

ECC  
Academic  
Senate  
April 17, 2018



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 Welcome!

April 17, 2018

**Please sign in &  
pick up a name card**



# Agenda

- A. Call to Order
- B. Approval of Minutes – **Senate packet, pages 6-14.**  
**Minutes were approved as presented in the packet.**
- 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

- Linda Ternes,
- Associate Dean, Mathematical Sciences
- KDD: There is some good news for Math students but sad news for ECC: at last night's meeting, the Board of Trustees approved Linda's resignation. She's being promoted to the classroom; she's joining the faculty at Orange Coast College. It's been a privilege to work closely with Linda on the Ed Policies Committee where we have appreciated her analytical skills, detail-orientation, work ethic and, most of all, her team approach.
- LT: I get to return to my first love, working with students. I'll miss working with colleagues on the Ed Policies Committee; this is one of the things I'll miss most. If you don't have policies, things don't work right. If you don't enforce your policies, things don't work right. Thank you for having me!
- (Congrats to Division Personnel from last meeting: **Dr.** Rory Natividad.)

C. Officer  
Reports:  
President,  
Kristie  
Daniel-  
DiGregorio

- **Please mark your calendar:**
- June 5<sup>th</sup> Academic Senate meeting is **confirmed**.
- There's strong support and respect for Senate purview at ECC, which means we have a lot of important business to consider before we break for summer. Thank you in advance for marking your calendars and planning to attend all of our future meetings this semester!



C. Officer  
Reports:  
President,  
Kristie  
Daniel-  
DiGregorio

- **ECC Talking Points (handout).**
- Thank you to Andrea Sala and the Foundation for sharing this terrific tool with the senators! This was given to the Board of Trustees at last night's meeting and is an excellent overview of "talking points" about ECC. Please keep this handy or pass along to someone who can benefit. Additional copies can be obtained from the Foundation/Scholarship Office, Communications 206.
- **ECC Events:**
- Planning Summit – this Friday, 4.20. Results of Bridging Study will be provided, Strategic Plan drafted.
- *Please help us get word out:*
- Town Hall Meeting – this Thursday, 4.19 in East Dining Room. Warrior spirit wear will be distributed!
- Employee Climate Survey will go out soon. Please ask colleagues to respond, especially part-timers who are often under-represented.
- [https://elcamino.co1.qualtrics.com/jfe/form/SV\\_bDUxIHWEcI3EVkV](https://elcamino.co1.qualtrics.com/jfe/form/SV_bDUxIHWEcI3EVkV)

C. Officer  
Reports:  
President,  
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Daniel-  
DiGregorio

- **ECC Events:**
- Thank you in advance to faculty whose classes have been selected for the Student Climate Survey!
- **Area Event:**
- Student Engagement and Success Summit @ Glendale Community College. Saturday, 4/28 8:30-5. To register or for more info:
- <https://www.eventbrite.com/e/student-engagement-and-success-summit-tickets-44149291720>

C. Officer  
Reports:  
President,  
Kristie  
Daniel-  
DiGregorio

- **Board of Trustees 4.16.18 Meeting Update:**

Variety of ed policies/procedures being reviewed:

- BP 7250 Educational Administrators

- BP 7350 Resignations

- BP 7240 Confidential Employees

- BP 7345 Catastrophic Leave Program

- BP 7370 Political Activity

- AP 7145 Personnel Files

- AP 7370 Political Activity

- AP 7126 Applicant Background Checks



C. Officer  
Reports:  
President,  
Kristie  
Daniel-  
DiGregorio

- **Board of Trustees 4.16.18 Meeting Update:**

Process Improvement Update: New initiatives to support students from first contact through orientation. Key themes: service and improved electronic resources paired with the human touch.

[https://www.boarddocs.com/ca/ecccd/Board.nsf/files/AXPN3X580110/\\$file/Process%20Improvement%20Presentation%20-%20Ross%20Miyashiro.pdf](https://www.boarddocs.com/ca/ecccd/Board.nsf/files/AXPN3X580110/$file/Process%20Improvement%20Presentation%20-%20Ross%20Miyashiro.pdf)

Marketing Plan: Objective to increase enrollments and dollars. Applying insights from Bridging Study. Moving the needle on engagement with social media.

[https://www.boarddocs.com/ca/ecccd/Board.nsf/files/AXQRTT5EA577/\\$file/ECC%20Marketing%20Strategy%20Presentation.pdf](https://www.boarddocs.com/ca/ecccd/Board.nsf/files/AXQRTT5EA577/$file/ECC%20Marketing%20Strategy%20Presentation.pdf)

- **College Council** will be reviewing college governance structure and Making Decisions document.

## C. Officer Reports

- VP, Compton College: Chris Halligan, reporting for Paul Flor
- FACCC/Jonathan Lightman Visit to Compton
- Thursday, April 19th - Compton District Board Room
- Faculty Meet-and-Greet - 12:30 p.m.
- Board and Senate Commendation Presentation - 1:00 p.m.
- Compton College will be hosting a faculty meet-and-greet in the board room from noon until 1 p.m., where we will be serving refreshments. Please come by if you can, meet Jonathan, have a cookie or a piece of cake, a cup of coffee, or punch, then stay for the Academic Senate meeting, where Dr. Curry will be saying a few words, and we will be presenting both a Compton Community College District Board of Trustees and Academic Senate commendation to Jonathan for his outstanding service and dedication to the survival of Compton College, and to all faculty and students across the California Community College system.
- **Come honor a true California Community College faculty hero!**
- Like ECC, Compton is working on policies and procedures.
- Compton completed their first "Curriculum DAZE" event. There's a lot of enthusiasm from faculty and administrators for establishing Compton's curriculum. It will be based on ECC curriculum but tweaked for the Compton context.
- A friendly reminder to join FACCC so you can vote for two of our senators: Chris Halligan and Rocio Diaz.

## C. Officer Reports

- Chair, Curriculum Committee: Janet Young
  - No report
  - College Curriculum Committee minutes & other useful information:
  - <http://www.elcamino.edu/academics/ccc/>.
- VP, Educational Policies: Darcie McClelland
- There was no EPC meeting since the last meeting so ed policies will be discussed under “Old Business.”
- **Senate packet, pages 15-16.**
- VP, Faculty Development: Stacey Allen
- See slides that follow for information about the many events occurring on campus, coordinated by the Academic Senate Faculty Development Committee.

# Faculty Development Committee



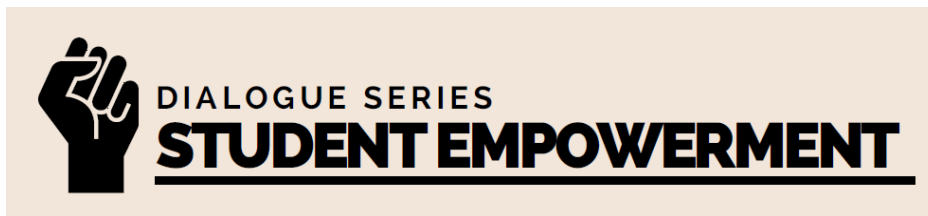
## Women of Color

Thursday, April 26<sup>th</sup>  
Student-led dialogue

1:00 – 1:50

Library West Basement

Earn 1 hour of flex credit! 😊





Faculty Development Committee  
Professional Development & Learning  
Presents



August 6-9, 2018

Asilomar Conference Grounds – Monterey County

**Application Deadline: Tuesday, May 1, 2018**

ECC typically sends three faculty but will send two this year – one full-time and one part-time. Costs are higher this year because the seminar location was destroyed in the recent mudslides and the new location requires air travel. Refer to the FDC minutes for comments from past attendees who highly recommend the program. They reported that it was more like a retreat than a conference. Please consider applying.



# PRIDE

People • Respect • Integrity • Diversity • Excellence

## What is ECC PRIDE?

“CHANGE BEGINS WITH YOU”

ECC PRIDE is a new leadership academy modeled after El Camino College's Statement of Values that fosters the development of visionary, innovative, and creative leaders.

**People** – We strive to balance the needs of our students, employees and community.

**Respect** – We work in a spirit of cooperation and collaboration.

**Integrity** – We act ethically and honestly toward our students, colleagues and community.

**Diversity** – We recognize and appreciate our similarities and differences.

**Excellence** – We aspire to deliver quality and excellence in all we do.

ECC PRIDE provides “big picture” perspectives and the knowledge which empowers people to lead and shape our district and the community college system. ECC PRIDE enables prospective leaders the opportunity to assess current leadership aptitudes and engage in opportunities to build the confidence and competence needed to be among ECC's future leaders.

[www.eccpride.weebly.com](http://www.eccpride.weebly.com)

**For program inquiries, contact:**

**[eccPRIDE@elcamino.edu](mailto:eccPRIDE@elcamino.edu)**

*or a member of the Facilitation Team*



“El Camino College is on the move – to advance our students, work collaboratively to promote student success, and encourage innovation to achieve our goals.”

**Dena P. Maloney, Ed.D**

El Camino College  
President/Superintendent

**MORE INFO**  
On the back

Deadline  
has been  
extended  
to April 25<sup>th</sup>  
– consider  
applying for  
this  
innovative  
and very  
worthwhile  
program!



## C. Officer Reports

- VP, Finance and Special Projects: Josh Troesh
  - No report.
  - Planning & Budgeting Committee Minutes: <http://www.elcamino.edu/administration/president/pbc/agendaminutes.aspx>
- VP, Academic Technology: Pete Marcoux
- The College Technology Committee meets today. They provided a nice timeline of what's happening and when regarding software on our campus. This information will be provided in the next Senate packet.
- We have a procedure if you want to use software in class: Thurman Brown is the contact. Faculty must purchase the first year, preferably a June-July contract. Then the college will pick up recurring costs.
- Efforts are still underway to make One Drive available to the campus. In the meantime, you can create a free account. New students will be moved to the system, then faculty and staff.
- VP, Instructional Effectiveness, Russell Serr

## C. Officer Reports

- VP, Instructional Effectiveness, Russell Serr
- The ALC met yesterday. You may have received an email asking for your assistance with the ILO assessment. Planning is underway for the communications ILO.
- Nuventive (formerly TracDat) now reflects the Spring 2018 assessments. If you missed the deadline for fall SLOs, it's still **very** important to submit those because they will be posted to the website. We do not want to have any gaps showing up as we go through the accreditation process.
- For Program Review, you need to have your student surveys ready to go. You can adapt IR surveys or make your own. The advantage of using one of the IR surveys is that they provide comprehensive and user-friendly summaries of your data.



## D. Special Committee Reports

- ECCVP, Academic Affairs: Jean Shankweiler
- I attended a digital learning conference in New Orleans over spring break. The ideas are flowing! Conclusion: We are way behind when it comes to technology! (Many appreciative nods and chuckles at this point!)
- We heard from CCCO that our Guided Pathways work plan was received and we'll receive the funds by end of April. Which is a good thing since we've already been spending the money! We are finalizing the job description for the faculty coordinator for GP. We'll have a GP leader in place next year. We are scheduling team visits to divisions, to get input into what GP entails and to develop the framework. Student input will also be sought.
- Janet Young is doing an incredible amount of work vetting the software programs for our catalog and curriculum. She's even typing our programs on paper so we can submit them to the Chancellor's Office! We reviewed three companies by webinar and chose one to come to campus. We haven't heard anything negative about the company we chose. When the GP money comes in, it will help pay for the contract.

## D. Special Committee Reports

- ECCVP, Academic Affairs: Jean Shankweiler
- The catalog is currently on a Word document. (See “we are way behind” comment earlier – KDD). Moving online will make this easier for students to use and easier for us to schedule classes and avoid overlap. And to make sure we have the right number of sections. Changes to the catalog will be current. We will update continually and then publish those changes at regular intervals. A change to a course outline of record will change everywhere in the catalog (according to the salesperson).
- Faculty hiring has begun – this is very exciting! Annual planning has also begun.
- SB1359 requires us to note which courses are free or low-cost for textbooks. We will switch to Formstack for textbook requisitions which will allow us to identify free/low-cost classes more easily.
- We’re optimistic we will be able to improve repairs and replacement of furniture. Funds are limited so priority will be given to the most urgent requests (as opposed to requests for a new chair because the current one doesn’t match your desk).

## D. Special Committee Reports

- ECC VP, Student Services: Ross Miyashiro
- Friday is the Planning Summit. We will hear the results of the Bridging Study. We hired a company to ask the community what they know about ECC. A hot breakfast will be served.
- April 27<sup>th</sup> will be our First Generation Conference, modeled on a similar conference offered by UCLA. We want to make sure we are able to support and encourage first generation students and to provide them with mentoring.
- By May 1<sup>st</sup> the new college scheduler software will be in place. Students can tell the system when they can't go to college and it will give students a combination of classes. They can push a button and be enrolled.

## D. Special Committee Reports

- ECCVP, Student Services: Ross Miyashiro
- Also, we're implementing CRM Recruit which allows us to track students from firsts contact. Faculty can start sending letters to prospective students. We need to start marketing what a great faculty we have.
- ECC Connect is a resource for classroom faculty. Faculty use a pull-down menu, it goes to a response team, and students are connected to tutors or other resources. You can also give kudos. We can incentivize this like Pokemon Go – 30 kudos and students get to join a special club. Dr. Dipte Patel leads our efforts with ECC Connect. It's very easy to learn; look on YouTube for Starfish Hobson's. The hard part is the human intervention. We will pour resources into this as much as it takes. As it grows we need to grow resources. It doesn't need to be a counselor; it can also be a classified professional.
- Distance Education Advisory Committee: No Report

## E. Unfinished Business

- **Senate packet, pages 17-18.**
- BP/AP 4226 Multiple & Overlapping Enrollments: 2nd Reading
- VP, Educational Policies, Darcie McClelland
- **Senate packet, pages 19-24.**
- AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies: 2nd Reading
- VP, Educational Policies, Darcie McClelland
- **Job well done** by Darcie McClelland – all ed policies on the agenda were passed by the Senate!

## F. New Business

- **Senate packet, pages 25-29**
- Student Withdrawal Survey: 1<sup>st</sup> Reading
- Jeremy Smotherman
- There were a number of suggestions made for the survey as senators shared their concerns about students, strategies they use to support students, and ideas for how to encourage students to continue their progress toward their educational goals. Jeremy will return at our next meeting for 2<sup>nd</sup> reading and the Senate will be invited to endorse this effort to better understand the reasons students withdraw so we can intervene and reduce withdrawals. Thanks, Jeremy, for coming to Senate to gather faculty input!



# Withdraw Survey

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JEREMY SMOTHERMAN,

INSTITUTIONAL RESEARCH AND PLANNING

# Purpose

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Survey responses will provide data on why students withdraw and if withdraws negatively influences **continuous student** enrollment (institutional retention). Data on withdraws will support **enrollment management**, early alerts (**ECC Connect**), and Counseling Services. The Student Withdraw Survey will provide data that allows ECC to reasonable address factors that contribute to course withdraws. Results from the Student Withdraw Survey will also provide data to support improved course **retention**.



# Question Themes

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Financial Aid

Access to Technology

ECC Connect/Academic Support

Student Preparation (academic/college)

Duplicate Enrollment (ECC or other campus)

# Sample Questions

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SELECT ALL THAT APPLY

- I am enrolled in the same or similar course.
- I had personal/family events that prevented me from regularly attending this course.
- I will enroll into this course again in a different semester.
- I did not feel prepared for this course (academic/college).
- I loss/did not have access to financial aid.
- ECC Connect: Access to academic support.
- I did not have access to the required technology.

## F. New Business

- **Senate packet, pages 30-32**
- Flex Matrix Revisions: 1<sup>st</sup> Reading
- Stacey Allen, VP Faculty Development
- Last spring, there were a number of concerns that came to Senate regarding flex credit, including the following: changes were being made without faculty input, there had been a change in culture in the PD Department, events previously approved were being denied, delays in feedback on submissions, and even when approved by deans submissions were being denied.
- A subcommittee has been meeting since October to address these issues. Thank you to the following for serving: Carolee Vakil-Jessop (Federation), Claudia Striepe (Library Learning Resources), Briita Halonen (Humanities), Evelyn Uyemura (Humanities). The subcommittee has a number of goals and the documents being reviewed today are related to their first goal.
- The subcommittee looked at Ed Code, Title 5, the Chancellor's Guidelines for Flex, and other colleges. There's not a lot of consistency among colleges which underscores that we have flexibility in how to interpret the guidelines.

## F. New Business

- **Senate packet, pages 30-32**
- Flex Matrix Revisions: 1<sup>st</sup> Reading
- Stacey Allen, VP Faculty Development
- The Chancellor's Guidelines say that flex must address staff improvement, instructional improvement, or student improvement.
- Stacey is calling the new approach – which is streamlined from the previous 9 categories – “3+1.” (Brilliant!) The goal is for this to be very clear, very user-friendly, and for the language to be more inviting.
- An important difference from the current matrix is that there are no limits on the amount of time that can be devoted to a particular activity. (The Chancellor's Office does, however, specify that the maximum for any one day is 6 hours.)

## F. New Business

- **Senate packet, pages 30-32**
- Flex Matrix Revisions: 1<sup>st</sup> Reading
- Stacey Allen, VP Faculty Development
- Senators asked why faculty are no longer able to submit all flex activities, including those above and beyond their obligation. They noted that, in the past, it was very useful to be able to get a comprehensive listing of flex activities. This was especially useful for self-evaluations.
- An additional goal for the subcommittee is to address an appeals process if flex submissions are denied. Reference to the matrix will be included in AP 7160 Professional Development which will be going through Ed Policies soon.
- Senators made some suggestions for changes and enthusiastically applauded Stacey and her team for their excellent work. **Thank you Stacey and team!** See slides that follow for current and proposed flex matrices.

## Professional Development Categories & Activities List

### Flexible Calendar (Flex Credit)

Activities approved for Flex credit by the Faculty Development Committee and the Professional Development & Learning department must fall into one of the nine Chancellor's Office categories listed below. Please use the table to determine how to submit an activity for Flex credit.

#### Legend

- **Sign-in Sheet:** Sign in at the activity. Sign-in sheets are returned to the Professional Development Office.
- **Professional Development Reporter (PDR) Conference:** Log into [Professional Development Reporter](#). Click "Manage FLEX Activities," then click "Submit Conference Attendance/Off-Campus Workshop/Other." (This is typically done after the conference attendance has taken place, unless the activity is after May 15).
- **Professional Development Reporter (PDR) Individual Project Proposal (IPP):** Before submitting in Professional Development Reporter, **you must consult with your dean in advance of the activity date.** Then, log into [Professional Development Reporter](#), click "Manage FLEX Activities," then click "Submit an Individual Project Proposal." After the activity is approved and completed, return to Professional Development Reporter, and under Manage FLEX Activities click "Sign-Off on a Project Proposal."

Category/Activities	Max. Hours	How to Submit
<b>Category 1 – Course instruction and evaluation</b>		
• Student Learning Outcomes workshops/training	6 hrs/day	Sign-in sheet, <b>or</b> PDR Conference
• Webinars	2 hrs/day	PDR Conference & Certificate of Completion
• Lynda.com	2 hrs/year	Dean's approval, PDR IPP
• Attending workshops on teaching methods or techniques	6 hrs/day	Sign-in sheet, <b>or</b> PDR Conference
• Graduate-level work related to teaching discipline provided coursework doesn't contribute to class or range increase	6 hrs/day	Dean's approval, PDR IPP
<b>Category 2 – Staff development, in-service training and instructional improvement</b>		
• Faculty mentoring	8 hrs/semester	Dean's approval, PDR IPP
• Conferences/workshops/trainings to enhance knowledge in discipline	6 hrs/day	PDR Conference
• Online (certification) conference	6 hrs/day	PDR Conference & Certificate of Completion
• District required training (safety, etc.)	6 hrs/day	Sign-in sheet, <b>or</b> Certificate of Completion
• Technology training	6 hrs/day	Sign-in sheet
• Off-campus site visits related to discipline (museums, historical sites, galleries)	6 hrs/day	PDR Conference
• Attending performances related to discipline	4 hrs/day (6 hrs with dean)	PDR Conference
<b>Category 3 – Program and course curriculum or learning resources development and evaluation</b>		
• Course conversion (face-to-face to online)	15 hrs/activity	Dean's approval, PDR IPP
• New curriculum development	15 hrs/activity	Dean's approval, PDR IPP

<b>Category 3 – Cont'd</b>		
• Scholarly writing and publication (unpaid)	15 hrs/activity	Dean's approval, PDR IPP
• Review of learning resources materials for new course	15 hrs/activity	Dean's approval, PDR IPP
• Grant writing to secure funds for improvement of instruction	15 hrs/activity	Dean's approval, PDR IPP
• Service on College Curriculum Committee (voting reps)	4 hrs/semester	PDR Conference
• Program Review Chair Person (one semester only)	8 hrs/semester	Dean's approval, PDR IPP
• ISLO & SLO meetings for post-assessment discussion & instructional improvement	6 hrs/day	Dean's approval, PDR IPP & sign-in sheet
• Annual Program Plan Review Leader	8 hrs/fall 4 hrs/spring	Dean's approval, PDR IPP
<b>Category 4 – Student personnel services</b>		
• Visiting/recruiting at area high schools or in the community	15 hrs/activity	Dean's approval, PDR IPP
• Serving at on-campus information table (Career Day, etc.)	6 hrs/day	Sign-in sheet
• Workshops on mentoring students	6 hrs/day	Sign-in sheet
• Conducting workshops for students (non-duty hours)	6 hrs/day	Dean's approval, PDR IPP
<b>Category 5 – Learning resource services</b>		
• Creating website to support course	15 hrs/activity	Dean's approval, PDR IPP
• Creating tutorial modules	15 hrs/activity	Dean's approval, PDR IPP
• Institutional research to improve service to students	15 hrs/activity	Dean's approval, PDR IPP
<b>Category 6 – Student advising, guidance, orientation, matriculation services and student, faculty and staff diversity</b>		
• Participation in New Student Welcome Day	6 hrs/day	Sign-in sheet
• Student Club Advisor	8 hrs/semester	PDR Conference
• Student Mentors	8 hrs/semester	PDR Conference
• Faculty involvement in student improvement activity (e.g. Black History Month, Fine Arts Open House)	6 hrs/activity	Dean's approval, PDR IPP
<b>Category 7 – Departmental or division meetings, conferences and workshops, and institutional research</b>		
• Workshops/Retreats/Seminars	6 hrs/day	Sign-in sheet
• Brown Bag meetings: informal lunchtime meeting focused on improving teaching, enhancing disciplinary knowledge and/or skills in improving service to students.	2 hrs/day	Sign-in sheet
• Service on Accreditation Self-Evaluation committee	8 hrs/semester	PDR Conference
<b>Category 8 – Other duties assigned by the district</b>		
• Service on interview committees during non-contract periods (summer & winter recesses)	8 hrs total for summer & winter recesses	PDR Conference
• Disaster Preparedness (e.g. CERT Training, Mental Health First Aid Certificate, Active Shooter Training)	1 hr activity = 1 hr of flex	PDR Conference
<b>Category 9 – Necessary supporting activities for the above</b>		
	15 hrs/activity	Dean's approval, PDR IPP



El Camino College Flexible Calendar Program  
**Flex Credit Activities**  
 Proposed by the Faculty Development Committee, Spring 2018

The purpose of the flexible calendar program is to provide time for faculty to participate in development activities that are related to "staff, student, and instructional improvement" (Title 5, Section 55720) in lieu of regular instruction. The preparation required to teach or perform services on a day-to-day basis – such as grading of student papers, preparing class lectures, attending regularly scheduled department, division, or committee meetings – are a part of an individual's professional obligation, and consequently, do not meet the purpose of the flexible calendar program.

Flex credit may only be earned during non-duty hours (up to 6 hours maximum in one day). In addition, faculty may not earn flex credit for activities in which they receive other forms of compensation, such as payments for publications, stipends, or reassigned time.

Participation in flex activities will be noted via sign-in sheets at on-campus events. For off-campus flex activities, please consult with your dean prior to completing an activity for flex credit. In some cases, deans may request documentation upon completion of an activity.

In accordance with Title 5, Section 55724, the following is a list of suggested professional development activities that fulfill faculty flex obligations. These activities align with the mission and strategic initiatives of El Camino College and are intended to provide continued instructional and institutional improvement to support student learning and success.

Faculty/Instructional Improvement	Student Improvement	Institutional Improvement
<p>Activities include those that enhance knowledge in discipline/subject matter and/or improve pedagogical practices such as:</p> <ul style="list-style-type: none"> <li>Attending on-campus workshops/trainings/orientations to improve instruction such as Informed &amp; Inspired, brown bags, New Faculty Learning Academy (NFLA)</li> <li>Attending conferences/workshops/trainings related to your discipline</li> <li>Reading discipline-related books intended to enhance knowledge in your subject area</li> <li>Listening to podcasts related to your discipline and/or teaching methodology</li> <li>Completing webinars relevant to your discipline and/or teaching methodology</li> <li>Completing online learning modules such as Lynda.com, MOOCs, @ONE</li> </ul>	<p>Activities include those that support student success such as:</p> <ul style="list-style-type: none"> <li>Evaluating scholarship applications</li> <li>Meeting with faculty and staff to improve services to students</li> <li>Serving as student club advisor</li> <li>Attending workshops on mentoring students</li> <li>Serving as a student mentor</li> <li>Participating in New Student Welcome Day</li> <li>Participating in student orientation programs</li> <li>Facilitating or attending student campus events/activities (Black History Month, Fine Arts Open House, etc.)</li> <li>Facilitating or attending student off-campus events/activities (field trips, student conferences, competitions)</li> </ul>	<p>Activities include those that foster program, departmental, and/or institutional effectiveness such as:</p> <ul style="list-style-type: none"> <li>Participating in the ECC PRIDE Leadership Academy</li> <li>Serving on College Curriculum Committee (voting reps)</li> <li>Serving as Annual Program Plan Review Leader</li> <li>Serving as Program Review Chair Person</li> <li>Attending SLO workshops/training</li> <li>Attending SLO, PLO, and/or ILO post-assessment meetings to address institutional improvement</li> <li>Attending meetings to address areas of curriculum or program review</li> <li>Developing new programs, courses, or curriculum</li> </ul>

<ul style="list-style-type: none"> <li>Evaluating materials to consider for use in major course revision</li> <li>Participating in a teaching-focused book club</li> <li>Reading professional books on teaching methodology</li> <li>Learning a second language to better communicate with a diverse student population</li> <li>Preparing exhibitions of art, science, or other materials beyond the scope of your typical day-to-day instruction</li> <li>Training to teach online, re-training for a new course management system</li> <li>Attending literary readings, debates, sporting events, or lectures relevant to your discipline</li> <li>Attending/viewing gallery or museum exhibits, films, or plays relevant to your discipline</li> <li>Mentoring new or prospective faculty, or being mentored yourself</li> <li>Writing and publishing scholarly material (unpaid)</li> </ul>	<ul style="list-style-type: none"> <li>Conducting workshops for students (non-duty hours)</li> <li>Serving at on-campus information table (Career Day, etc.)</li> <li>Visiting/recruiting at area high schools or in the community</li> <li>Writing grants aimed to improve services to students</li> </ul>	<ul style="list-style-type: none"> <li>Modifying an existing course to comply with changing institutional or discipline requirements</li> <li>Completing course conversion (face-to-face to online)</li> <li>Creating a website to support a course or program</li> <li>Conducting institutional research to improve service to students</li> <li>Making presentations related to your discipline/ program or the college to community groups</li> <li>Conducting community outreach such as judging school competitions, college information booths, collaboration with other colleges on curriculum and instruction, etc.</li> <li>Serving on hiring committee during summer or winter sessions or other non-contract period (unpaid)</li> <li>Training in disaster preparedness, such as CERT, active shooter, mental health first aid, etc.</li> <li>Participating in training on affirmative action, implicit bias, cultural sensitivity, or equity issues</li> <li>Training in issues related to harassment, gender, or other mandated programs (i.e. EEO, FERPA, etc.)</li> </ul>
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Other
<ul style="list-style-type: none"> <li>Participating in campus-sponsored wellness activities</li> </ul>

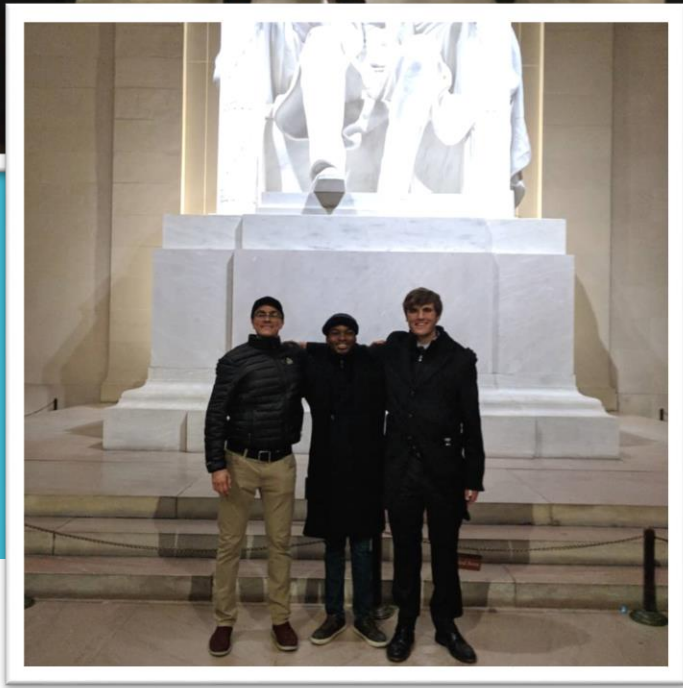
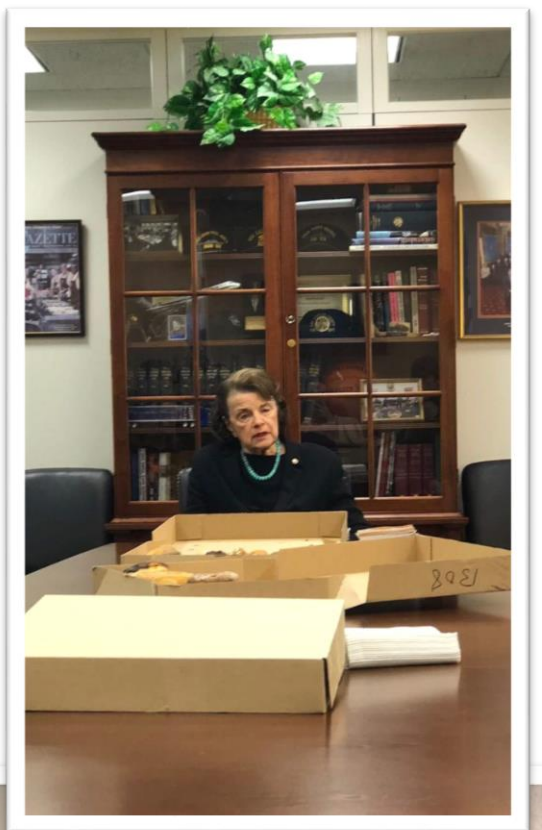
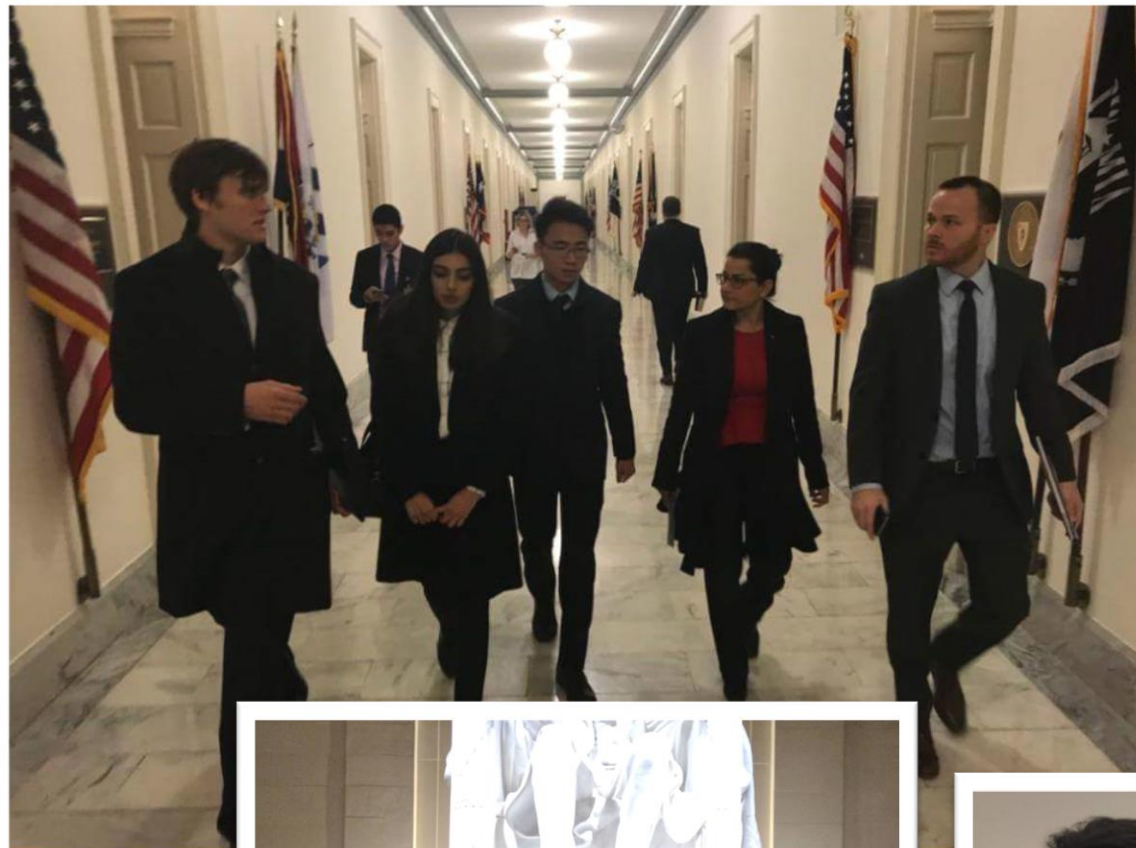
Please see  
pages 30-32 of  
your Senate  
Packet

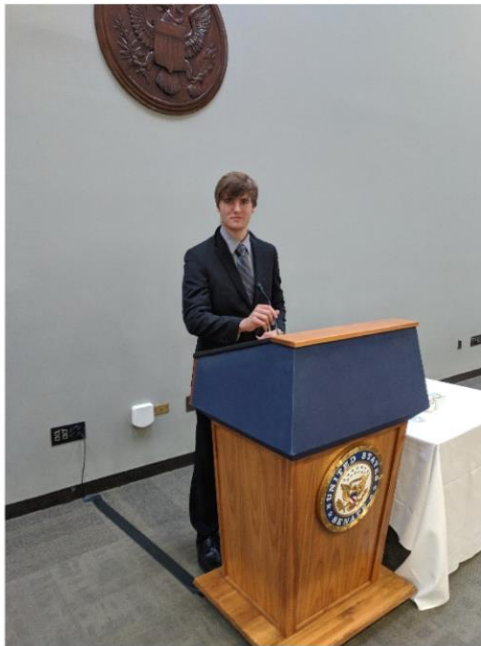
## G. Info Items: Discussion

### Associated Student Organization Information & Updates

- Bryant Odega
- American Student Association of Community Colleges (ASACC)
- Legislative priorities:
  - ● Federal Pell Grant Funding
  - ● Reauthorization of the Higher Education Act
  - ● DACA Advocacy
  - ● Perkins Act Funding
- Capitol Office Visits:
  - ● U.S. Senator Kamala Harris (D-CA)
  - ● U.S. Senator Dianne Feinstein (D-CA)
  - ● U.S. Representative Maxine Waters (D-CA 43rd)
  - ● U.S. Representative Nanette Barragán (D-CA 44th District)
  - ● U.S. Representative Karen Bass (D-CA 37th District)
  - ● U.S. Representative Ted Lieu (D-CA 33rd District)
  - ● U.S. Representative Kevin McCarthy (R-CA 23rd District)







## G. Info Items: Discussion

### Associated Student Organization Information & Updates

- Bryant Odega
- In addition, Bryant shared information about ASO Day and upcoming ASO elections. To run for office, students must have 2.0 GPA, at least 6 units, and an active ASB sticker. Petitions are due April 24<sup>th</sup>. Previous slides show photos from the DC trip, including photos of some students seeing their first snow!

## G. Info Items: Discussion

### Senate Plenary Report

- Darcie McClelland – tabled to the May 1<sup>st</sup> meeting

### Outreach & School Relations

- Julieta Ortiz Arámburo
- ~~Interim~~ Director, Outreach and School Relations
- KDD: Congrats, Julieta on your appointment as Director, approved at last night's Board of Trustees meeting!
- Julieta: I'm Julieta Aramburo, but you can still email me at [jortiz@elcamino.edu](mailto:jortiz@elcamino.edu). My role is to represent the college to the district overall.
- We have a saying in Outreach: "if we don't know, no one knows!" So let us know if you have questions! (Key stats on the efforts by Outreach and School Relations appear on the next slide.)
- Over 50% of our students are first generation students. With South Bay Promise, the first year of college is free. Our goal is to not only connect with students but also with their families. Approximately 700 have applied for the 500 spaces for fall.
- Students must complete the CORE services by April 30<sup>th</sup> to receive priority registration. Note that this Saturday, they will be able to complete all three services at Warrior Smart Start.
- If you're still reading and haven't won a gift card this semester, send the Senate president an email letting her know how many applications have been received for the South Bay Promise.



# Outreach and School Relations

## Outreach Services Provided, 2017-18

- 78 Information Sessions
- 83 College Fairs attended
- 109 Campus Tours – individuals, families, entire class grade
- 57 coordinated “one-stops”
  - Orientations 1,549 Placement Tests 1,649 Educational Plans 1,446

## South Bay Promise

- Serve ECC District, Utilizing RP Group’s Six Success Factors as Framework
- Over 700 applicants

## Warrior Smart Start

- 9:00am start at East Dining Room
- Workshops, Resource Fair, Food!

**(310)660-3487 or email: [oasr@elcamino.edu](mailto:oasr@elcamino.edu)**

## H. Future Agenda Items

- AP 7160 Professional Development; AP 5500 Standards of Student Conduct.
- Noncredit Courses
- South Bay Promise Program
- Zero Cost and Low Cost Textbooks

# I. Public Comment

J. Adjour