

## ACADEMIC SENATE MINUTES

November 15, 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 sixth Academic Senate meeting of the fall 2016 semester to order on November 15, 2016 at 12:30 p.m.

### **B. APPROVAL OF MINUTES**

See pgs. 7-12 of packet for minutes from the November 1 meeting. There was approval of minutes as amended. P. Marcoux motioned to approve, C. Striepe seconded.

### **C. OFFICER REPORTS**

#### **a. President – Kristie Daniel-DiGregorio (pgs. 13-15)**

KDD noted that the executive committee voted unanimously to ask the senate to add a topic to the meeting agenda. She explained that we need to add an item under New Business; Resolution of Support for All Students. This is urgent and can't wait until the December Senate meeting. We are in week 12 and we don't want students to have anxiety and feel vulnerable about their education. Do we have a motion to add an item to the agenda to discuss a resolution of support for all students? P. Marcoux motioned and R. Lozano seconded to add this agenda item. Unanimous approval for this motion to add a new agenda item under New Business.

KDD Welcomed Dean Amy Grant, Natural Sciences Division. Dean Grant has a Ph.D. in Chemistry from UCI (it took her 7 grueling years). After graduate school, she moved to Japan, taught English and traveled extensively overseas. When she ran out of money, she returned home and got a job. Taught chemistry for 16 years, has been Dean for about a year.

The ASCCC offers an Exemplary Program Award. Congratulations to Educational Development, from the Health Sciences and Athletics Division. They were selected to be El Camino's representative to the ASCCC. They offer 15 courses in an approach that they refer to as a combination and collaboration with their colleagues at the SRC. Congratulations to Professor Julie Land and her colleagues. We appreciated the support from Dr. Maloney for this nomination. Part of the requirement was to get support from your college President. She was very enthusiastic about this endeavor. Also, thank you to the selection committee, Traci Granger and Stacey Allen.

Two weeks ago, C. Wells and KDD represented ECC at the Fall Plenary for ASCCC. At the plenary, there are a lot of things happening; you can attend workshops and hear keynote speakers talking about issues relevant to the CCC's. As a body, we also consider resolutions that would guide state level ASCCC initiatives or efforts at the individual colleges. KDD gave us an overview of some things from the plenary that rose to the top. The overall theme was the reaffirmation of the importance of the 10+1 purview of the AS and how beneficial it is for our colleges to have access to and input from faculty expertise in each of these 10+1 areas. Some of the key areas include dual enrollment, minimum qualifications, the impact of local programs, standards for curriculum, SLO's, and grading. There was discussion about the MMA's (multiple measures assessment) reminding us that placement assessment does not only impact Math and English, the prerequisites or recommended prep affects a lot of curriculum on our campus. It is important to have input from all faculty when considering MMA. CTE was probably the most popular topic. Thank you again to Professor Mark Fields, who is our CTE liaison to the

ASCCC. Some of the resolutions that passed include; The Statewide Integrated Library System, as did the English Language Learners in Equity and Scorecard Categories, modification of the CCCApply application, approval of Associate Degrees for Transfer which includes courses pending C-ID approval.

Many of you asked for information about legislative updates, what is happening at the state level, and how it affects Community Colleges. If you picked up information from the plenary, there are copies of a newsletter giving legislative updates. Some of these we have talked about in our meetings, including: shower facilities for homeless students; classes that require only free, digital educational materials; specific minimum standards for PT faculty.

KDD introduced Evan Hawkins, Associate Director, Faculty Association of California Community Colleges (FACCC). He was invited to share some of the things that happened this past legislative session that might impact the CC's. What he is anticipating coming up in the next year and what it all means. Evan Hawkins thanked us for inviting him and promised to be brief. He informed us that the FACCC works closely with the State Academic Senate as well as the CFT. One of our top priorities was AB 1690 (modified to SB1379), regarding minimum standards for PT faculty in bargaining. We wanted to increase funding for mental health issues. We got the legislature on board but the governor vetoed it because there wasn't enough of a funding source. But we are going to keep working on it because we think it is important. Another bill passed, AB 404, which has to do with accreditation. The state budget in recent years has been good, we've had a few years of surpluses. Do you remember the cuts from back in 2012 and prior? FACCC has been working on more FT faculty hiring. Two years ago, we got about \$63 million into the state budget which helped with that. Fortunately, Prop 55 just passed, which increases funding for CC's. That was crucial! The presidential election brings about a lot of uncertainty. Higher education doesn't have too much to say about it, yet. We will be ready for anything that hits us in the next few years. California has the best higher education system in the world. There is a lot of uncertainty, it is a wake-up call for a lot of people. We need to be more engaged to represent the faculty. If you have any questions, or need more information, contact Evan at 916.447.8555 or ehawkins@faccc.org.

There are a number of things happening on campus in response to last week's election, including an event tonight in the Alondra Room from 5 – 6:30 pm. This is a student event (faculty were asked not to attend so the focus could be on students), sponsored by FYE, Transfer Center, Puente, and Counseling. We want to create a safe space for students, and there will be more opportunities at a later date. Many thanks to Rene Lozano, Counseling Center, Cynthia Mosqueda, and many others who were involved in helping to provide this for our students. R. Lozano noted that the idea is to get students to realize they have support here at El Camino. We will be informed and updated as needed. There are some other events underway. The Student Development Office is also working on some events forthcoming.

KDD gave a quick recap about the Faculty Identification Process, which is Co-Chaired by VP Jean Shankweiler and KDD. Today is the big unveil at 2:30, to find out the results of the rankings. That will yield the priority list. Job announcements will be out in December. There will be approximately 17 positions approved. We will need many search committees, so please consider serving on one of the hiring panels.

There will be more information about the Study Abroad Program during the spring semester. It will be a chance to see Central Europe with Karen Whitney and Sean O'Donnell.

### **b. VP – Compton Education Center – Paul Flor**

This month we are in the process of looking at our comprehensive Educational Master Plan and Facilities Master Plan. Technology is coming in December. Our staffing plan will come in January. A lot of faculty participated in reviewing these plans. We are supporting our students and we want them to feel at ease. We are planning on offering a statement of support for all students to convey solidarity with the post-election developments.

### **c. Chair – Curriculum – Allison Carr**

Here is the list of full-course reviews:

AJ 10, CHEM 4H, COSM 3, COSM 2A, ESL 6, ESL 100, ESL 4A, ESL 4B, GERM 3, SOCI 110, THEA 113

\*GEOG 5H was tabled until the Dean can confirm a change to one of the typical assignments.

Full Program Review Approvals:

English – ESL Certificate of Competency, General Science – General Science A.S. Degree

Consent Agenda Approvals:

FTEC 4, 5, 20, 128 (inactivation) 130, 131, 132, 133, 134, 135, 137, 138, 139; JOUR 1

Janet Young was unanimously voted as Chair Elect for a two year term beginning Fall 2017. We are very fortunate to have Janet; she is experienced and will do a GREAT job! For more information, check out the website to get details of our minutes. <http://www.elcamino.edu/academics/ccc/>

### **d. VP – Educational Policies – Chris Gold (pg. 16)**

No report

### **e. VP – Faculty Development – Stacey Allen (pgs. 16-17)**

The FDC minutes are on pages 16 – 17 and we have been very busy. PRIDE is the new leadership academy that we have been developing since September. It was a vision of Dr. Maloney's. At the same time Dr. Maloney had this vision, coincidentally the Chancellors Office issued proposals for grants. We applied for a grant for up to \$50 k. We were one of 20 colleges selected. It was mentioned that our application was one of the most competitive. It is very exciting! We were granted over \$49 K. I will have more information at a later date.

Fitness and Fun for Faculty is now called.... Fitness and Fun for All. This is more inclusive of our entire college community. It is open to faculty and staff across campus. Our next meeting is Thursday. Kim Jones and Joy Zhao will facilitate.

Getting the Job workshop "Part 1, the Application" which will be held in two weeks, is on Dec 2. Please encourage the adjunct faculty to attend. The announcement will go out on the listserv soon. The workshop will cover how to write a cover letter, etc.

At the last meeting, I mentioned that the deadline had passed for submitting nominations for The Outstanding Adjunct Faculty Award. We will have an awards ceremony at our last Senate meeting on Dec. 6, to recognize our recipient. I am proud to announce that our two adjunct senators were both nominated. Dustin Black has been chosen as the 2016 Outstanding Adjunct Faculty.

### **f. VP – Finance – Lance Widman (pgs. 18-19)**

L Widman said PBC is in the planning phase, and there are many planning issues going on right now. There is great introductory material about the EMP and the Technology Plan. This will continue for another month, until we approach the January time frame for the submission of the budget by the governor. A lot of planning issues

are being dealt with. If anyone would like to serve as an alternate on the PBC committee, this committee deals with money and program review. Please contact L. Widman or Josh Troesh if you are interested in serving.

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

The Academic Technology Committee minutes start on page 20. We are still trying to schedule another meeting this semester, to talk about the Technology Conference. We have a NEW date, Friday, March 31 probably from 9 until 2:00. We are still looking for ideas for themes, guest speakers, workshops, etc. If you have any ideas, please let us know. The Tech Committee has a meeting after this one. We are going to be talking about current projects, life cycle in classroom standards, finding a program to schedule classes. So we can be more efficient. I have one other announcement related to technology. Dr. Shankweiler approved a literary journal for ECC employees. We will start that in the fall. We will accept submissions for photography, art, essays, short stories, poems. An editorial team will evaluate the submissions. KDD: Can we submit family vacation pictures? Thank you, Pete and Dr. Shankweiler.

#### **h. VP – Instructional Effectiveness/Assessment of Learning Committee/SLO's Update – R. Serr**

All faculty should be getting a survey as part of the accreditation process. It is to evaluate our assessment process. Please send that back to us. Program review is rolling right along. End of semester is coming up. Don't forget your SLO assessment.

### **D. SPECIAL COMMITTEE REPORTS**

#### **Dr. Jean Shankweiler - VP of Academic Affairs**

Dr. Nishime won't be here, she is at another meeting. We have the Faculty ID meeting today where we have the "big reveal." The list is open voting, so you can see how everyone voted. It will be a recommendation for Dr. Maloney. We may have about 17-20 positions approved, which is a rough estimate. It also depends on the retirements that may come in, so the number may increase. I want to follow up on what Paul said. Compton is working so hard on their accreditation. I spend the weekend reading their accreditation report and it is coming together. Dr. Nishime asked me to mention the task force about students that need care...there is a drive that will collect hygiene items until the end of the semester. There will be bins set out to collect items. CARE/Cal Works will also have their "Adopt a Family" drive, so keep your eyes open for that. Tonight we have the activity for the undocumented students that are uneasy with the election results. There is interest in workshops or lectures. Please coordinate with Dr. Nishime and I, so we know what information is going out. We want to make sure the message is correct for all students and that nothing is contradictory. Dr. Maloney asked at cabinet..."So, what does your school do for the holidays?" We all looked at her and said, "Uh..."So we got a task force together and we are going to have a small reception on Dec. 15 from 12- 2:00pm. Luukia will put out a Save the Date flyer. We are going to have small amounts of finger foods. We would like for people to make small donations of finger foods (so we don't need knives, forks, etc.) reflecting however you celebrate the holidays. Whatever holiday you celebrate. You can drop in and eat and visit and leave. The highlight of the event will be announcing the winner of the Door Decorating Contest. Dr. Nishime will send out the guidelines. As an incentive, there will be a traveling trophy for the winner. Start looking for the announcement. KDD: Who will be Santa?

#### **Dr. Jeanie Nishime - VP of Student and Community Advancement**

Dr. Nishime had a scheduling conflict for today's meeting.

## **E. UNFINISHED BUSINESS**

### **Campus-Wide Emergency Response Drill**

KDD: We have received plenty of feedback from faculty and students concerning the drill on 11.9.16. I am going to pass around a clipboard, so senators can indicate if they had trouble hearing the announcements on the Cisco phones. Chief Trevis was unable to attend today, but we will forward him all notes and suggestions because he wants feedback. Senator Ashley Gallagher proposed that the Senate debrief the drill. Many Senators provided feedback on what worked, what didn't, challenges, suggestions, other comments. Some of the comments/suggestions were...the phones didn't work as well as they thought. How can students be encouraged to be leaders. Some students were resistant to having a drill. Safety is on students' minds. Students expressed concerns about glass doors. Some of the suggestions that Senators/students came up with: We need a stronger police presence on campus. Men are also vulnerable, not only women. Survey students to see who may have first aid and CPR training. Provide more training and workshops. We should have more dialogue on this issue. A majority of the Senators supported to have one drill/semester.

### **Canvas Implementation and Support (pgs. 27-41)**

KDD welcomed Howard Story, Faculty Coordinator Library Learning Resources. We are grateful for Howard and his team for the implementation as we migrate from Etudes to Canvas. H. Story noted that the OEI rubric is required to participate in the statewide course exchange, it promotes student success and teaching quality, and the transition to Canvas presents an ideal opportunity to implement the rubric. The Distance Education Advisory Committee recommended to adopt the OEI rubric for ECC online classes. It is a very good document and rubric. Canvas is just a tool. The OEI received a lot of funding. The proposal was to help us with the quality and student success. Part of the OEI is that there is a group of colleges in a pilot. Hopefully, ECC will be part of this pilot. Using the rubric helps make sure our courses maintain good quality. It serves as a basis for evaluating our courses. I urge you to put a motion through to adopt this. It is a critical time. We are adopting a new CMS. KDD asked for a motion to adopt the OEI rubric; P. Marcoux motioned to adopt the OEI, M. Fields: seconded. Discussions? There was a question concerning how many serve on the DEAC? H. Story: DEAC is about 12 members, 90% faculty, M. Fields is a member, C. Gold has agreed to come back and serve. Faculty need to use the rubric to critique their own course. It is nice to have consistency, we have faculty teaching at other campuses. So this would serve as a standard if someone teaches elsewhere. KDD: All those in favor? All were in favor with 1 abstention to the voting. Motion carries.

### **Canvas Implementation Timeline**

H. Story: I have a quick update. Our recommendation came through during the spring semester. Over the summer we signed an agreement with OEI. We are officially on board. We have been working with IT to get everything in place. We are also developing a pilot for winter 2017; the goal is to make Canvas available to all classes by spring 2017. It is a lot of work, but we are making headway. Training is a huge part of this. This Friday, a Canvas instructor is coming out to have two training sessions. Additional training will be coming from Professional Development. The emphasis is on on-line and hybrid instructors. There will be more training during winter. We want to have online, face to face, and all types of help. Unofficially, DEAC has been a subcommittee for the AS. All the recommendations have always been to the AS group. Can we make this group a subcommittee for the AS? At PCC the handbook has been developed by the PCC Academic Senate. We should formalize the arrangement. You need people to have the cross dialogue. KDD: In order to make this change, we would need to change the constitution. We would need a 2/3 vote from all faculty. We need to investigate the process of making DEAC a subcommittee to AS. C. Striepe motioned, P. Marcoux: seconded. Motion passes unanimously. Thank you very much Howard for all the work!

## **F. NEW BUSINESS**

**Proposed new agenda item: Resolution of Support for All Students**

KDD: I sent an email out yesterday about a proposed resolution. C. Gold drafted this for us. C. Gold: There is anxiety among students whether documented or undocumented here and across the nation. We want them to know we value them and want them here. The chancellor issued a statement and a press release to that effect. Telling students that California does value diversity. Our campus president also issued something very similar about our mission and diverse student body. We would like the AS to support both these statements. We want our students to be reassured. President Maloney's statement is on the front. The back has the Chancellors statement and press release. We need a motion to discuss this. P. Marcoux motioned, J. Troesh: seconded. There was much discussion about the wording of the statement and the students concerns. R. Lozano noted that we are ultimately responsible to our students. We revised the wording, the motion unanimously passed.

### **Compton Self-Study**

Paul Flor and Amber Gillis: We have been working hard on this. We currently have 397 pages, in our second draft. A team comprised of approximately 45 faculty, staff and Administrators have all contributed to the completion of the draft. We please ask everyone to take a look. We are grateful for any and all input that you might have. If you have suggestions or comments, please send them to Amber Gillis at [agillis@elcamino.edu](mailto:agillis@elcamino.edu)

Paul: We are in our 2<sup>nd</sup> draft. We are still in the editing process. We want to have something where this body will endorse and approve this. It needs to be ready to send off in January. Those who are working on it will work on it through the holidays. Go to the Compton website to find it.

[www.compton.edu/campusinformation/accreditation/docs/ComptonCenter\\_Self-Evaluation-DRAFT](http://www.compton.edu/campusinformation/accreditation/docs/ComptonCenter_Self-Evaluation-DRAFT)

## **H. FUTURE AGENDA ITEMS**

Information: Comprehensive Master Plan, Dr. Jeanie Nishime (12.6)

Outstanding Adjunct Faculty Award: Stacey Allen, VP Faculty Development (12.6)

Ed Policies: BP/AP 5010, AP 5011 Admissions & Concurrent Enrollment, BP/AP 3710 Securing of Copyright & BP/AP 3715 Intellectual Property

Student Success Initiatives (SSSP, SEP, BSI, BSSOT, MMA, etc.)

Enrollment Management Plan, including Dual Enrollment Initiatives

Strong Workforce Program

## **I. PUBLIC COMMENT**

### **J. ADJOURN**

The meeting adjourned at 1:57 pm

TG/ECC Fall 16