

ACADEMIC SENATE MINUTES

September 5, 2017

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 first Academic Senate meeting of the fall 2017 semester to order on September 5, 2017 at 12:31 p.m.

KDD looked to see who was wearing their ECC “Ask Me” button. If they were, they received a raffle ticket, possibly to win a pumpkin-spiced latte. KDD also thanked all who participated and supported the program. There are 860 buttons out there! Hopefully, our students will get the help and support that they need on campus.

B. APPROVAL OF MINUTES

See pgs. 5-17 of the packet for minutes from the May 30, 2017 meeting. P. Marcoux moved, S. Bray seconded, and there was unanimous approval of minutes.

KDD asked for a motion to suspend our usual order of business so we could jump down to “ITEM G”, which is our Information Items and Discussion. As a collegial consultation committee, we need to have an orientation once a year and it makes the most sense to start with our orientation instead of during the middle of our meeting. Do I have a motion to suspend our normal order of business? P. Marcoux moved, S. Di Fiori seconded. The motion passed.

G. INFORMATION ITEMS –DISCUSSION

Collegial Consultation Committee Orientation: Academic Senate

KDD: I would like to start with introductions, which is part of the orientation. Please take a few minutes to think about the number of years you have served on the Senate. Tell us your name, your department, and how long you have been serving the Senate. All senators conveyed this information to the group. P. Marcoux was the one standout, he has served for 15 years and he started serving when he was 12 years old! We do have 13 new members of the Senate and we have several colleagues who have served 10 or more years in the Senate.

New Senators include:

- Josh Casper, Behavioral and Social Sciences
- Seranda Bray & Rocio Diaz, Counseling
- Sean Donnell & Kate McLaughlin, Humanities
- Dylan Meek & Renee Newell, Industry & Technology
- Analu Josephides & Gary Medina, Library Learning Resources
- Dominic Fanelli, Lars Kjeseth, Oscar Villareal, Mathematical Sciences
- Shanna Potter, Natural Sciences

Thank you to our new senators and to all of those who helped recruit colleague to fill vacancies.

We could dedicate this whole meeting to an orientation, but we do have other business we need to attend to so we'll just hit some of the highlights. We want senators to have an understanding of the Senate and to know where to find answers if they have questions. You have in front of you a number of handouts. One

is our updated handbook. This is your copy and you can put your name on it. It is also posted on the Senate website for a quick reference. There are a couple of party favors: Smarties and I never miss an opportunity to promote Human Development Courses, so you have a Human Development pencil as well. Each of you on your table should have a meeting packet. You may need to share this. There are also clickers in front of you that look like calculators. Instead of talking you through all this info, we thought it would be more fun to have a clicker quiz and a scavenger hunt. A quick orientation to your Senate Handbook: the first page gives you an overview of the type of information that is in here. This includes how the senate is organized, what some of the justifications are for the senate, more details about subcommittees, how we differ from the Federation, and collegial consultation which is how we make decisions on campus. For the clicker quiz, we are going to use the first four pages of your Handbook. It is a paired quiz, so it isn't cheating to talk to the person next to you. There was a review on using clickers. Then the Clicker Quiz began.

Question #1: The Senate purview encompasses how many areas? The answer is on page 1 of the Handbook.

- A. 10
- B. 11
- C. 12

Most of the Senators got the correct answer, "B", 11.

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: Why does ECC have an academic senate? In other words, which of the following organizations empowers the ECC academic senate? The answer is on page 2 of the Handbook.

- A. ECC Board of Trustees
- B. The state Chancellor's Office
- C. The state government

Most of the Senators got the correct answer, "C", the state government.

It all starts with state law, AB 1725 from 1988; which had a significant impact on the organization of community colleges. Our responsibility is in academic and professional matters. Any laws that have to do with education are then enshrined in the Education Code (Title 3). The Board of Governors spell out how it will be implemented in greater detail with the California Community Colleges. Title 5 says that the academic senate's primary function is to make recommendations with respect to academic and professional matters. You will see references to Title 5 when looking at policies.

Question #3: When the ECC senate votes on a policy that falls within its 10+1 purview, its word is the final word. The answer is on page 3 of the Handbook.

- A. True
- B. False

95% of the senators had the correct answer, “B”, False.

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 #4: The senate and the union purviews are entirely separate and the two organizations must not intermingle. Page 3 has clues for you.

- A. True
- B. False

Some confusion here, but most got the correct answer, “B”, False.

We have separate but overlapping purviews. We are looking at academic and professional matters. The Federation is looking at working conditions. We are lucky on our campus that we have a close working relationship with the Federation. This is important in the areas where we overlap. There is overlap between sabbaticals, flex, obligations, faculty evaluations, SLO’s, tenure review. Chris Jeffries and Carolee Vakil-Jessop both serve and work closely with us. They work on the Ed Policies and Faculty Development Committees. We are very fortunate that we have strong collaboration.

Question #5: How long is the term for a senator on the ECC Academic Senate? Look on page 4.

- A. Three years
- B. Four years
- C. Lifetime

Yes, it is “A”, three years.

Hopefully, it doesn’t feel like a lifetime. For full-time faculty, there should be one senator for every 12 FTES. We have 44 FT senators from approximately 520 FTEF. For adjuncts, 2 senators represent 350 PT Faculty. That is why it is important to get back to your constituents and relay what is happening at Academic Senate.

That is it for the Clicker Orientation. What I would like to do is to get into a little more detail with a Scavenger Hunt. Work with a partner, and we have prizes! You are going to use two documents, the Packet and the Handbook. We want you to get familiar with how to find information that you are looking for. Put your names at the top of the sheet, and find as many answers as you can in the time provided.

Here were the questions that senators worked on in groups of 2:

1. Name a senior senator. (These are notated with * on the front page of the packet.)
2. How many senate committees are there? (Seven, including a new one, the Distance Education Advisory Committee.)

3. What does IEPI stand for? (Institutional Effectiveness Partnership Initiative, found in the list of acronyms in the packet.)
4. What is the maximum number of senators a division can have? (12.)
5. What is the meeting attendance policy for senators? (Attend all meetings.)
6. Name the four practices of the Collegial Consultation Philosophy. (Collegial consultation, inclusiveness and communication, evidence and planning, and student success.)
7. How many Collegial Consultation Committees are there? (Six.)

All groups exchanged their sheets with another group to see how well they did. If you are a high performer, your name will go into the raffle. All answers were discussed and reviewed as a group. If you have a sheet that has all 7 correct, please send them forward for the raffle.

El Camino College District Budget: 2017-2018 – Josh Troesh (pgs. 18-21)

I am the faculty representative for the senate on the Planning & Budgeting Committee. The PBC has two broad goals. Basically, six months out of the year we spend time doing budgets; and six months out of the year we spend working on the master plan. The overview of the budget is on page 19 of the packet. The key issues to highlight regarding the budget: 1) We are in the first year of stabilization and 2) \$15 million was transferred to a fund earmarked for future STRS/PERS obligations. The college is taking a proactive approach in preparing for the STRS/PERS liabilities. Despite projected shortfalls, there are many back stops in place to ensure retirement funding will be available. Funding for TA's and technicians is included in the budget; the college has indicated strong support for student services. Fund 16 (a new fund), is not "locked up" but it's clear from the establishment of the account that the intent is to use the funds for STRS/PERS shortfalls. This shows a commitment from the administration to make sure our pensions are funded. If you would like to see more details of the final budget, which is the size of our senate packet, it can be viewed online.

Academic Senate for California Community Colleges – Renee Galbavy

This topic was tabled until the next meeting.

ASO Vice President, Academic Affairs – Bryant Odega

Mr. Bryant Odega is a Political Science major, planning to attend law school and possibly run for office. He is very into politics and policy. He highlighted three ASO initiatives: Metro U-Pass, Warrior Pantry, Flow Water system. Students are eligible for the U-Pass bus transit pass if they are enrolled in 6 units and qualify for the BOG fee waiver. Passes are available in the bookstore and ASO funded 50% of the costs for the first 50 students to enroll, (it only took 3 days for them to sell out), an incentive they plan to continue in the spring semester. The second initiative is the Warrior Pantry; they expect a soft opening in October. Mr. Odega noted that the response has been positive but that food and financial donations are still needed. Senators applauded the ASO initiative to install Flow Water systems on campus. We currently have five at various locations around campus. It helps the environment and reduces our carbon footprint. The students also think it is a huge success. The ASO will be working on maintenance of the systems this year. Bryant will be attending more of our meetings, so he will keep us apprised as more details get worked out.

Canvas Update – Chris Gold, Interim Distance Education Coordinator (pgs. 25-26)

The migration to Canvas is going well and feedback has been overwhelmingly positive. Almost 70% of the online classes are using it. Students are doing a great job and faculty seem to like it. If you are still

using Etudes, take the introduction to Canvas class. Next Spring will be the last term that we can offer classes on Etudes. We have a version of Datatel that only eight other campuses are using (we are cheap), so Datatel and Canvas will not communicate with one another. The integration tool is still not ready, so Gema Perez has been hard at work manually entering Datatel information. The fully online courses are the top priority. See the DE Updates newsletter, located in the packet, for more information about Canvas resources and training.

C. OFFICER REPORTS

a. President – Kristie Daniel-DiGregorio

Welcome to Debra Breckheimer, Interim Dean, Humanities. Faculty Position ID Process: 9/22 position requests due; 10/17 meeting to review requests. Fall Safety Drill: The Great Shakeout – Thursday, 10/19 at 10:19 a.m. more details to follow. Spring Safety Drill: Lockdown/Shelter-in-Place – At our next meeting the Chief will come in to discuss this with us.

We are going to have some updates about DACA at our next meeting. Cynthia Mosqueda and Rene Lozano will come into our next meeting with some updates. Please refer your students to our website, it is a great resource. <http://www.elcamino.edu/student-services/fao/ab540/>

There are also some travel restrictions, Assembly Bill 1887. <https://oag.ca.gov/ab1887>. It prohibits...[state-funded] travel to a state that, after June 26, 2015, has enacted laws that allow discrimination based on sexual orientation, gender identity, or gender expression. Affected states: Alabama, Kansas, Kentucky, Mississippi, North Carolina, South Dakota, Tennessee, Texas

Thank you for all who are serving on search committees. There will be many more to come!

b. VP – Compton College – Paul Flor

At our last meeting in May, we were still the Compton Center. At our Graduation Ceremony, hosted by Chancellor Oakley, he announced that we are now Compton College. Instructional buildings are under construction at Compton. We tried this summer for the first two weeks of the semester a valet service, to rave reviews. We are also trying it out this semester as well because of the parking shortage. Hopefully, it will reduce attrition because of frustration due to construction/parking. It is one of the initiatives that we meet our enrollment enrolment goals.

c. Chair – Curriculum – Janet Young

KDD: We are happy to welcome back Professor Young. J. Young: I am happy to be back as the Curriculum Chair, I missed working with faculty. Our new “team” is in place because Quajuana left in March. Portia got a new position in nursing. I was Curriculum Chair six years ago, so basically I know enough to be dangerous. Cindy Escutia is our Administrative support. We have been working very hard over the summer. There is a backlog in Curricunet, but we are making progress. Our first meeting is Tuesday, 9/12. We will be doing a lot of training throughout the semester. That will be one of our new focuses. There is a change that came from the Chancellors office. They would like to streamline curriculum. Colleges have been given the ability to approve our own courses with the exception of non-credit courses and degrees and certificates. We don’t need to send them to the curriculum office anymore and have them sit there for weeks. The downside to this is that there is a big weight of responsibility on the Curriculum Committee. Pilot courses can be approved and the turnaround for new courses is approximately one year. A. Amadjapour: So basically, we can design any kind of course now? JY: If

the Dean and the faculty agree and it meets Title 5 regulations. S. Bray: What is the timeline? JY: About a year.

d.VP – Educational Policies –Chris Gold

We haven't met yet, but for the next couple of meetings we will be working on minimum quals. Faculty Service Areas and Equivalencies. That will be our focus for early Fall. We will also be looking at our Professional Development Procedure.

e.VP – Faculty Development – Stacey Allen (pgs. 30-31)

I have a couple of slides you may have already seen from the Fall PD Day. I would like to honor our newly tenured faculty. The FDC will be planning a tenure reception for the Spring. We will meet next week, on opposite Tuesdays. Over the summer we got started planning in collaboration with Classified Professional Development, Health Sciences, and Faculty Development: Wellness Wednesdays. The first one is tomorrow and every Wednesday. Walk and Roll Wednesdays. Roll out recovery with Kim Jones from 12 – 1:00, Student Activities Center. Walks led by HSA faculty 2:30-3:00, meet at the south end of Murdock Stadium.

Thursday we are bringing back Informed and Inspired, “A Day in the Life of an ECC Student”, a student panel @ 12-1:00 in the library, West Basement. There was an evaluation for the Fall PD Day, if you haven't completed it, please do so. We want your feedback.

At the last meeting in May, there were concerns raised by faculty regarding flex procedures and policies. KDD and I met with Dr. Shankweiler and Professional Development over the summer. We will come back at another meeting to report and we have invited Lisa Mednick Takami to come and share during one of our meetings.

f.VP – Finance – Josh Troesh

I am assuming everyone has heard enough from me. No report.

g.VP – Academic Technology – Pete Marcoux

Academic Technology doesn't meet during the summer, we only meet during the semesters. Wireless Wi-Fi project is slowly moving along. The Library will be the last building completed. All the buildings that won't be getting torn down in the near future, should have great Wi-Fi. You will also notice that outside they are going to have transmitters. The campus will be blanketed. As soon as the students know they have good Wi-Fi, they will be using their laptops. All the main buildings should have them. The library should be done this fall. We got a new vendor, which was much needed.

h.VP – Instructional Effectiveness/ALC/SLO's Update – R. Serr (pgs. 32-35)

Just a reminder that assessments are due the 15th. There are a couple of workshops coming up. Read through the handout in the packets and the success stories, the percentages are in there, over 90%. The Program Review committee will be very busy. We are on track!

D. SPECIAL COMMITTEE REPORTS

Dr. Jean Shankweiler - VP of Academic Affairs

Given the time constraints, all remaining agenda items are postponed until the next meeting.

E. UNFINISHED BUSINESS

None

F. NEW BUSINESS

Senate Goals: Review 2016-2017 Progress, 1st Reading of 2017-2018 goals

H. FUTURE AGENDA ITEMS

Ed Policies: AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies; AP 7160 Professional Development.

Survey of Entering Student Engagement – Marci Myers

Technology Committee: Criteria for Document Management System RFP – Art Leible

Spring Lockdown/Shelter-in-Place Drill – Chief Trevis

SSSP/SE/BSI Integrated Plan Timeline

I. PUBLIC COMMENT

Scavenger Hunt Prizes! Great job to all teams who aced the scavenger hunt! Congrats to our raffle winners Kurt Hull & Yuko Kawasaki and to Mary McMillan and Gary Medina. Your prizes are in the campus mail (Pumpkin Spiced Latte here we come...!).

Ask Me Button Raffle! Thanks to everyone who is participating! Congrats to our raffle winners Christina Nagao and Chris Gold!

J. ADJOURN

Meeting adjourned at 1:58 pm

TG/ECC Fall 17

Adjunct (1 Year)

- Josh Casper
- Karl Striepe

Behavioral & Social Sciences

- Stacey Allen
- Kristie Daniel-DiGregorio
- Renee Galbavy
- Christina Gold
- Michael Wynne

Business

- Kurt Hull
- Phillip Lau
- Josh Troesh

Counseling

- Seranda Bray
- Anna Brochet
- Rocio Diaz

Fine Arts

- Ali Ahmadpour
- Daniel Berney
- Diana Crossman
- Russell McMillin
- Chris Wells

Health Sciences & Athletics

- Andrew Alvillar
- Traci Granger
- Yuko Kawasaki
- Colleen McFaul
- Russell Serr

Humanities

- Rose Ann Cerofeci
- Sean Donnell
- Pete Marcoux
- Christina Nagao
- Kate McLaughlin

Industry & Technology

- Ross Durand
- Dylan Meek
- Renee Newell
- Jack Selph
- Charlene Brewer-Smith

Excused: R. Durand

Library Learning Resources

- Analu Josephides
- Mary McMillan
- C. Striepe/G. Medina

Mathematical Sciences

- Dominic Fanelli
- Lars Kjeseth
- Matthew Mata
- Catherine Schult-Roman
- Oscar Villareal

Natural Sciences

- Sara Di Fiori
- Troy Moore
- Shanna Potter
- Ryan Turner
- Ann Valle

President/Superintendent

- Dena Maloney

Academic Affairs & SCA

- Linda Clowers
- Ross Miyashiro
- Jean Shankweiler

Assoc. Students Org.

- Bryant Odega

Compton College

- Paul Flor
- Chris Halligan

ECC Federation

- Carolee Vakil-Jessop

Curriculum Chair

- Janet Young

Dean's Reps.; Guests/Other Officers:

- Carolyn Pineda
-
-