel?

- The Academic Senate for California Community Colleges (ASCCC) awarded two community colleges, Bakersfield College and Santa Barbara City College the 2009 Exemplary Program Awards for best exemplifying this year's theme, *Creating a Bridge to Transfer or Career*. Four colleges (Contra Costa College, **El Camino College**, College of San Mateo and College of the Sequoias) received Honorable Mentions. Each of these programs is an example of excellence in **programs that help students to move from introductory courses into transfer curriculum or career paths in California institutions of learning**. DV congratulated all involved and noted that the Project Success program had won the award in 1991. Ms. Mosqueda of the FYE program said that it was a collaborative effort and thanked all the teaching faculty and others involved in the project.
- DV drew attention to [see pp. 18-19 of packet] a **Q&A intended for faculty re: fee payment and dropping students**. Dr. Nishime said to look at this for information on what happens to students who do not pay their fees. There will currently be a \$130 benchmark, which will later be reevaluated. Mr. Widman asked how dropped students get back? Dr. Nishime said they must pay then add classes. Waitlisted students would be moved up the list. Ms. Taylor said it was her understanding that there was no appeal process so what happens if there is a mistake made? Dr. Nishime said that this is addressed in the Q&A. She went on to say that she has been assured that all will be processed in time, but said that mistakes may be made and that some may fall through the cracks. All we can do is verify the errors and students can ask the professors to let them back in class – if they find out ahead of time they can add the class. Ms. Taylor asked for confirmation that there is then NO accommodation made for students if the college makes a mistake. Dr. Nishime replied in the affirmative.
- DV noted that he has not yet heard back from anyone re: **future meetings at Compton**. Please let him know our preferences. Ms. Jeffries has a contact for a bus.
- DV noted that proceeds from the **sale of ASB stickers** would go to student programs.
- DV reported that the ICC **Children's Holiday Party** for the Headstart kids, and hosted by the Inter Club Council, was a great success. Santa arrived in a fire truck! DV thanked Ms. Safazada for her efforts.

VP – Compton Center - Saul Panski (SP)

No report.

Curriculum Committee – Lars Kjeseth (LK)

LK reported that there is a revised date for CurricUNET training, formerly March 8th – 11th, 2010, now March 1st – 3rd, on-site at ECC. Ms. McGinley asked if training would last the entire day and Mr. Kjeseth said not.

VP - Educational Policies – Chris Jeffries (CJ)

No report. See Unfinished Business and New Business.

VP - Faculty Development – Chris Gold (CG)

No report. But note the following:

- **Faculty Handbook Topics, p. 23-27**
 - On-line handbook
 - Email suggestions – cgold@elcamino.edu
- **Distinguished Faculty Award**
 - new, less subjective selection process
 - offered by Academic Affairs (\$1,000)
- **Outstanding Adjunct Faculty Award**
 - Is the Senate interested in offering this award?
- Money? Plaque? Parking

VP - Finance & Special Projects/Planning & Budgeting Committee (PBC)– Lance Widman (LW)

Finance and Special Projects: [see p.20 of packet] for the 5-year Budget Assumption and Projection Report: Although it is important to have some idea what may be coming our way as a District over the next 5 years as part of our planning process, it is also important to keep in mind that any projection after 2009-10 (and even those projections contained in our current budget) are subject to change. Please note, however, #3, Estimated Funded FTES, for those of you that may have concerns about unrestricted adding of students and the limits on the funding provided by the State to EC based on EC's FTES.

Planning and Budgeting: [see p. 28 of packet] the 12/3 PBC meeting agenda where the 5-year Budget Assumption and Projection report was reviewed by the PBC.

[see pp. 29-31 of the packet] for the 11/5 PBC meeting minutes, particularly noting 3 important items:

1. As the PBC moves more aggressively into planning issues, the development of Planning Guidelines play an important part in those discussions.
2. Results of the actuarial study regarding anticipated retiree costs that EC must plan for and include every year in its budget as required by GASB 45, potentially a huge set-aside of money each year.
3. Discussion of the budget assumptions that will be the basis for the development of the 2010-11 EC budget.

Council of Dean's Meeting Report –Moon Ichinaga (MI)

[See separate handout provided]

VP – Legislative Action – Chris Wells (CW)

No report.

REPORTS OF SPECIAL COMMITTEES

Student Learning Outcomes – Jenny Simon (JS)

No report, but [see pp. 32-35 of packet] and note the following:

- What is a core competency?
 - What a student is able to do upon graduation or transfer from El Camino.
- What are El Camino's core competencies?
 - 5 competencies
 - Ratified by the Senate on 3/6/07
- Addition of an "Information and Technology Literacy" core competency
- Why assess institutional core competencies?

- Part of ACCJC's standards---needed to reach proficiency
- To give faculty a broader view of the whole institution and how their program fits into the institution
- What's the plan?
 - Mapping—align/match up core competencies with courses and programs
 - Collect data—survey, students' grades in courses which align with the core competency being assessed, faculty rating of their assessments
 - Summit for reflecting on the data
 - ALC writes a report
 - One core competency assessed every year

UNFINISHED BUSINESS

Board Policy 4050 –Articulation – Chris Jeffries (CJ) VP Educational Policies

[see pp. 36-37 of packet] This is the second reading of the policy. CJ reported that the policy is now using the revised template and thanked Sue for her help. Hearin no questions Mr. Wells, seconded by Mr. Marcoux made a motion to approve. The motion passed with unanimous approval of the Policy and associated procedures.

NEW BUSINESS

Board Policy 4250 – Probation, Dismissal and Readmission – Chris Jeffries (CJ) VP Educational Policies

[see pp. 38 – 39 of packet, plus handout distributed at meeting] CJ reported that this policy had been approved in July 2009, but that the Dean's Council had requested a change in item #5 re: dismissal with a 1.75 gpa, the rationale being that a student can continue at El Camino with that gpa, but NOT get a degree. The original wording was felt to be confusing and it was felt the policy needed to be consistent. The Committee looked at examples from other colleges and also wanted to put in a safety net for students who are showing improvement. Therefore the wording for #5 was changed. Student probation is discussed in #1 and #3, student dismissal in #5 and #6, however, CJ noted that there is a appeals process as described in #7. The Committee will work on improving the procedures allied with BP 4250 but this is an emergency motion, needed to meet the 2010/11 college printing deadline in March and the Policy still has to go before the Board for a second reading. Mr. Marcoux said he would like to see the Procedures in the ext packet. Ms. Jeffries said the Procedures were not ready. DV repeated that the Policy needed to be passed today and that perhaps an emergency motion was needed. Mr. Marcoux moved to make an emergency motion.. All were in favor of approving the emergency motion. Mr. Wells, seconded by Mr. Marcoux, called for a motion to approve the revised Board Policy 4250 as seen on the handout. All were in favor. A question was asked whether we would see the 2010/11 catalog before the public? DV asked the Senators to direct such questions to Dr. Jaffe.

Publishing Faculty Success, Retention and Grade Rates. Presentation. Irene Graff (IG). – Institutional Research

Ms. Graff reported an interest in seeing more on success and retention rates, and how the information could be analyzed. The rates can be found on the Institutional Research (IR) website, organized by Division and Course. This is a State Standard and the information is useful for comparison purposes. This is faculty level information and is not intended for punitive report, but to provide information for discussion. The question is should we post this information just on the website or also post it to the portal. Please send your feedback on this to IG. Online and Honors classes would need to be indicated as such, somehow. IG noted that from Spring 2010 ECC would have three past semesters information available. ECC would be able to include a three year trend for success and retention rates sorted by Division through Course through last name. Similar data is already available on www.pickaprof.com . The information can provide an

informational framework for students. Ms. Taylor asked whether the site would include information on improvement rates? IG replied that improvement rates currently show courses in a series, like Math and Reading classes. Ms. Taylor asked whether these rates could be included for individual faculty in the future? IG said yes, IR could provide a snapshot for faculty under evaluation. Mr. Marcoux said this information was welcome as it would give a different picture from student surveys. Ms. Taylor asked, as the success and retention rates are important public information, why not include the improvement rates for the public also? Ms. Taylor had seen data for math comparing different strategies and had seen no significant difference in retention and success, but improvement rates had been significant and this could be an important factor for student choice. IG said that IR would do more research in this area and noted as another benefit of including improvement rates, the fact of suppressing grade inflation. Mr. Panski asked if the posted course rates showed each section and teacher. IG said there was no section detail. Mr. Ahmadapour asked how IR assessed the validity of the data taking into account some teachers might be hard or easy graders. IG said this document is just a starting point for discussion and NOT a final document. DV brought the discussion back around to where IR should post the data. After more discussion a straw poll was taken. It was decided to post the information first to the portal and after a semester to transition it to the publically available website. It was agreed to flag the Distance Education and online classes. Please send further comments/feedback to Ms. Graff, x3515.

Campus Climate Survey Presentation. Irene Graff (IG) – Institutional Research

[see pp. 40-41 of packet] IG needs feedback on this survey which has been in planning for a year and a half. The idea is to see how students and other groups feel on campus. The Compton Center will also be surveyed. IR wants to capture the feeling at each location and the feeling across locations. Currently it is an online survey only, with a few paper copies available for staff without computers – for students it is online only with NO paper copies available. IR will send out an email notification re: the survey in the first half of the Spring 1020 semester. IR will publicize the results and have them out by Summer. Mr. Yun had a question re: the survey method. He stated that usually only people with strong opinions reply to online surveys so would the results be biased? IG admitted that might be so, adding that the ideal method would be to go into the classrooms to administer the survey, but IR is not able to do that. IG reported that the CCSSE survey IS done in class in an attempt to get opinions across the board. IR will also use a margin of error to correct, this being the best they can do at this time. Mr. Yun expressed concern that this may then not be a true reflection of campus feeling. Ms. Safazada asked whether there was one survey for students and another for staff. IG said that each survey would be unique with some common questions. Mr. Firestone noted that he had the same concerns as Mr. Yun and asked whether this could not be overcome by having some faculty give a paper copy of the survey to take home and compare those results with the online survey results. IG said that IR would continue to explore all suggestions as they did not want anyone to reject/ignore the survey after all their hard work. Mr. Marcoux asked if this was to be a regularly scheduled survey? IG said that while this would be worth repeating – especially at the Compton Center – it would not be an annual event. Please feel free to give more feedback to IG.

FUTURE AGENDA ITEMS

Program Review highlight: Journalism - to be presented by Kate McLaughlin in the Spring semester.

PUBLIC COMMENT.

None

DV congratulated the senators on their work during the Fall semester. He noted he was setting “homework” and asked the senators to ponder these questions over the break:

Is the Academic Senate successful? Yes or No.

How do you know this?

Please send your comments to DV.

DV did not have time to speak to all items in the President’s report, so senators are advised to read the following for information:

- Catalog rights changes – do not impact ECC. Our policies were consistent with legal ruling.
- No official word about accreditation. We did receive a confidential letter -- DV hasn’t seen it. February may not bring good news.
- Awards
 - Nominated Joan Thureson, 2009 Distinguished Faculty, for Hayward Award

The Academic Senate meeting was adjourned at 2:00pm
Cs/ecc2009