

ACADEMIC SENATE MINUTES

December 6, 2016

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

A. CALL TO ORDER

Senate President Kristie Daniel-DiGregorio called the last Academic Senate meeting of the fall 2016 semester to order on December 6, 2016 at 12:33 p.m.

B. APPROVAL OF MINUTES

See pgs. 7-12 of packet for minutes from the November 15 meeting. P. Marcoux: motioned, Allison Carr: seconded. There was unanimous approval of minutes.

C. OFFICER REPORTS

a. President – Kristie Daniel-DiGregorio (pgs. 13-16)

KDD introduced Dr. Gloria Miranda, Dean of Behavioral and Social Sciences. Dr. Miranda: Good afternoon everyone. I have been at El Camino for 23 years. I am the second longest serving dean. Before I came to ECC, I was in the classroom teaching history at LA Valley College. I enjoyed that aspect of my career for many years. I enjoy ECC because I get to work with wonderful faculty. There are still about 5 faculty the pre-date me. I have 9 departments and 4 programs. I try to stay active in my field professionally. I take great pride in seeing the faculty accomplishments. It has been a good division to oversee, many challenges, but they deliver. KDD: We owe Dr. Miranda a debt of gratitude for being an advocate of the senate. Thank you again, Dr. Miranda.

KDD gave us a follow-up on some of the things we talked about last meeting, including the presidential election. There are a number of senate efforts. We passed a resolution at the last meeting, it is posted on the student listserve and the AS website. It is also shared with the BOT. On the senate website, you will find a statement of support for all students. Our resolution appears here. There is also a link to some resources that were presented at the Dreamers 101 event last week. I wanted to make sure I drew your attention to this website, thanks to Rene Lozano and Cynthia Cervantes for compiling this information and resources. They will continue to update this to keep all of us abreast of the new developments. It is a great resource for faculty, staff and students. It is a great place to refer your students if they have concerns or questions.

The Dreamers 101 workshop last week was very well attended. I counted at least 44 faculty and staff. Rene Lozano was one of the presenters along with other faculty and representatives from other departments on campus. This was just the beginning. It is important to learn about resources and also talk about future plans. There are a number of follow-ups in the works, including; repeating that particular workshop, a campus-wide forum where folks can talk about tolerance and concerns, online resources, a listserve for those who want to keep informed about upcoming training opportunities and information for how to support our students, library resources. You also have in front of you on the table, information about the “safety pin” pledge. This has been coordinated by our student development office. The AS is proud to be one of the sponsors of that particular initiative. We have a task force that will continue to collaborate and coordinate to move forward with campus-wide initiatives. Thank you to Rene Lozano for serving on this task force along with Cynthia Cervantes from the Child Development Department. You also saw an email that went out today from The Chancellors Office. They are providing some guidance on their stand for the request for information on our undocumented students. They will not be releasing student information without court orders, students’ permission, or laws requiring them to do so. They will not cooperate in a registry of students based on race, religion, or immigration status. They are making recommendations for the districts, to make sure our campus police are not corroborating with efforts to stop and question those who are suspected of having undocumented status. For more information, you can go to the Chancellors Office website. <http://californiacommunitycolleges.cccco.edu/> Thank you everyone for your support, interest, and contribution.

From one high-stakes topic to another, we spoke about campus safety at our last meeting. A number of great suggestions came from our meeting and they were passed on to Chief Trevis and Dr. Maloney. One of the suggestions was to have a campus-wide survey to get feedback from a number of people on debriefing from the emergency drill. The survey recently went to Public Relations and Marketing with a link to take the survey. You should all be seeing it soon. Do take a couple of minutes to answer the survey and provide some feedback. One of the questions that came up was about

classroom phones. Art Lieble and I have been in contact a number of times since the last meeting and he has been very diligent about checking the phones that weren't working. He has confirmed that they are all working, the equipment is fine. One of the issues may be that the volume was turned down or else we need to investigate whether we can raise the volume from the source.....Campus Police. They are looking into strategies to see if everything is working, especially during an emergency. The PE classrooms should all be equipped with telephones before the holidays (that was one of their goals for fall semester). The goal is to get as many classrooms equipped with phones as possible, and the PE buildings were some of the last to get phones. Tonight there is a campus safety forum from 6-7:00 pm in the Alondra Room. Chief Trevis is coordinating this with the ECC, Torrance and Hawthorne Police Departments.

The faculty position identification process has approved 22 positions for hiring for 2017-18. Most divisions were approved for their first choice, some got 2 positions. Hopefully, everyone is happy with the result. We will obviously ask everyone to serve on a hiring committee. C. Wells: Did we get a list of how they were prioritized? D. Berney: There is a campus-wide list. The deans all have that. KDD: Our dean usually provides a copy. I would certainly be happy to get you a copy. C. Wells: That would be great, thank you. It is nice to know if you have a position, who it is likely to be. If there are more retirements, could we add more than the 20? KDD: This is my first time to go through this process, and I don't know if we have additional retirements, if we would add more positions.

b. VP – Compton Education Center – Paul Flor

I will defer until later.

c. Chair – Curriculum – Allison Carr

We had another round of full course approvals as well as full program review approvals at our last meeting. We have another round of courses to review this afternoon. So far this semester we have reviewed 163 courses, not counting today.

Full Course Review Approvals

ART 147, BUS 73, CDEV 100, 165, COMS 120, DANCE 183AB, ENGL RWE, ESL 05A, ESL 05B, GEOG 5H, THEA 184

Full Program Review Approvals

Art- Gallery Management Certificate of Achievement

Business - Office Administration: Office Applications Specialist Certificate of Achievement

Child Development - Child Development A.A. Degree

Child Development - Early Intervention Assistant Certificate of Achievement

Child Development - Special Education Assistant Certificate of Achievement

Music -Music A.A. Degree

KDD: Those 163 courses didn't review themselves. Thanks to you and the Curriculum Committee for all of the hard work!

d. VP – Educational Policies –Chris Gold (pgs. 17-19)

No report

e. VP – Faculty Development – Stacey Allen (pgs. 20-21)

An announcement went out a few days ago about the cancellation of the Fitness and Fun for All workshop this Thursday. We didn't want to conflict with the Classified Staff Awards. The "Getting the Job" workshop that we held on Friday was a huge success. The participants were grateful for the information that we shared. We had a wonderful panel that shared a

lot of valuable information. We will have Part 2 on Friday, January 27. We will be sending out information about Part 2. Please encourage the adjunct faculty in your department to attend.

f. VP – Finance – Lance Widman (pgs. 22-26)

I have a few things to point out. We had a very good updated report on student success and support program (SSSP). The EMP and the TMP are 2 of the reports floating around campus; great reports by Irene Graff. The minutes from the 17th are mainly housekeeping. We are also looking for someone to serve with Josh on the PBC. If you are interested in learning where the money comes from and where it goes, all roads lead to PBC...everything comes our way. It is a very busy committee, we meet 12 months of the year, and it is very interesting. Thank you!

g. VP – Academic Technology – Pete Marcoux (pgs. 20 – 26)

P. Marcoux: I have an emergency motion/resolution that I would like to propose to the senate. It reads:

- Whereas Lance Widman has never met a pair of pants he has liked;
- Whereas Lance Widman has steadfastly refused to allow faculty to “assume the position”;
- Whereas Lance has served faithfully on the Academic Senate, a tenure predating written records;
- Whereas Lance Widman has been a valued and vocal contributor to e-mail discourse at ECC;
- Whereas Lance Widman has been a valued Political Science professor and colleague at El Camino College since 1971, a career spanning eight U.S. presidential administrations;
- Whereas Lance Widman successfully served as President of the Federation of Teachers in his early career and has worked to support the union since then;
- Whereas Lance Widman has faithfully served as Vice President of Finance and Special Projects and a member of the Planning and Budgeting Committee since 1988;
- Whereas Lance Widman has forgotten more about the statewide and local budgeting processes than most people will learn in their entire careers;
- Whereas Lance Widman has effectively represented the personal and professional interests of the faculty at ECC.
- Be it resolved El Camino College’s Academic Senate would like to express deep appreciation to Lance for his many years of dedicated service both on the Senate and on the Planning and Budgeting Committee and wish him the very best in his retirement.

The resolution passed with strong support with just one abstention, Professor Daniel Berney. KDD: I am presenting Professor Lance Widman with a replica of a real El Camino bell, so his wife can keep track of him. It is inscribed with the following: Lance Widman, ECC Vice President Finance & Special Projects, in appreciation of three decades of distinguished service. VP Widman reflected on his lengthy career: It has been quite a run; 45 years; 5 El Camino Presidents, starting with Stuart Marsee; 7 deans. I think they’ve saved the best for last. The way Rory has it calculated, I’ve taught approximately 500 sections, with some success, and corrupted 15,000. I want to thank you all, it has been a good run, and I’ve enjoyed the students. I have taken great pride in looking after you and me through the senate, the federation, in all ways. Making sure our personal and professional interests don’t get lost in the shuffle of this place. That has been my pride. Thank you very much!

P. Marcoux: The Foundation asked me to remind faculty about scholarship applications and writing letters of recommendation. Just in case you aren’t aware, if a student does not have at least one letter of recommendation in the system, it will automatically remove them from the running for scholarships. They need at least one. They are asked to provide 2 names. So they urge you, if you get that email, please respond. A lot of the scholarships do go unfunded. For those of you who have written letters of recommendation before, we never hear whether the student gets a scholarship. They are looking into making a report so we will be notified if the student does in fact receive a scholarship.

The Technology Conference is set for March 31. We are still working on it. Please respond to the survey that was sent out last week.

h. VP – Instructional Effectiveness/ALC/SLO’s Update – Russell Serr (pgs.27-31)

The ALC has been working hard to complete the ILO Assessments. I don't know if a lot of people realize, but each year we do a high institutional level outcome assessment. The first one we did in 2014 on Communication is now complete. The follow-up is scheduled for 2018. The critical thinking ILO is near completion. We have the IR report, and discussion with the ALC is complete. We are ready to put it in TracDat. We are in the process of getting our data sets, identifying which data we are going to use for our personal and community development ILO. PLO, ILO and SLO assessments in summer and spring we did between 22 and 25, which is 88% completed. We have 44 scheduled for the fall. SLO assessments, 512/528, 97% completed. We have 600 set for this spring. We have a workshop on Monday in the library basement. Program Review Committee, we had 15 scheduled, they are all completed. We've had 7 CTE Program Reviews which are all on progress and coming in. The new model for Program Review is that we are putting the reports in TracDat, where they can go right into program planning. Then there will be a LIVE document, so yearly people can go in and make revisions. So after 4 years it won't be such a chore to do Program Review. So far it seems to be working out fairly well.

D. SPECIAL COMMITTEE REPORTS

Dr. Jean Shankweiler - VP of Academic Affairs

Off campus on vacation this week.

Dr. Jeanie Nishime - VP of Student and Community Advancement

All of you have probably seen the flyers about the hygiene drive that is going on until the end of the semester. Students will be collecting articles and bagging them. We are not sure how they will be distributed as yet. The task force is looking into a food pantry, which is a lot more involved than I ever thought. We have to get health department clearance and a business license. The room that was identified is too big, the smaller the better (in terms of square footage). There are other possibilities that we will be exploring. It may take several months to get all the licenses and get everything in place. Fortunately there is a lot of interest and focus in this topic.

Another topic I wanted to mention was the grant for an expansion of the Promise Program is out. We will be applying, but we don't know how competitive it will be. Approximately 750,000, approximately 20 will be awarded. Right now, we only accept 30 per school district. Centinela Valley and Inglewood are the two. We will add Torrance in 2017.

Don't forget, next Thursday is our holiday party. This has been interesting, being on the planning committee, we have never done this before. We don't know what to do. We just found out that our potluck is illegal. We are learning about all the precautions and food handling. If anyone gets food poisoning or ill, the Health Department will close us down. Food service cannot be a part of this. We are all on our own. That is part of the risk and part of the fun! We hope all of you will attend and have fun. So far, we have about 18 entries for the door decorating contest, we are still taking entries. The students are excited about being the judges. Please invite your departments to participate.

E. UNFINISHED BUSINESS

Compton Educational Center Self-Study

KDD thanked Paul Flor and Amber Gillis for all their work keeping us apprised of their progress over the past year. AG: We are almost finished! We have a draft online that has changed exponentially since we have last seen you. We have been getting some comments about our introduction and other areas and we are happy to have the comments. If you still have edits and suggestions, we are always open and they are welcome. We are happy to make the progress that we have had. This is the first one by ourselves. When I signed on to this last December, I knew it would be a lot, I didn't really know what it entailed. It is like learning how to ride a bike without training wheels. It has been very educational for me. I now know more about my college than I did a year ago. We are a small campus, we learned to work together and build a positive campus environment. There have been a lot of questions from faculty, ie: Are we going to get our accreditation? What does this mean? Will we have jobs? A lot of conversations have been ongoing. It has been nice to see the various committees working together. Producing this document and owning it. We are happy to be where we are. We continue to add more and more and we thank you for your support. We wouldn't be where we are if it weren't for your support. KDD: what is your timeline and your next steps? AG: We are a little behind schedule. I spoke to Dr. Keith Curry and we

will be ready to roll out the document by Thursday. We have had a few disagreements about formatting. We have had to modify and change our format a few times and that has slowed us down. We are trying to get the document up to par. We are at the point where we are signing things. Hopefully, it will be in the mail soon. Dr. Curry will be meeting with Barbara Beno (ACJC), sometime in January and she will have the document in hand. We are on track and we'll be ready for the site visit in March. P. Marcoux: What is the big process to get accreditation? A. Gillis: We will know more after our site visit. I believe Dr. Curry's timeline is within the next 1-2 years. We are learning as we go. Chris Halligan: Dr. Curry told me that Barbara Beno is going to look over the document herself during the holidays and give us some pointers and feedback. You can't get any better than that! I believe it is a year. Paul Flor: I would like to thank everyone on this campus! We were following several other models, Alan Hancock being one of them. We are getting the answer sheet as we are preparing the report. Chris is right, Barbara Beno has agreed to meet with Dr. Curry on January 5th. We are a poster child, we are getting tremendous support from the state and they want it to be flawless. We are getting tremendous support from here as well as the state. This should be relatively smooth. From the outside looking to us, you don't see all the rush and work that has gone into it. Amber and Jennifer Hill, who has become our accreditation editor, worked on one Saturday from 8:00 am - 11:15 pm. I was there and couldn't last past 2:00. Because of the size of our staff, it becomes more involved. It is coming in pieces like Humpty Dumpty. KDD: We should make a motion to endorse the work, which empowers me to sign in support of the document. P. Marcoux motioned and Chris Wells: seconded. Motion passed, congratulations!

F. NEW BUSINESS

Education Policies: AP 4236 Credit for Military Service

C. Gold: We have an emergency item on the agenda for today. It is being brought to you from Ed Policies with the endorsement from the executive committee. As an emergency item, we are going to be discussing it and voting on it today. I need a motion before we can start talking about it (pg. 32). C. Wells moved, P. Marcoux seconded. The nursing program needs to have some language in place to maintain their accreditation. This comes out of the senate bill 466, which was recently passed. It empowers the Board of Registered Nursing to be able to revoke accreditation for programs that aren't giving students credit in the field of nursing for military education experience. They can start doing this as of January 1, 2017. We won't be back together for quite some time, so we want to make sure they have their ducks in a row. We want to support our nursing program. We had counselors that gave their feedback and approval. This is more procedural rather than policy. We would provide overarching guidelines. That way if the details change, the procedure doesn't have to. Some of this is already in our College Catalog. We added how they will be applying credit. Any questions? KDD: If there are questions in January, we can come back to this to hammer out the details, correct? C. Gold: The counselors had a lot of conversation about the specifics. They are going to meet again and possible form a task force to hammer out the details. This provides an umbrella. KDD: All those in favor of passing 4236? All were in favor. The motion carries.....Thank you to C. Gold and her team. C. Gold: The nursing department thanks you!

Outstanding Adjunct Faculty Award

Stacey Allen: Now we have some more celebrating to do. Before we begin the award presentations, I'd like to thank those who took the time to nominate adjunct faculty for this recognition as well as the selection committee who spent considerable time and effort reviewing extensive nomination materials:

- Dipte Patel, Dean of Counseling and Student Success
- Evelyn Uyemura, ESL Professor
- Syrah Navid, ASO Senator for Health Sciences and Athletics
- Kim Nguyen, Psychology Instructor and recipient of the 2015 Outstanding Adjunct Faculty Award

This award was established in 2010 by the Academic Senate to honor exceptional adjunct faculty members who demonstrate the highest level of commitment to the college's mission and to student learning and teaching. Before we introduce the 2016 recipient of this award, I'd like to recognize four of our colleagues who the selection committee felt were worthy of recognition. They will receive an Achievement Award for Distinguished Teaching and Student Learning for their instructional excellence and innovation.

- Brandi Marsh – KEAS Program Coordinator
- Sanda Oswald – Biology Instructor
- Malinni Roenun – Human Development Instructor

- Karl Striepe – Political Science Instructor

And now, I am pleased to announce this year's Outstanding Adjunct Faculty – **Dustin Black!** Nominated by Senate President Kristie Daniel-DiGregorio, she praises Dustin's "passion for history, his commitment to lifelong learning and his steadfast support for college initiatives." Dustin is an adjunct assistant professor of history who began teaching at the Compton Center in 2010 and came to El Camino in 2011. His student-centered approach to teaching "is guided by the belief that building sincere rapport with students paves the way for transformative education while strengthening their sense of individual worth and personal agency." This passion and commitment is clearly appreciated as one student declared, "You are by far the best professor I've had and I hope you continue to touch and impact your students just as you did for me." He is faithfully committed to student success as well as professional development which is demonstrated in his high level of involvement on both campuses. Dustin serves on a number of committees including Academic Senate and the Faculty Development Committee, in addition to serving as the advisor to the Alpha Gamma Sigma Honor Society at the Compton Center; meanwhile, he is currently working towards a Doctorate in Education at UCLA. Dustin has received many honors for his dedication to professional development and student success. He was recently awarded a Certificate of Recognition by the California State Senate for his "commitment to create a campus community that emphasizes respect, integrity, and diversity," he received an Achievement Award for Distinguished Teaching by the ECC Academic Senate in 2014 and 2015 and was awarded Outstanding Adjunct Faculty at Compton in 2013. It is with great pleasure that we recognize Dustin Black as the 2016 Outstanding Adjunct Faculty at El Camino College.

D. Black: This is a very generous introduction. Thank you Stacey, Claudia and Kristie for their support. Thank you to the selection committee. Thank you colleagues in my division, department and campus-wide. I have had the privilege to collaborate with them. Thank you fellow awardees; it is a real honor to be counted in your company. You have my respect and applause. I got a student evaluation this semester that said, "I don't know how he did it, but Professor Black managed to make history interesting." I counted it as a victory. I encourage my students to imagine a brighter future for themselves. For all of my appreciation today, I should reserve the deepest well of it to the individuals, most of the time, almost make me forget this is work. Thank you again.

G. INFORMATION ITEMS –DISCUSSION

ECC Comprehensive Master Plan

KDD: We have space on the agenda to discuss the EMP. Dr. Jeanie Nishime: The CMP is in the works. The senate has had the opportunity to see the EMP and TMP. You have not seen the FMP or the staffing. We are still working on this. Our timeline is being shifted a bit. We have moved it to February for the first reading, March to adoption. Our current MP is good until the end of June, 2017. We are still ahead of the game, thanks to Irene and the incredible hard work she and the faculty team have put into making sure that our process is integrated, and has had full input from faculty, students and staff. It is a great beginning for our next 5 years. We will have another presentation on the 21st of February. Thank you.
<http://www.elcamino.edu/administration/ir/docs/planning/DRAFT%20Comprehensive%20Master%20Plan%202>

Compton Center Comprehensive Master Plan

P. Flor: Similarly, we are also a work in progress. We have already looked at a good portion of this, including the FMP. It is an ambitious Facilities Master Plan. We are in the process of looking at Technology this week. Staffing, as Dr. Nishime has said, no one has seen yet. It will probably come in spring. It has been a challenge, working on the CMP and accreditation simultaneously. Again the document is on line, it is likely to be revised. You can forward questions to me and I will forward them along.

http://www.compton.edu/adminandoperations/provostceo/Documents/2017_CCCD-CMP_Nov11-2017_DRAFT.pdf

Irene Graff: I would like to put in a quick plug for the degree and certificate reports and the timely completion reports which will be out this week. Both campuses showed a dramatic increase in degrees and certificates awarded.

KDD: I forgot to mention financial aid resources that are available to our students, regardless of their immigration status. The California Dream Act. EOPS program. You have a business card for Lizet Salazar, she is a phenomenal resource for our students.

H. FUTURE AGENDA ITEMS

- a. Ed Policies: BP/AP 5010, AP 5011 Admissions and Concurrent Enrollment, BP/AP 3710 Securing of Copyright & BP/AP 3715 Intellectual Property
- b. Student Success Initiatives (SSSP, SEP, BSI, BSSOT, MMA, etc.)
- c. Enrollment Management Plan, including Dual Enrollment Initiatives
- d. Strong Workforce Program

I. PUBLIC COMMENT

P. Marcoux noted Patty is going to retire during vacation. She just happened to mention it. She was trying to sneak away.

Lance Widman: There will be a great party on Saturday night. The outstanding adjunct faculty award winner will buy the first round of margaritas.

KDD: Thank you everyone for a wonderful semester. Happy Holidays!

J. ADJOURN

I. PUBLIC COMMENT

J. ADJOURN

The meeting adjourned at 1:40 pm
TG/ECC Fall 16