

# ECC Academic Senate

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## Important note:

This file contains the presentation used at the Senate meeting. The president's informal notes have been added in **red**.

These notes have not been reviewed nor have they been approved by the Academic Senate; they were created to provide a prompt (but informal) report about the meeting.

For a comprehensive, official accounting of Senate meetings, please refer to Senate meeting minutes:

<http://www.elcamino.edu/academics/academicsenate/>.

Thank you!





# ECC Academic Senate

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APRIL 2ND 2019

**PLEASE SIGN IN & PICK UP NAME CARD**

# Agenda

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- A. Call to Order
- B. Approval of Minutes -- **Pages 6-14 in Senate packet.** Minutes were approved **without attendance.** Attendance records will come back for approval next meeting.
- C. Officer Reports
- D. Special Committee Reports
- E. Unfinished Business
- F. New Business
- G. Information Items/Discussion
- H. Future Agenda Items
- I. Public Comment
- J. Adjourn

# Welcome Division Personnel

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Dr. Christina Gold, Dean

Behavioral and Social Sciences

Dr. Gold is a familiar face at Senate, having served with distinction as President, VP Ed Policies and VP Faculty Development.

She's often asked why she moved into administration. She loved teaching, which she did for 25 years. She was ready for new challenges, she loves to learn new things, she enjoys going to meetings (no, she wasn't kidding!), and enjoys reading data and writing reports.

A little known fact about Dean Gold is that she and Alex Trebek started their television careers on the same show, "Reach for the Top," in Canada. Dr. Gold competed as a high school student, successfully answering the winning question with "Jelly Roll Morton." She doesn't remember what the question was or who Jelly Roll Morton is! 😊

# C. Officer Reports

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## a. President: Kristie Daniel-DiGregorio

### Academic Senate for California Community Colleges (ASCCC)

- Spring Plenary: April 11-13<sup>th</sup> @ Westin San Francisco Airport.
- Link to resolutions:
- <https://asccc.org/events/2019-04-11-150000-2019-04-13-230000/2019-spring-plenary-session>
- Topics include: Diversity & Equity, Budget and Finance, State and Legislation, Consultation with Chancellor's Office, Curriculum, Disciplines List, Technology, General Concerns, Library Learning Resources, Career and Technical Education.
- ECC delegate: Darcie McClelland, [dmcclelland@elcamino.edu](mailto:dmcclelland@elcamino.edu).  
Please contact Darcie if you have feedback about the resolutions being considered.

# C. Officer Reports

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a. **President: Kristie Daniel-DiGregorio**

**Academic Senate for California Community Colleges (ASCCC)**

Upcoming Events:

2019 Spring Plenary Session April 11, 2019 to April 13, 2019

2019 Career and Noncredit Institute April 25, 2019 to April 27, 2019

2019 Faculty Leadership Institute June 13, 2019 to June 15, 2019

2019 Curriculum Institute July 10, 2019 to July 13, 2019

2019 Fall Plenary Session November 7, 2019 to November 9, 2019

# C. Officer Reports

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## a. President: Kristie Daniel-DiGregorio

**Auto Awarding of Degrees.** Representatives from Senate, VPAA, Financial Aid, Admissions and Records, and Counseling will meet later this month. We will discuss the proposal to automatically grant degrees to qualifying students if it has been two years since they took a class. Faculty are invited to provide input to [kdaniel@elcamino.edu](mailto:kdaniel@elcamino.edu). The new funding formula and employment opportunities for students are among the benefits of auto awarding degrees. On the other hand, the statewide senate has raised concerns about impacts to financial aid (concerns which may no longer be relevant) and the need to have student consent before awarding degrees. SB484 addresses this topic. More discussion to come.

# C. Officer Reports

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## a. President: Kristie Daniel-DiGregorio

**Reporting Responsibilities for Sexual Assault and Gender-Based Misconduct.** At our last Senate meeting, there was some confusion about faculty responsibilities to report sexual assault or gender-based misconduct. Jaynie Ishikawa, our Title IX Coordinator, was consulted. She confirmed that BP/AP 3540 designates ALL faculty and administrators as responsible employees, meaning that we are required to report all known or suspected/reported incidents of sexual and gender-based misconduct (i.e., sexual harassment, stalking, intimate partner violence, sexual assault, etc.) to the Title IX Coordinator (Jaynie). Faculty must report, **regardless of how old the survivor is or how long ago** the allegations were. Thanks to Jaynie for clearing this up and always being available as a knowledgeable resource for faculty and for students!



# C. Officer Reports

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## b. VP Compton College: Amber Gillis

There is a lot happening at Compton. The campus food survey showed that 60% of students are starting their days without breakfast. Often their first opportunity for a meal is not until 2 pm. So Compton is starting a breakfast food program on campus as part of the Tartar Food Network. They have received a \$50k grant to support these efforts. Dr. Curry is providing leadership to develop a free meal program statewide.

The 3<sup>rd</sup> Annual Leadership Conference is coming soon; last year 150 students attended.

It was suggested that the National Library of Medicine may be a source of funding for the Compton efforts.

# C. Officer Reports

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## c. Chair, Curriculum: Janet Young

College Curriculum Committee minutes are available [here](#).

Dr. Young yielded her time to...herself: CCC By-Laws appear later on the agenda.

# C. Officer Reports

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## d. VP Educational Policies: Darcie McClelland

Educational Policies Committee minutes available [here](#).

Darcie reiterated that she welcomes input on the statewide senate resolutions. She's already heard from our librarians about one of the resolutions being considered. She uses her best judgement when voting on the resolutions, but always welcomes input from those most affected by the issues being considered.

# C. Officer Reports

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## e. VP Faculty Development: Stacey Allen

**Pages 15-16 in Senate packet.**

Faculty Development Committee minutes available [here](#).

See slides that follow for the excellent programs being coordinated by Professor Allen and our Faculty Development Committee. Professor Allen thanked Senator Analu Josephides for his leadership coordinating the recent Informed and Inspired workshop on “Contextualizing Native Hawaiian and Pacific Islander Student Experiences.” She reported the workshop was very powerful and engaging.

# Faculty Development Committee

## Sample Syllabus Statements to Support Student Success

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As you prepare for the upcoming semester, the sample statements below can encourage student behaviors associated with success and retention and help proactively address common challenges. Note that these statements are only *suggestions* and may be modified.



### Sample Statement RE: Title IX Employee Reporting Obligations

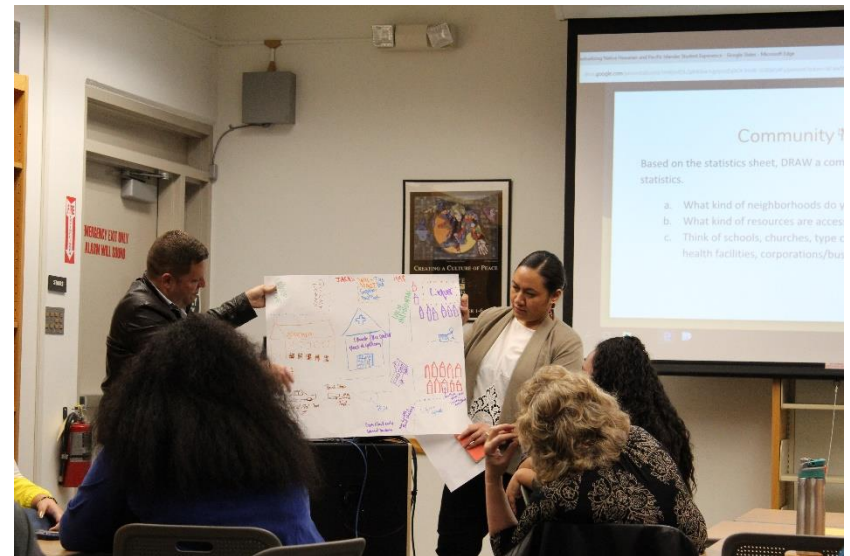
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You should know that if you reveal gender-based or sexual harassment, sexual assault, stalking or intimate partner violence to any instructor, we are required by law to report the problem to the Office of Staff and Student Diversity. However, psychologists are not required to report your incident. To speak confidentially with a psychologist, contact the Student Health Center for an appointment: 310.660.3643 or <http://www.elcamino.edu/studentervices/health>. For more information, visit <http://www.elcamino.edu/administration/hr/diversity/misconduct.asp>.

# Informed & Inspired

## Contextualizing Native Hawaiian and Pacific Islander Student Experiences

Presented by "Sina" Fifita, Mele Makalo & Nicolos Cruz of MANA



# Upcoming MANA Professional Development Sessions

- Tuesday, April 23, 1:00-2:00pm: NHPI Student Panel “Code Switching”
- Tuesday, May 28, 1:00-2:00pm: NHPI Resources presented by Analu Josephides

For more info on MANA, visit website

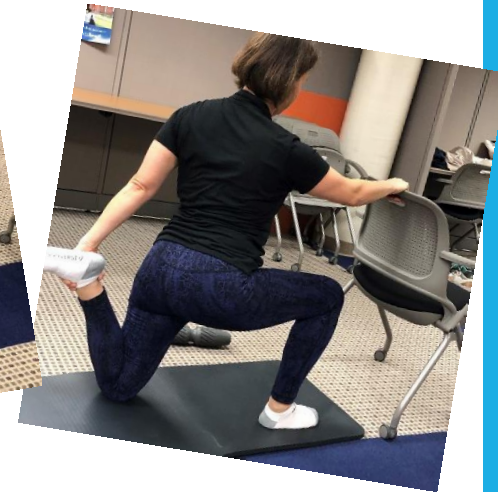
<http://bit.ly/ecc-mana>



# Wellness Warriors ~ Spring 2019

*Wellness Wednesdays and Thirty Minute Thursdays: 30 Minute Roll Out Recovery!*

Facilitator: Kim Jones, ECC Strength & Conditioning Coach





# Wellness Warriors ~ Spring 2019

*Lunch & Learn: Wellness Wednesdays*

Wednesday, April 3<sup>rd</sup> , 1:00-2:00 in the Distance Education Center

## **The “Second Brain”**

Learn about the gut and how it impacts immunity, chronic disease, mental health, and sugar cravings.

Presented by Kim Jones, ECC Strength & Conditioning Coach

**Register on Cornerstone and earn flex credit! 😊**

# C. Officer Reports

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## f. VP Finance & Special Projects: Josh Troesh

Planning and Budgeting Committee minutes available [here](#).

The PBC has been discussing the college's obligation for pensions. The college wisely set aside one-time monies for the dramatic increases in the district's contribution. In addition, Governor Newsom's budget recommends additional one-time funding. The college is tapping into the funds that were set aside; we are able to make the necessary payments because the monies were reserved. Employee contributions are not affected. The good news is that the college is in a good place and the state is moving in the right direction.

# C. Officer Reports

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## g. VP Academic Technology: Pete Marcoux

Professor Marcoux was thanked for his hard work organizing the Technology Conference. Anyone who has organized a conference knows it requires a LOT of time and coordination! The reviews have been overwhelmingly positive so he clearly did a terrific job! Professor Marcoux agreed that the conference went well. There were approximately 50-60 attendees and some great vendors. He yielded his remaining time to Professor Xocoyotzin Herrera so he could let senators know about the upcoming summer study abroad program in Spain.

Please encourage your students to consider applying. The deadline is April 15<sup>th</sup>. The cost is approximately \$3k and this covers housing and the summer tuition. Students may be able to use some of their financial aid to cover the costs. Dean Gold reported that Professor Herrera and Professor Argelia Andrade provide students with engaging learning opportunities and effectively balance adventure/fun with safety/accountability. For more information: [xherrera@elcamino.edu](mailto:xherrera@elcamino.edu).

# C. Officer Reports

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## h. VP Instructional Effectiveness: Russell Serr

See next slide for the excellent progress made on SLOs and PLOs. We have over 400 assessments and a 92% completion rate, which is great. Importantly, there are a lot of actions being implemented and recommendations being folded into program reviews. This all leads to resources and funding.

We have several divisions with 100% completion rates!

There are still a few stragglers. If you are among the said stragglers, please reach out to your facilitator or to Russell or Kevin Degnan.

Nuventive will be changed to reflect Spring 2019. Please respond to the SLO survey sent to the faculty listserv. The surveys are anonymous. Please answer if you are involved in SLOs in your area. Thank you!

# C. Officer Reports

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## h. VP Instructional Effectiveness: Russell Serr

### Campus wide:

SLO 378/410 = 92%

PLO 20-32 = 63%

### Divisions with 100%:

PLO 100% = BSS, FA, HSA

SLO 100% = Bus, Humanities, Math

# D. Special Committee Reports

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## a. **ECC VP of Academic Affairs: Jean Shankweiler.**

Meetings started this week with College Net to set up our new scheduling and calendaring system. There is a lot more happening, but, given our packed agenda, Dr. Shankweiler kept her report brief.

## b. **ECC VP of Student Services: Ross Miyashiro**

Thanks to Dean Robin Dreizler for serving in Ross's place for the meeting. No report.

# D. Special Committee Reports

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## c. **Distance Education Advisory Committee: Renee Galbavy, Academic Senate Distance Education Liaison**

The OEI Exchange is up for the summer and ECC has courses that will be included in the exchange. Faculty interested in participating in the exchange should begin ASAP because it takes some time to complete the approval process. The courses most in demand are Math, Communications, and science courses. There is a DE grant to support offering some CTE courses online.

A senator suggested a guide sheet to help students navigate the exchange. One of her students needed almost a month to complete all of the processes. DEAC is working on providing more information to support students. One of the challenges is that things are very fluid with the exchange at this point.

# E. Unfinished Business

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## a. AP 5520 Student Disciplinary Procedures: 2nd Reading

Darcie McClelland, VP Educational Policies [Senate Packet, pgs. 17-39](#)  
([Proposed Revisions, pgs. 17-32](#); [CCLC Template, pgs. 33-39](#)).

In consultation with Greg Toya, Director of Student Development, changes were made so faculty are informed when a student is notified that they have been accused of violating the Student Code of Conduct. Also, the impact of the violation on the complainant, other members of the college community, and the campus will be considered when determining sanctions.



# E. Unfinished Business

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## a. AP 5520 Student Disciplinary Procedures: 2nd Reading

Darcie McClelland, VP Educational Policies [Senate Packet, pgs. 17-39](#) ([Proposed Revisions, pgs. 17-32](#); [CCLC Template, pgs. 33-39](#)).

At the last meeting, there was a question about whether restitution can be included in this AP. It is standard practice at other colleges.

Some minor changes were made to clarify language re: the contexts in which these procedures apply.

The AP was tabled until it could be reviewed by Council of Deans. It will come back to Senate as the last stop before College Council and the Board of Trustees.

# E. Unfinished Business

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## **b. BP 1200 The El Camino College Mission, Vision, and Values: 2nd Reading**

Darcie McClelland, VP Educational Policies

**Senate Packet, pgs. 40-44.**

Changes to streamline BP 1200 were made in the Strategic Planning Committee, which has strong faculty representation. Revisions, as presented in the packet, passed unanimously.

# F. New Business

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## a. BP 4220 Standards of Scholarship: 1<sup>st</sup> Reading

Darcie McClelland, VP Educational Policies

### Senate Packet, pgs. 45-46

- Proposed changes, pg. 45
- CCLC Template, pg. 46

The three ed policies and College Curriculum Committee By-Laws that follow will come back for a second reading and a vote at the next Senate meeting, April 16<sup>th</sup>.

# F. New Business

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## **b. BP/AP 4222 Remedial Coursework: 1<sup>st</sup> Reading**

Darcie McClelland, VP Educational Policies

### **Senate Packet, pgs. 47-52**

- BP Proposed changes, pgs. 47-48
- AP Proposed changes, pgs. 49-50
- AP CCLC template, pgs. 51-52

# F. New Business

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## c. AP 4013 Work Experience: 1<sup>st</sup> Reading

Darcie McClelland, VP Educational Policies

### Senate Packet, pgs. 53-54

- Proposed changes, pg. 53
- CCLC template, pg. 54

# F. New Business

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## c. College Curriculum Committee By-Laws: 1<sup>st</sup> Reading

Janet Young, Chair, College Curriculum Committee

**Senate Packet, pgs. 55-67**

# G. Information Items - Discussion

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## a. Senate Progress Report

Kristie Daniel-DiGregorio, President

**Senate Packet, pgs. 68-70**

The packet provides a listing of the tremendous progress made so far toward the Senate's goals for 2018-2019. The list highlights completed projects (yellow) and those still pending (green). A complete report will be compiled at the end of the year.

# G. Information Items - Discussion

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## **b. Officer Elections: Call for Nominations**

Kristie Daniel-DiGregorio, President

*Senate Executive Board Elections: April 16<sup>th</sup>.*

Accepting nominations for:

- VP, Educational Policies
- VP, Faculty Development
- VP, Finance and Special Projects
- VP, Academic Technology

Elections for these positions will be held at the next Senate meeting. Please speak with the current leaders if you have questions or want more information. Submit nominations to [kdaniel@elcamino.edu](mailto:kdaniel@elcamino.edu). Thank you!



# G. Information Items - Discussion

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## b. Officer Elections: Call for Nominations

Kristie Daniel-DiGregorio, President

### ■ *Senate President*

The other news from the eboard is that KDD will wrap up her service as your Academic Senate president in June 2019. She has been honored and humbled to serve and had planned to continue through the end of her term, which is June 2020. However, her job as Mum needs more of her attention as her youngest enters her senior year in high school.

# G. Information Items - Discussion

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## b. Officer Elections: Call for Nominations

Kristie Daniel-DiGregorio, President

### ▪ *Senate President*

Following the Senate constitution, the Senate Eboard voted to have VP Ed Policies Darcie McClelland step in as president. She is an exceptional choice! Her experience with ed policies is invaluable, she has risen to leadership roles in the statewide senate, she understands governance and the Senate's purview, and she is smart and hard-working. She will have five former Senate presidents on our campus to help support her.

In the meantime, you're stuck with KDD and we have work to do! So, back to work! 😊

# G. Information Items - Discussion

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## **c. Noncredit Courses at ECC: Updates and Future Plans**

Matt Kline, English as a Second Language

# Noncredit

CliffNotes on noncredit and ECC

# Why me?

I volunteered to help the South Bay Adult Education Consortium

# What is noncredit?

1. 10 categories (e.g., home economics, parenting, etc.)
2. Repeatable and free
3. Grading options: no grade, pass/no pass, satisfactory progress, and letter grades
4. CDCP categories: basic skills, ESL, short-term vocational, and workforce preparation
5. Apportionment: positive attendance
6. Apportionment rate: CDCP at \$5,547 per FTES; regular noncredit \$3,347 (2018-19 Funding Formula FAQs at

[https://extranet.cccco.edu/Portals/1/CFFP/Fiscal/Budget%20News/2018-19/Funding\\_Formula\\_FAQ\\_May222018.pdf](https://extranet.cccco.edu/Portals/1/CFFP/Fiscal/Budget%20News/2018-19/Funding_Formula_FAQ_May222018.pdf))

# Current or soon to be offered noncredit at ECC

1. 8 regular noncredit ESL courses
2. 9 vocational ESL courses (e.g., ESL for Medical Terminology, ESL for Childhood Educators, etc.)
3. 3 ESL courses to help students with English needed to succeed in math classes
4. 9 mirrored ESL courses (exact copies of the credit ESL courses)

# Noncredit CTE courses in the pipeline

1. Automotive Technology (e.g., brakes)
2. Air Conditioning and Refrigeration (e.g., basic tool usage and customer service)
3. Construction Technology (e.g., basic forklift and OSHA 10)
4. Real Estate (e.g., real estate licensing prep courses)
5. ASVAB preparation
6. In-Home Support Services
7. Physical Therapy Aide



# Challenges and potential

## Challenges

1. Pay
2. Faculty load
3. Support services
4. Organizational structure

## Potential

1. 2017-2018 noncredit FTES at Mt. Sac = 7,611.22 vs. ECC = 18.97 (data obtained from CCCCO DataMart on 3/26/2019)
2. Beneficial to current students
3. Reach new students

# Agenda

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## H. Future Agenda Items:

- Ed Policies: AP 7160 Professional Development
- Strategic Plan
- Senate Constitution and Bylaws
- AB 705
- South Bay Public Safety Center

## I. Public Comment

## J. Adjourn

Did you make it to the end? If so and you haven't received a gift card yet this semester, email [kdaniel@elcamino.edu](mailto:kdaniel@elcamino.edu) and name one of the divisions with 100% completion in PLOs or SLOs. Have a great Spring Break!