

Adjunct

- Jack Spencer
- Kamisha Sullivan

Behavioral & Social Sciences

- Ali Ahmadpour
- Stacey Allen
- Kristie Daniel Di-Gregorio
- Renee Galbavy
- Michael Wynne

Business

- Kurt Hull
- Phillip Lau
- Joshua Escalante Troesh

Counseling

- Anna Brochet
- Rocio Diaz
- Seranda Sylvers

Fine Arts

- Jonathan Bryant
- Joe Hardesty
- Russell McMillin
- Joanna Nachef
- Darilyn Rowan

Health Sciences & Athletics

- Andrew Alvillar
- Ryan Anthony
- Yuko Kawasaki
- Tiffanie Lau
- Colleen McFaul

Humanities

- Stephanie Burnham
- Kevin Degnan
- Elayne Kelley
- Pete Marcoux
- Anna Mavromati

Industry & Technology

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

Library and Learning Resources

- Analu Kameeiamoku Josephides
- Mary McMillan
- Claudia Striepe

Mathematical Sciences

- Susana Acosta-Acuna
- Diaa Eldanaf
- Robert Eleuteri
- Le Gui
- Ronald Martinez

Natural Sciences

- Mia Dobbs
- Shimonee Kadakia
- Darcie McClelland
- Shanna Potter
- Jwan Amin

Associated Students Organization

- Sarah Jean Marble
- Pretty Abraham

Curriculum Chair

- Janet Young

Academic Affairs

- Jean Shankweiler

Student Services

- Ross Miyashiro

President/Superintendent

- Dena Maloney

ECC Federation

- Kelsey Iino

Institutional Research

- Joshua Rosales

Dean's Reps/Guests/Other Officers:

- Robin Archart, Humanities
- Loic Audusseau, ITS
- Jeff Baumunk, HSA
- April Bernabeo
- Debra Breckheimer, Humanities
- Yana Farah, BSS
- Greg Fry
- Chris Gold, BSS
- Traci Granger, HSA

Edith Gutierrez
 Brittany Hubble, Fine Arts
 Christopher Hurd, Counseling
 Tiffany Huynh, Humanities
 Camila Jenkin, LLR
 Lillian Justice, Registrar
 Angie Kirk, Humanities
 Coleen Maldonado
 Kathryn Marsh
 Edward Matykiewicz
 Gary Medina
 Russell McMillin
 Jeff Miera
 Andrew Nasatir
 Ruby Padilla, Counseling

Janice Pon-Ishikawa, Counseling & GP
 Karen Preciado
 Berkeley Price, Fine Arts
 Manuel Rios
 Russell Serr, HSA
 Jenny Simon, Humanities & GP
 Gerson Valle, Mathematics
 Blake Van Room, ITS
 Chris Wells
 Moses Wolfenstein

Excused: A. Mavromati , K. Degnan

ACADEMIC SENATE MINUTES

December 1, 2020

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 Darcie McClelland called the seventh Academic Senate meeting of the fall 2020 semester to order on Tuesday, December 1st at 12:33pm.

B. APPROVAL OF MINUTES (p. 6-14)

D. McClelland: See pgs. 6-14 of the packet for minutes from November 17th meeting. Motioned by A. Ahmadpour, seconded by C. Striepe.

- Change date
- 40 yes, 0 nos, 0 abstained. APPROVED.

R. Diaz: Welcome to our Deans Rep today from Behavioral and Social Sciences, Dr. Chris Gold!

C. Gold: Great job to Darcie McClelland. We have an Ethnic and Social Justice Studies department. We have some brand new social justice courses being taught for the first time. Getting ready for the new CSU Ethnic Studies graduation requirement.

We also house the myPATH program, where each class is paired with a counselor and a PASS mentor.

Also have a new Women, Gender and Sexuality Studies AA degree. I'm delighted to be here, thank you for having me.

C. UNFINISHED BUSINESS

a. Guided Pathways Scale of Adoption Assessment 2nd Reading and vote- Jenny Simon and Janice Pon-lshikawa

- Motioned by A. Josephides, seconded by S. Allen
- 40 yes, 0 no's, 0 abstentions. APPROVED.
- D. McClelland: thank you Jenny and Janice for information and presentation you provide last week

b. AP 4105, Distance Education 2nd Reading and vote-Darcie McClelland

- D. McClelland: Change is in blue: Deans/directors may enter a faculty's Canvas shell if faculty member is not able to communicate
 - E.g. had an instance where faculty was seriously ill
- Had some email feedback re online evaluations, how they would be handled in Spring semester
 - K. Daniel-DiGregorio: need clarification on this
 - Discussion around clarifying language
- KDD: Kudos to ODEAC, this is great. I was confused by certification process, wasn't sure what we meant by five-year cycle. Request for clarification of intent

- DM: Once every five years, faculty member needs to do A or B if teaching consistently online and then clock would be reset after another five years.
- A. Ahmadpour: to what extent are we responsible to respond to an email? We have the ability and are responsible for our courses. Don't see anything about needs to teach online, recommend adding.
 - DM: As far as requiring a set number of emails, I don't know how we would require that.
 - AA: We should clarify, some syllabi include that email is a privilege, please do not abuse. Some students do abuse it and some people cannot spend 2-3 hours a day on their email.
 - DM: Falls under academic freedom of faculty member, would not want Senate deciding for me how often I respond to my students
 - AA: we are giving authority to dean to enter. I think Federation needs to look into this and add another phrase and not leave as open ended as it is now.
- M. Wolfenstein: Glendale requires an annual, specific training for DE certification for online instruction. Take-away is you keep current in the field. We felt it reasonable that if you haven't taught for a while, should do a refresher
- A. Brochet: My question is about page five and enrollment, attendance, and participation. Based on feedback counselors have been getting, students don't know exactly when they're supposed to do what, and show up to not get dropped, how to get in off the WL, etc. Could we clarify in that paragraph? My suggestion would be to say that teacher could email the student before they drop? Sometimes students are not aware that an assignment was due and they get dropped.
 - DM: We would have to go back and edit attendance policy to make the change
 - AB: Consistency would be more helpful for students, because they don't know how courses work. And also at the very end, it says course can be published before course begins and communication is strongly encouraged, but some faculty don't. Any suggestions?
 - KDD: I am conscious of how busy the first week of classes is for students and faculty. Schedule says that students need to log in to Canvas, and often students have trouble with this. Maybe what we do is say: ask faculty to post info to Canvas but also email class listserv letting them know info is there and to pay attention to the drop requirements.
- DM: this is distance ed policy to cover our online course during regular semester. They are usually pretty good about communicating with students. We have not had problems with faculty who regularly teach online. This emergency throws everything up in the air. I just don't know that we want to completely frame our AP around once-in-a-lifetime emergency. Can add language to strongly encourage
- E. Kelley: Is the plan for this to go into effect this semester? DM: Once it gets through consultation. EK: Going back to certification process, can we add clarity to PD option? It's so vague—would one hour re-certify me for five years? And how is it approved?
 - MW: From my perspective, we didn't pencil this in. I would like to see an hour of PD a year to model other CCCs. It can't be too laborious in terms of administrative aspect

- Discussion around certification process, language recommendations
- KDD: On the establishing substantive contact, in terms of establishing expectations. I know we're in emergency situation, but under B, I wonder if we wanted to add "this should include anticipated timeframe..." Under faculty-initiated interaction, could we change instead of determine to assess.
 - Discussion around update to language in AP
- KDD: In terms of timely feedback, I wonder if we want to be more specific about what we are giving them guidelines for. DM: I think we need to leave open-ended. KDD: Under accessibility, is this an addition or a comment? DM: Ed policies looked at this and voted to keep it as is.
- R. McMillin: Under letter F about faculty absence notification, it mentions three days. I think that would work for Ali's concern about emails and response times. That could be used as recommendation. DM: Add 'for a period of at least three days' under Dean/Director Access to Canvas Shells.
- A. Ahmadpour: I think we are micromanaging these courses, we should have some general requirement and then let deans
- 40 yes, 0 nos, 0 abstentions. Will move on to College Council.

D. NEW BUSINESS

None

E. INFORMATION ITEMS – DISCUSSION

a. Outstanding Part-Time Faculty Award-Stacey Allen and Anna Brochet

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

Virginia Rapp, Dean, Business

Michael McDermit, English

Selene Torres, Counselor, HDEV Instructor and recipient of the 2019 Outstanding Adjunct Faculty Award

Giancarlo Fernandez, ASO President

The Outstanding Adjunct Faculty Award was established in 2010 by the Academic Senate to honor exceptional adjunct faculty members who demonstrate the highest level of commitment to the college's mission and to student learning and teaching.

Before we announce the 2020 recipient of this award, Anna Brochet and I will introduce seven of our colleagues who are being honored today with an Achievement Award for Distinguished Teaching and Student Learning for their instructional excellence and innovation.

Robin Arehart

As an English instructor, Robin believes classrooms are, ideally, interactive and supportive communities of readers, writers, and thinkers. She fosters student success by varying her instructional strategies,

encouraging a great deal of peer-to-peer engagement, and making sure her curriculum is relevant to the lives of her students. Robin is extremely active on campus; she is a Guided Pathways Summit and Success Team participant, a member of DEAC, and most recently, Robin co-created the Equity & Culturally Responsive Teaching Canvas course for faculty as part of the summer Faculty Online Innovation Grant project. Her colleague, Jennifer Annick, says that Robin loves to learn as much as she loves to teach and is an outstanding asset to the El Camino College community.

Yara Farah

In the short time that Yara has taught psychology at El Camino, she has already made quite an impression. Her dean, Chris Gold, noted that six students submitted Warrior PRIDE applause forms, complimenting and thanking Dr. Farah for her excellent transition to online teaching last spring and for her commitment to their individual needs and learning. One student wrote, "I appreciate Professor Farah as my teacher. I see how hard she works to make sure that everyone understands and no one gets left behind... When it comes to a great education, there are teachers who we rely on and a good school is recognized by good teachers, and Professor Yara Farah is one of those good teachers."

Tiffany Huynh

Tiffany is an alumna of El Camino College who has been teaching English here since 2014. Her former ECC professor and now mentor and colleague, Brent Isaacs, explains that Tiffany's instructional abilities and classroom presence often rival and even at times surpass those of decades-seasoned professors. In his thirty years of professional education, he has never encountered anyone as singularly or naturally suited to teaching. Her colleague Suzanne Gates expresses similar sentiments by characterizing Tiffany as an extraordinary instructor who is committed to serving students and one who truly embodies the mission of El Camino College.

Angie Kirk

Angie is also a proud ECC alumna who teaches in the English Department. In nominating Angie for this award, Bruce Peppard commended her for the engaging learning environment she creates in classes that are clearly designed with student success in mind. Her colleague Elise Geraghty, who served on Angie's hiring committee 12 years ago, praises Angie's strong pedagogical foundation and love for her students. Elise notes that Angie is particularly skilled at teaching reading, and while AB 705 has eliminated ECC's reading classes, Angie uses her expertise to help students taking English 1A and 1C to achieve success. In addition, she is clearly committed to her own professional development. Angie will begin an online EdD program in January for the Doctor of Education, Curriculum and Instruction degree.

Hatien Nguyen

Hatien was nominated by Yun Chu, Kristie Daniel-DiGregorio, and Juli Soden, her colleagues in HDEV, who praise her for making it a priority to actively participate in department events, professional development activities, and campus-wide initiatives. They call her a true El Camino College Warrior who is an essential member of the Human Development Department. Not only has she taught HDEV since 2008, she has also been a counselor for EOPS, FYE, and TOP. Hatien's teaching philosophy is to provide guidance and support to students to help them achieve success. This is clearly appreciated and

recognized by her students as noted in an email she recently received from a student who thanked her for being a caring professor who is always attentive to students' needs.

Kamisha Sullivan

Kamisha has taught English at El Camino College for just two short years, but has already earned a reputation as an equity-minded instructor who is deeply committed to her students. Her educational philosophy centers around a belief in care with an emphasis on relationships and communication as foundations to classroom success. She has demonstrated a commitment to professional development through participation in SITE and Safe Zone training and currently serves as one of two adjunct senators in the Academic Senate. She was recently invited to be a special guest on the ECC Virtual Hallway podcast to present on developing equitable syllabi. With great enthusiasm Rhea Lewitski nominated Kamisha and described her as someone who is extremely committed to her students, our college, and above all, equity in education.

Elizabeth Walker

Nominated by her colleague in the English Department, Erica Brenes expresses her belief that Elizabeth uniquely understands today's racial reckoning and how it affects faculty, students, and campuses. Her professional experience in publishing texts on the socioeconomic impact of education and its intersection with race means she has an important grasp on issues deeply relevant to our college's mission towards equity. Brenes says that honoring Dr. Walker is a way of honoring our commitment to faculty who fight tirelessly for equity. Elizabeth strives to be the college professor she wishes she had as an undergraduate and sees herself not just an English professor, but a scholar, a counselor, a philosopher, and an activist who is committed to providing educational opportunities for all students.

SA: And now, I am pleased to announce this year's Outstanding Adjunct Faculty, **Brittany Hubble**.

Ms. Brittany Hubble, nominated by her colleague Francesca Bishop, has been commended for her steadfast commitment to our students and to the mission of El Camino College. As a graduate of El Camino, Brittany transferred to UCLA where she earned a B.A. in Communication Studies and then went on to earn a Master of Arts in Communication Studies at California State University, Long Beach. As a student at El Camino College, Brittany was a member of the award-winning Forensics Team and continued to coach the team pro bono throughout her graduate studies. She is a nationally recognized expert in collegiate debate and currently serves as Vice President of the National Parliamentary Tournament of Excellence and chair of the debate committee at Phi Rho Pi, the preeminent community college forensics organization. Most recently, Brittany co-directed the highly successful Crossman Invitational Forensics Tournament.

Professor Bishop describes Brittany as a phenomenal instructor whose dedication to her students and to equity are demonstrated every day. Having a positive impact on students and teaching them lessons that extend beyond the classroom is Brittany's top priority and this approach has consistently resulted in a deep appreciation from students. One of her former students who also transferred to UCLA and is now a graduate student at King's College London, describes Brittany as a powerful educator who understands the needs of her students, identifies their potential, and helps them achieve true success.

Congratulations to Brittany Hubble, recipient of the 2020 Outstanding Adjunct Faculty Award! And now I'd like to invite Brittany to say a few words.

B. Hubble: Thank you for honoring me with this award. Thank you to Francesca Bishop, who nominated me. Has been a formidable mentor. Mark Crossman, who wrote a letter of support, he is a big reason I became a Coms instructor. Thank you to former student who wrote letter. Thank you ECC as a whole, it's been my home for almost a decade, I was here as a student and as a grad student. Now here as an instructor, and it's great to be a part of a community who is so supportive. Grateful for ECC for changing my life, wouldn't be here today without it. I hope that I can help pass on those experiences and knowledge that ECC has given to me so students can feel that success and reward of being part of ECC.

D. McClelland: Thank you to Brittany and everyone else recognized today.

b. Block Scheduling Discussion-Jean Shankweiler

- Last spring we looked at a proposal for scheduling 3-unit classes and 4-units, tried to align with schedule that works for most
- In response to concerns and feedback, went back to workgroup and maybe were bit ambitious with four different schedules. Worked on grid that is more clear. You'll see there are two tabs-one with 7:45am start and one with 8:00am start—not significantly different, just something psychological about starting at 8am. So everything is starting at 8am. Reflects hours for 3-unit classes. By starting at 8am, causes college hour to get pushed back by 15 minutes. Provided cushion to allow for people to get to meetings on time, gives 20 minute passing time. Tried to also be consistent for evening courses. Start with 3 unit classes and come back and talk about 4 unit classes
- If you have a course that doesn't fit a traditional 3 unit section, trying to schedule so that students have better choices and classes don't run over each other
- A. Josphephides: Thank you, Dr. Shankweiler. From librarian's perspective, great for classes to start at 8:00am. When they started at 7:45, they wanted to come into library, and wanted library instruction pre-8:00am and we sometimes accommodated them. But our library opens at 8:00am.
- S. Burnham: Other 4, 5-unit courses will schedule around this. Will there be another block schedule for those? JS: If you have a 4-unit class, what we would say is try to schedule so it starts at 8 or ends at 9:45am. If you started at 8:30 and finish in 10:30 timeframe, but try to make so that they start or end within a block so that students can use another time block for another class.
- P. Marcoux: College hour is one hour, impacts Senate. DM: We will have to discuss as an e-board. JS: Current college hour is one hour, some people come late and leave early. PM: We just need to fit in important items in that hour

c. Change in online proctoring software discussion

- M. Wolfenstein: By tomorrow will have demo trial set up. We are trying to move as quickly as possible. If there is anyone here who would like to be involved with that, will be sending out an email. Maybe setting up a quiz for extra credit.
- Things are looking promising and pricing wise, have run it by campus tech
- R. Diaz: Is it accessible via mobile devices? MW: Respondus can be used on Chromebook

F. OFFICER REPORTS

a. President, Darcie McClelland

- Faculty prioritization process completed
 - Meeting with Dr. Maloney and Dr. Shankweiler to go over results Friday
 - This is just a recommendation
- Need a rep for a grade appeal committee in a law course
 - Specifically for Business division, someone who teaches in law courses
- No December 8 meeting – today will be last meeting of semester. Thank you for your efforts in Senate this semester
- Major topics to discuss in spring include online load after Covid emergency and a policy concerning student privacy and the requirement to use camera in live online courses
 - Shared purview with union
 - Something we will need to develop a policy for in the Spring
- You're Invited! STEM career panel – we have three excellent panelists. Flyer is in the slides, which will be posted today. One of the panelists is Black first gen, one of best scientists I've ever worked with. Please send your students

b. Curriculum – Janet Young

- J. Young: Special thank you to the DCCs and reps
- Social justice and equity training was conducted by Melissa Fujiwara on November 14th
Topic: Building Equitable
- Distance Education Update
 - 1,210 courses are now approved for Online and/or Hybrid or Emergency Only Online/Hybrid
 - The Chancellor's deadline has been met
 - If faculty determine that a course is not appropriate for online delivery, there is a process to change the DE status

c. VP Educational Policies – Darcie McClelland

- Congratulations and a huge thank you to our new Ed Policies VP, Claudia Striepe!

d. VP Faculty Development- Stacey Allen

- Informed & Inspired: Aggressions & Affirmations: Nothing Micro About It
 - Thursday, December 3rd, 2:00-3:00
- Getting the Job Workshop – The Application Process
- Spring PD Day, Wednesday, February 10th
- Faculty Book Club – Spring 2021
 - Racial Microaggressions: Using Critical Race Theory
 - A. Josephides: if you haven't registered for faculty book club, we encourage you to do so. There are 11 seats out of 25 left to fill. The more names that come forward and fill these spots, we can forward your address to Dr. Martin so books can be mailed out

e. VP Finance- Josh Troesh

- The big thing we are trying to figure out is how to keep campus informed considering we have a lot of campus needs related to operational cuts as well as impact to accounting

workload. If any concerns or issues, related to your divisions and needing to be informed of budgets, let me know so we can balance needs of campus with incredible workload accounting is under

f. VP Academic Technology- Pete Marcoux

No report

g. VP Instructional Effectiveness/ALC & SLOs Update- Kevin Degnan

- D. McClelland: Due date for Fall 2020 SLOs are due March 5th. Fall 2020 PLOs are due March 19th

G. SPECIAL COMMITTEE REPORTS

a. ECC VP of Academic Affairs – Jean Shankweiler

- Substantive change for DE programs approved by ACCJC – not just for Spring but ongoing
- Faculty evaluations for spring – almost at agreement so that tenure track and adjunct faculty can be evaluated in the Spring
- Faculty hiring for fall 2021 in process

b. ECC VP of Student Services – Ross Miyashiro

- Turkey Give-a-way
 - Over 300 cars
 - Distributed 300 turkey coupons by 10:30am
 - Distributed 453 bags of food to our students & community
 - The Warrior Food Pantry stayed open until 2:00pm
 - 32 ECC Warrior Student workers and volunteers

c. Online and Digital Education Committee- Mary McMillan

None

H. FUTURE AGENDA ITEMS

- a. AP 4231, Prerequisites

I. PUBLIC COMMENT

- J. Nacheff: Thank you to Darcie for incredible work

J. ADJOURN

D. McClelland: Have a great winter break, see you in the Spring!

Motioned to adjourn by A. Josephides, seconded by J. Nacheff. Meeting adjourned at 2:04pm.