

ACADEMIC SENATE MINUTES

October 2nd, 2007

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

Behavioral & Social Sciences

<u>Brown, Maria</u>	
<u>Rader, Emily</u>	X
<u>Widman, Lance</u>	X
<u>Wynne, Michael</u>	X

Business

<u>Halamka, Dagmar</u>	
<u>Miller, Tim</u>	
<u>Thompson, Jacquie</u>	
<u>Shepard Jacobson</u>	X

Counseling

<u>Beley, Kate</u>	X
<u>Gaines, Ken</u>	X
<u>Raufman, Lisa</u>	X

Fine Arts

<u>Ahmadpour, Ali</u>	X
<u>Berney, Dan</u>	X
<u>Davidson, Jason</u>	X
<u>Georges, William</u>	
<u>Wells, Chris</u>	X
<u>Crossman, Mark</u>	X

Health Sciences & Athletics

<u>Van Lue, Nick / Hazell, Tom</u>	X
<u>Orton, Tory/Victoria (sharing)</u>	X
<u>Sinopoli, Louis / Makaru, Roy</u>	
<u>Stanbury, Corey</u>	X
<u>Kim Bailly (sharing)</u>	X

Humanities

<u>Hong, Lyman</u>	X
<u>Marcoux, Pete</u>	X
<u>Uyemura, Evelyn</u>	X

Industry & Technology

<u>Gebert, Pat</u>	X
<u>Hofmann, Ed</u>	X
<u>MacPherson, Lee</u>	X
<u>Marston, Doug</u>	X
<u>Rodriguez, George</u>	X

Learning Resources Unit

<u>Dever, Susan</u>	X
<u>Striepe, Claudia</u>	X

Mathematical Sciences

<u>Ghyam, Massoud</u>	X
<u>Scott, Greg</u>	
<u>Tummers, Susan</u>	X
<u>Marc Glucksman</u>	exc

Natural Sciences

<u>Cowell, Chas</u>	X
<u>Golestaneh, Kamran</u>	exc
<u>Palos, Teresa</u>	X
<u>Vakil, David</u>	X

Adjunct Faculty

<u>Almos, Carolyn</u>	X
<u>Robertson, Gary</u>	X

ECC CEC Members

<u>Fleming, Art</u>	X
<u>Hoffman, August</u>	
<u>Panski, Saul</u>	X
<u>Pratt, Estina</u>	
<u>Smith, Darwin</u>	

Ex Officio Attendees: Janet Young, Francisco Arce, Jeanie Nishime

Guests and/Other Officers: Ken Key, Julian Peters, Vincent Armstrong, Jean Shankweiler (Dean's Representative)

Unless noted otherwise, all page numbers refer to the packet used during the meeting, not the current packet you are reading now.

The third Academic Senate meeting of the Fall 2007 semester was called to order at 12:37pm.

Minutes

Approval of last Minutes:

A motion was passed to approve the minutes of the Academic Senate meeting of Sept. 18th, 2007.

President's report – Pete Marcoux (henceforth PM)

PM reported that the Technology Committee had met and that there were to be lots of upgrades to campus systems.

Colleague is being updated and will be a lot faster. There were complaints about the dates that ITS chose for the upgrade as being disruptive, but a study had been conducted and it appeared that this was the least disruptive period.

An upgrade to the computer system is planned that will allow students to make and access educational plans online. It will also link to the schedule for better planning. ITS will also be able to track students and allow for the alteration of course offerings to suit patterns.

The campus is going to a Voice Over IP (VOIP) phone system. There will be phones in every classroom (intended primarily for emergency use) To use the phones one will have to dial in one's individual code. This will also allow ITS to be able to track phone use.

Admissions and Records will be scanned in and digitized. This will mean easy access to records for counselors.

The last meeting of the College Council was spent talking about goals.

BP2510 was also under discussion.

New Senators: New senators Lee MacPherson and Patty Gebert, both from Industry & Technology, introduced themselves.

Compton Education Center report – Saul Panski (SP)

PM noted that SP would be a little late and shared the following email points:

ECC History faculty member Jason Suarez had spoken at Compton Education Center in honor of Hispanic Heritage Month and had been very well received.

Compton Education Center is to get a new Student Handbook.

Compton has started the process of hiring a new, full- time, permanent provost. PM has asked Susie to serve on the hiring committee.

There will be another FICMAT visit to Compton in October.

Later SP was present and added that the faculty hiring process that had been negotiated with the Special Trustee had been thought approved. However, SP has now been told that ECC wants changes to be made, and a second ECC person added to hiring committees. Compton's response is that they will approve this if Compton can also add a second person to ECC hiring committees.

Curriculum Committee report – Janet Young (JY)

The Curriculum Committee met and approved Humanities and Fine Arts courses.

The Committee conducted the Stand Alone Course Approval training.

Educational Policies Report – Evelyn Uyemura (EU)

EU reported that the Ed. Policies committee had met and completed a revision of the Textbook Policy 4045 [pgs 34- 36 of packet] This will constitute the first reading of this policy. Please send comments & concerns to EU. We will have the second reading at the next meeting.

The Senate will have the second reading of the Grade Change Policy 4231 [pg 28 of packet]. This Policy passed last Spring, but the Committee was requested to add a phrase and change some wording. EU felt that the Policy and Procedures should be approved as a Unit, as there was so much pertinent information in the Procedures. BP 4231 covers the needs of students wishing to obtain a grade change.

EU reported that there had been continued discussion of Board Policy 2510 aka Participation in Local Decision Making, aka Shared Governance. The Senate was also given a handout of a draft Policy 2510.1 which President Fallo has put on the Board agenda. EU noted that the last line of draft Policy 2510.1 indicates that 2510.1 will, at some later stage, be merged into Policy 2510. EU found this a hopeful sign. The College is still discussing the issue of 2510. EU again repeated that the Ed. Policies committee is in no way against the student part of the Policy, but is eager to examine the Faculty portion of the policy.

The next Ed. Policies meeting will be this Thursday in MBBM 131. They will be discussing the Probation and Dismissal Policy again. EU was asked about the Veterans registration priority and EU replied that the Committee would be looking at that and other Title V changes.

A question was asked as to the process of passing and accepting Policies. The President of the Academic Senate presents a Policy to the VP AA, who is the College Council liaison to the Academic Senate. These Policies are taken to the College Council for Review only. The Board should be making decisions on accepting Policies and the recommendations of the Senate. Susie Dever noted that when this policy 2510 first came up for discussion there was a request to include a student portion. SD said then that if this was up for review, it should be reviewed in entirety – and so the Policy as a whole went to the Educational Policies committee. Many other Policies were being reviewed as well. President Fallo believes the Senate was given a task to include student language only – not to look at the entire Policy. President Fallo feels that the Senate and Educational Policies committee have overstepped the assignment. Some felt it was ironic that the 2510 handout had come from the President's office with no consultation.

Faculty Development Committee report– David Vakil (DV)

[Pg 37-38 of packet]

DV reported that the committee had made some progress since the last meeting.

DV had used Clickers to poll the Academic Senate opinion on some Staff Development and morale building ideas. The results showed a desire implementing teacher mentoring and training on campus, and mixers to improve morale. The Committee had contacted the Vice Presidents about hosting mixers, and plans were in the works.

There was a survey out about part- time faculty needs re: mentorship.

There were plans to host “Ask a Veteran Teacher” panels – perhaps featuring past winners of the Distinguished Faculty awards.

DV reported \$37thousand in Faculty Development funds.

Besides the current awards for good work and the Applause cards, the Committee wanted to pursue ideas for awards for distinguished part- time faculty and Administrator awards.

The committee meets in Admin 127 on the 2nd and 4th Tuesdays of the month.

Finance and Special Projects/ PBC (Planning and Budgeting Committee) – Lance Widman (LW)

[pg. 46-48 of the packet]

LW reported that the PBC had been reviewing the final budget and that the PBC had recommended the Board approve the budget as proposed. The Board had passed the budget.

There had also been discussion on the three million dollar augmentation by the State, and how to use these funds – now called “Special Projects Funding”. The PBC will be making recommendations to the President and the Board, and discussions will continue at future meetings.

Council of Deans Meetings report – Lance Widman (LW)

LW reported that no Council of Deans meeting had taken place. The future meeting will discuss the Enrollment Management Plan. A number of items from this plan will be vying for dollars from the Special Projects Funding. The President's Newsletter also makes mention of the three million dollar augmentation, but refers to it an “one- time” money. This was felt to be confusing as some of the money will be going to on- going projects. Is it one- time money or not? The question was asked – if one has a

project in mind, what is the process for applying for this money? The correct process would be via Program Review recommendation, but these typically occur only every six years.

Legislative Action report – Chris Wells (CW)

Not much new progress to report. CW noted that ECC seems to be doing well in the full- timers: part-timers ratio, currently at 61 full- time faculty: 38 part- time faculty. The state average is 56.6: 43.

Calendar Committee – Lyman Hong (LH)

LH distributed a handout of minutes of the last committee meeting. Pg 4 also noted new summer dates for ECC and ECC Compton Center that would be recommended for adoption. Please send other feedback to LH or Emily Rader. Feedback so far includes questions like “How does the new calendar better serve the college mission?” “What do current and prospective students think?” The proposed calendar will not be voted on at the next meeting – the proposals will just be discussed. The Calendar Committee makes recommendations, and the Board will finally decide. It was also made clear that the Calendar Committee is not a subcommittee of the Academic Senate, but a consulting committee. Chris Wells argued that several of the issues discussed did affect faculty and therefore the committee should be under the umbrella of the Academic Senate.

The student representative felt that the calendar recommendations were a mistake as transfer students needed prerequisites and the new calendar made obtaining these more difficult and would therefore jeopardize transfer. Winter was seen as essential and should not be eliminated. Mr. Panski said that Compton, too, was not in favor of the recommendations. He said that the calendar is a negotiated item on their campus.

Ken Key noted that a second staggered start in summer was not always successful. He opined that Winter should not be touched, and the Summer plan be redesigned. Administration’s role and motives were questioned and Dr Nishime denied that Administration had any stake in the reformatting of the calendar or had issued any directives and warned against making assumptions.

Accreditation – Arvid Spor (AS) & Susan Dever (SD)

SD noted that the co-chairs were sending in the second drafts. In mid- October these will be posted for comment and some open forums will be hosted. Faculty are encouraged to review and comment. Faculty participation is essential to the process.

Unfinished Business

Janet Young reported the Title V Certificate Name Change [pg 21 of packet]. This constituted the second reading. The Senate would be voting to recommend one of four options. The boxed area on pg 21 has the current Catalog wording with the proposed wording below. Questions were raised, and it was noted that the correct process would be to choose an option and thus open the floor to discussion. Evelyn Uyemura moved to choose option 2. Doug Marston seconded this. Discussion followed. Mr. Jacobson, heading the paralegal program, noted that with the Paralegal Certificate of Completion, a B average was mandated by an outside agency. It was noted that there would be exceptions, and this was one of them. Mr Jacobson also remarked that Achievement had a better connotation than Completion. Dave Vakil asked what the purpose of a Certificate was. It appeared that it could mean different things, including a stepping stone on a career ladder. Evelyn Uyemura noted that option 2 was comparable to the AA/AS degree requirements. It was remarked that obtaining a D was hardly an achievement, so the requirements would have to be pegged higher than that. It was suggested that it be left to the discretion of the various Divisions. Doug Marston was in favor of a C. He noted that Industry and Tech. offered many certificates. Chris Wells asked what a certificate was for. Kate Bealey said that certificates were preparation for jobs, certifying a certain level of skill. Saul Panski noted that Compton had had no input on this discussion and requested a deferment of the issue so that he could introduce it to Compton faculty.

Ken Key said that Counseling needed to be informed in detail as they needed to understand how Certificates were awarded so that they could advise students appropriately. Ken advised against too much being left up to Division discretion in favor of a more uniform approach.

The number of units needed for a Certificate also seems inconsistent.

Evelyn Uyemura amended the motion to include a notation for Honors or Distinction on the Certificate.

The Senate voted to accept Option 2 as amended. The results were 18 in favor, 6 against and 2 abstentions. The vote passed.

The Grade Change procedure 4231 was next discussed. [pg 26-32 of package] Pg 28 contains the policy and pgs. 29-33 contains the administrative procedure. The policy had passed last Spring, but not the procedure. The intent is to publish the whole document in the catalog. There was no discussion or questions and the Senate voted to pass both 4231 policy and 4231 procedure.

The first reading of Text Book Policy 4045 [pg 34 – 35 of packet] was announced. Pg 34 contains the existing text book policy, and pg 35 contains the proposal for the new policy with the procedure broken out. The old policy called for a mere one year adoption of text books. The new policy calls for a two year adoption. This will save students money and the new policy also includes mention of the ADA (Americans with Disabilities Act) and asks instructors to find materials available in other formats. The new policy also clarifies that it is the faculty choice of texts. The second reading will be held at the next meeting.

Some discussion followed about the division regarding policy and procedure.

Agenda Items for Next Meeting

Next meeting will contain discussion on Sabbatical Leave.

Please forward changes and corrections to the roster/ mailing lists to Claudia at cstriepe@elcamino.edu

The meeting was adjourned at 2:00 pm.