

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 (Bray) 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:

- Loic Audusseau, ITS
- Jeff Baumunk
- Erica Brenes, Humanities
- Brigitte Carballo, Financial Aid
- Keiana Daniel, GSP
- Sean Donnell, Humanities
- Camden Foster
- Stefanie Frith, Journalism
- Melissa Fujiwara, BSS

- Christopher Glover
- Amy Grant, Natural Sciences
- Gary Greco, SRC
- Edith Gutierrez
- Arturo Hernandez
- Christopher Hurd, SEA
- Crystle Martin
- Gary Medina
- Andrew Nasatir
- Shane Ochoa, Humanities
- Veronica Palafox, OASR

- Grace Perez
- Janice Pon-Ishikawa, Counseling
- Russell Serr, HSA
- Kamisha Sullivan, Humanities
- Katie Sundara
- Brenda Threatt, VRC
- Tony Roland Zapata, Counseling

Excused:

ACADEMIC SENATE MINUTES

October 6, 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 third Academic Senate meeting of the fall 2020 semester to order on Tuesday, October 6th at 12:31pm.

B. APPROVAL OF MINUTES (p. 6-16)

D. McClelland: See pgs. 6-16 of the packet for minutes from September 15th meeting. Motioned by P. Marcoux, seconded by J. Escalante Troesh.

23 yes, 0 nos, 0 abstained. APPROVED.

DM: We have a couple more senators to introduce to you today.

R. Diaz: We're going to start today with Dr. Joanna Nachef.

J. Nachef: I'm from the Fine Arts department and I'm in charge of the choral departments and it's been a joy to serve at El Camino in a full-time capacity. This is my 25th year and I think we have a mission to really make our students realize they're our customers and we're here to serve them.

RD: Next we have Stephanie Burnham from Humanities

S. Burnham: Hi everyone, I'm Stephanie. I'm full-time faculty going into my second year here.

DM: Welcome Deans Rep for today, Amy Grant from Natural Sciences

A. Grant: Howdy y'all. I've been at ECC since 1999. In what ways is our division demonstrating its commitment to equity and justice? The Natural Sciences Division has a commitment to equity and inclusion. Our Life Sciences Department has been having robust equity and inclusion meetings twice a month. Our Guided Pathways Success Team recently participated in equity training. We also participated in a Flex Day activity in which all departments brainstormed about equity. Results of the activity were sent to all NS faculty. Thank you.

DM: We're doing a little bit of change to the structure of the meetings. We had some concerns that there wasn't enough time for important agenda issues and discussions and we are trying out moving our reports to the end of the meeting. Each VP and special committee reporters has been asked to include as much information in the slides as possible so we only make announcements that are really important and save meeting time for our agendized issues. We are hoping that this structure is going to work better for everyone. We are trying something new, if this doesn't work perfect the first time, please provide feedback or any other member of the e-board. Reports will be at the end. Urgent announcements will be at the beginning.

Meeting Format Changes:

- Comments/questions not directly related to current agenda item will not be acknowledged until public comment. Additionally, comments/questions on agenda items should contribute to the discussion in a meaningful way. If your comment is not directly relevant, we're going to ask you to save it for public comment. Public comments will be limited to 1 three-minute comment per person per meeting.
 - Did not make up out of the blue. Part of robust discussion with Senate president listserv, this is a practice being used by Senate all across the state right now
- New delegation of meeting responsibilities to members of E-board
 - I'll be running the meeting, sharing my screen, working with presenters. Pete is going to be the sergeant of arms. Stacey and Kevin will be monitoring the chat.
- If you type something in the chat that you would like read aloud, please begin the comment with ***. If your comment does not begin with ***, we will assume it's just for others to read silently and will not acknowledge it publicly.
- Finally, please remember to respect our community norms if you wish to participate in senate meetings.
 - Assume good intentions
 - Address concerns/constructive criticism about senate meeting format/issues to a member of the senate executive board.
 - We are very responsive to concerns and criticism and have made adjustments based on feedback from our survey

Reminder of the purpose of Academic Senate from Title 5:

- Title 5 is law in the state of California. This is the job of the Senate: make recommendations with respect to these eleven matters [see slides]. We have state mandated charge as the Senate and have to get business done. We'll do our best to make time for discussion.

S. Allen: Student Major Campaign

- I want to share with you some information about an upcoming campaign sponsored by Guided Pathways where the focus is to encourage our students to verify their declared major. Like many of you, I've had countless conversations with students over the years who express uncertainty and anxiety towards choosing a major and I was surprised to learn recently that students declare their major when they apply to the college, not after taking some classes to see what is most interesting to them
- First screen a student sees when they apply to ECC: selecting a major
 - We are finding that it is a shot in the dark, they are selecting something to start taking classes
 - Undecided is not an option
- What we have found is that students might be missing out on important services such as targeted counseling or financial aid, so GP is sponsoring a media blitz campaign
- How can you help as a faculty member?
 - Watch for info that will be emailed next week
 - You will find a link that you can share with your students, it will take them to majors campaign CANVAS page located in the Student Services Hub

- Volunteer to assist in these “drop-in” sessions
 - If you volunteer during these Zoom sessions, you will be in a breakout room with other folks. We will provide some training for you. We ask that you complete the form by October 16th. On October 16th there will be info sessions. This is all flex eligible

D. McClelland: Make sure to share with your colleagues and encourage to participate

C. UNFINISHED BUSINESS

a. 2020-2021 Senate Goals 3rd Reading and Vote-Senate Executive Board

- Motioned by K. Degnan, seconded by M. McMillin.

D. McClelland:

- On our first slide, ensure full faculty involvement in decision-making related to academic and professional matters – no changes. No comments, questions, or concerns.
- Section two – made one edit. What we did as an e-board was move Senate orientation to CANVAS course so our new Senators can take on their own time and earn flex credit for it and we don’t have to do it during the meetings. I’ll also be sending out the link for this to the full Senate so if you want a refresher can do it anytime. No comments, questions, or concerns.
- Changes since last rendition here, because of the new language and new contract being ratified: Create a VP of Equity, Diversity, and Inclusion on executive board. Define the role over 2020-2021 school year and amend the senate constitution and bylaws to include a job description for this position by end of spring 2021. –we as a senate e-board feel that it would not be in the best interest of our Senate or our campus to define and job description now, we think it’s a better idea to elect someone, have them be the VP elect, they will function just like our other VPs, but wait to change constitution till end of the year until this position and executive board along with full Senate have ben able to weigh in on a job description, define the position. Mostly because the constitution change involves a vote of the full faculty and that’s kind of a process so we don’t want to do it twice in a year.
- The other highlighted change is to support work of the noncredit taskforce in development of the noncredit plan. Any questions, concerns?
- We accomplished one of our goals, on supporting accreditation site visit.

Question about funding for VP of Equity, Diversity, and Inclusion. DM: In the new contract, there was an increase in FTE for Senate executive board from two FTE to three FTE so we got an additional FTE of funding. Part of that additional FTE will go to fund this position.

Vote: 30 yes, 0 no, 0 abstain.

D. NEW BUSINESS

a. BP/AP 4235, Credit for Prior Learning 1st Reading- Darcie McClelland

- Questions on BP? We will bring this back for a second reading and move on to AP
- AP – Darcie reviewed proposed changes
 - Specific procedures for AP/IB exams: reworded to make clearer
 - Addition of new state mandated procedures pertaining to credit for prior learning
 - Still working on the process for the appeal

b. Resolution Calling for Mandatory Equity PD for all ECC Faculty 1st Reading- Executive Board

- D. McClelland: Background: Executive board has been working on since June
- Gray area because of joint purview with the Federation. Have been working with them
- When e-board saw call to action email, felt as a board that our senate can't sit back and we need to take a bold action
- K. Iino: Thank you for doing this. Federation was unanimously in support. Please let us know how we can support the process along the way
- D. Meek: change date from 2020 to 2021.
- M. McMillan: what would be considered senate-approved?
 - DM: Will be further fleshed out in MOU
 - Brainstormed with e-board and Federation-thinking of having a symbol to show what would qualify as an equity event. For outside things, submit it as you do and, this might fall under VP of Equity and Inclusion, to approve
 - Have some suggested activities for faculty who are new at equity training
 - DM: As you've done a lot of trainings, will have opportunity to host a flex activity
- R. Anthony: Will there be repercussions built in for non-compliance?
 - DM: That is a negotiated item. What has been discussed is that first time person does not do this, will receive a warning letter co signed by dean and member of Senate executive board. If didn't comply after the first time, will get docked pay the way it happens when you don't do flex.
- T. Lau: Will a category be added for PD/Flex reporting?
 - DM: We can work on doing that with people who do Cornerstone, we will have some kind of system to let people know when it's done
- DM: Will bring this back on October 20th, if you have ideas on suggestions please reach out to member of the e-board. We are trying to broadly consult with groups such as Federation, African American Network, etc. We will do our best to incorporate it.

c. Call for Nominations, Senate VP Elect of Equity, Diversity, and Inclusion- Senate Executive Board

- C. Striepe: Would like to nominate Analu Josephides. Analu accepted nomination.
- Nomination period open until next meeting, will have election at our next meeting

E. INFORMATION ITEMS – DISCUSSION

a. Discussion concerning how faculty can better support SRC students in virtual environment- Tiffanie Lau and Gary Greco

- G. Greco: I would like to provide some information in that the purpose of this presentation is to make folks aware of disabilities considered invisible in online environments
- Information provided here can give you some tips to provide awareness of importance of checking in so they maintain engagement and learning, and their experience is a positive one
- Types of Common Invisible Disabilities
 - Learning Disabilities
 - Attention Deficits
 - Autism Spectrum Disorders
 - Visual Impairments

- Mental Health
- Mobility
- Deaf and Hard of Hearing
 - Will explain some of the struggles that they have
- Missed Dynamics on Campus vs Online
 - Nuances missed in remote classes:
 - Comprehension
 - No visual acknowledgement of understanding or not
 - Blank stares
 - Muted mics – because they are afraid to answer or say anything
 - Overall more reading required for online classes
 - Reading the syllabus, lessons, assignments, discussions, etc
 - Attention/Focus
 - Students looking away from the camera
 - Deaf students not looking “straight” on and appear to be looking at someone else
 - Distracted
 - Students moving and not sitting quietly, restless
 - Environmental factors
 - Background noises in the house or outside – different living environments and conditions
 - Family members distracting them
 - No dedicated work/study space
 - Lack of access to technology and/or internet connection
 - Participation
 - Webcam issues
 - Students move in and out of range
 - Camera pointed at a different angle
 - Camera Shy
 - Feels like everyone is looking at everyone
 - Students on the autism spectrum disorder have difficulty adjusting to an online environment and may have difficulty with concentrating and focus. They may not speak up or talk at all
 - There are distractibility issues with this disability as well as they may not be able to read or understand the pulse of the class tone and will have missed these cues
 - Discussion Forum shy
 - Difficulty with spelling
 - Difficulty with getting thoughts into written form
 - Visual impairments is another disability where you may not be aware that student may be low vision or visually impaired and struggling to be able to see the material being presented in your lecture

- Students with mental health issues may have stressors. In an in-person environment, we would be able to see that. In an online environment, may not be able to tell that student is visually upset or visually stressed
- Students with mobility issues: may not be able to see wheelchair, may have mobility issues from the waist down or with their hands, may be reaching for something outside of the camera range
- S. Kadakia: We are not trained for dealing with disabilities. I think we should have a PD session on ways/training for such cases?
 - GC: We can definitely look into that. Will answer questions at end of presentation
- What instructors can do
 - Be mindful of students' interactions in the remote "classroom"
 - Check in with students discretely
 - Check for understanding after a few points/examples
 - Encourage them to visit you during OH
 - Be extra mindful with students who have submitted accommodations
 - Check in to make sure things are going okay
 - Provide a variety of lesson activities
 - Articles
 - Videos
 - Discussions
 - Take a stretch break
 - Test proctoring
 - Can be done via zoom
 - Proctorio may not be accessible for all students
 - Prompts student to move computer to scan room – very uncomfortable and privacy issue
 - Beeps and is more anxiety provoking
 - Reduced distraction testing environment is not possible at home
 - Some students may need more time (or grace) due to lack of technical skills
 - Do not assume your students have the same technology you have
 - Borrowed Chromebooks, tablets, smart phone apps do not have same views
 - Deaf students may be trying to find the Sign Language Interpreter while the instructor has begun lecturing
 - Make sure the deaf student has found the interpreter prior to beginning lecture
 - Provide resource information
 - SRC – feel free to contact at any time
 - Student Services
 - Other ECC support resources
 - Contact us in the SRC, we're here to provide resources
- Resources
 - Special Resource Center – 310-660-3295, srcinfo@elcamino.edu
 - Links to support services
- Q&A
 - Possibility of PD training? GC: Will work on this

- how many students do you think have these disabilities but are not diagnosed?I have seen so many of these behaviors in students that have not made me aware of any disability. I think students are surprised that their usual strategies for learning do not work for the online environment
 - T. Lau: In general, the 10% of our population have a formal disability diagnosed. In online environment, may feel they don't need accommodations. For example, don't need separate table and chair. But still have other struggles in the class but don't feel they need to reach out. If students are struggling, encourage them to reach out to someone in office. Absolutely, online learning environment is very different than regular classroom. In asynchronous class, student can be in class all day long and students don't have time limits that they have in an in-person classroom.
 - GC: Plea for faculty and staff alike- there have been some resolutions passed of becoming more sensitive and aware, if we could think of students with disabilities in same equitable format. We have another underserved population being shoved in closet and not being treated with equity. Have sensitivity and awareness so they have same success at ECC.
 - TL: Community patience and grace is helpful.
- A. Josephides: Many other students not sent by SRC that learned about adaptive access room and opened up to all students who came to reference services. I am so open and available to hearing back from you on how we can make virtual reference equally amazing
- S. Bray: I just wanted to say in response to what you mentioned Gary--it's not playing oppression Olympics by any means, but I don't think that equating racism and racial microaggressions, or by focusing on what Black folk and faculty of color are experiencing on this campus are the same. Yes, we should work toward equity for all students, but those are two very separate issues so I didn't want those two to be combined together.
 - GC: Thank you for pointing that out. Two very, very different issues, I'm just advocating that we look at them both separately but we also look at both under same equitable lens and be given access to succeed just like other students from other backgrounds
- DM: Please share best practices widely with colleagues on campus. Thank you, Gary and Tiffanie, for presentation.

F. OFFICER REPORTS

a. President, Darcie McClelland

- D. McClelland: Had announcements at beginning of meeting, no report

b. Chair, Curriculum- Janet Young

- J. Young: Completed the Annual Certification Training at the Sept 22nd CCC required to continue local approval of courses and most degrees/certificates
- Meeting with ACCJC Team seemed to go well
- Curriculum will be reviewed via Curriculog for the October 27th CCC meeting

- Curriculog Café will be held at the end of each CCC meeting for those who wish to say on the call and ask questions or provide feedback
 - Our meetings are on Tuesdays and Thursdays
- c. VP Educational Policies – Darcie McClelland
- D. McClelland: No report, the BP and AP that are on agenda is what we've been working on
- d. VP Faculty Development- Stacey Allen
- S. Allen: Outstanding Adjunct Faculty Award-nominations due by 4pm this Friday
 - Professional Development Activity Proposal Form has been updated to include:
 - *The Academic Senate strongly encourages racial equity focused professional development. Will tis activity provide opportunities to learn about racism, anti-racism, equity gaps, or other areas related to racial equity?*
 - One way to track activities that are equity focused. As Darcie mentioned, maybe a symbol would appear
 - Faculty PD Plans
 - We are required by Chancellor's Office to submit a PD plan each year, have been out of compliance for some time
 - Our discretionary flex went from 15 to 18
 - If you've already completed your flex obligations, you can write this as a summary
 - This is really just for you to have for records
- e. VP Academic Technology- Pete Marcoux
- P. Marcoux: Canvascon 2020 Online. Deadline to register Oct 9th
 - College Technology Committee
 - Senate orientation: <https://www.instructure.com/canvas/events/canvascon> - please share feedback via email
 - D. McClelland: Thank you to Pete for creating CANVAS shell for orientation
- f. VP Instructional Effectiveness/ALC & SLOs Update- Kevin Degnan
- K. Degnan: Accreditation meetings seemed to go well. Looking forward to hopefully more good news in January.
 - SLO completion rates are near 100% across all divisions.
 - Humanities and Health Sciences & Athletics are at 100% for PLO assessments

G. SPECIAL COMMITTEE REPORTS

- a. ECC VP of Academic Affairs – Jean Shankweiler
- J. Shankweiler:
 - Accreditation – Thank you to everyone that attended interview, forums and worked on accreditation in any way. A special thanks to Claudia Striepe for all her excellent work and support over the last 3 years. Chris Gold stepped in after we lost Linda, I appreciate her work and all of the teams for all their work. We will get our final results from the Commission in January.
 - Guided Pathways: Jenny Simon and the GP team will be accepting proposals to fund requests for Academic Technology that will support one of the 4 GP pillars. Look for more information.

- The documents for Professional Development plans will be coming to faculty soon.
- Lecture Lab Parity proposals documents ready to go out, will send out this afternoon, due Nov 16.

b. ECC VP of Student Services – Ross Miyashiro

- The Warrior Food Pantry served 92 students in one day. The first day served 37 students. Thank you to everyone who supports the Warrior Food Pantry.
- The Warrior Closet will partner with the Warrior Food Pantry to allow students to shop by appointment, and pick-up clothing ordered through the Warrior Closet. Thank you to everyone who have donated new and lightly used clothing.
- The Student Development Office and Associated Students Organization are organizing a Student Town Hall Meeting to discuss Voter Registration and at a second Town Hall to discuss Race and Equity. Please share with your students.

- A. Josephides: how can we donate items? RM: Foundation has link to donate quarterly. Can bring in clothes to warrior pantry and they will get them to Sharonda who coordinates Warrior Closet
- RM: Will have virtual Great Shakeout next Thursday

D. McClelland: One announcement—per constitution and bylaws need elections chair. Pete Marcoux has volunteered so Pete Marcoux will be chairing elections for our new VP of Equity, Inclusion, and Diversity

P. Marcoux: I will work with Rocio and we will be the elections committee.

H. FUTURE AGENDA ITEMS

- a. Update on Noncredit Program
- b. Equity Canvas Course Presentation
- c. AP 4231, Prerequisites

I. PUBLIC COMMENT

None

J. ADJOURN

K. Degnan motioned to adjourn, seconded by C. Striepe. Meeting adjourned at 1:57pm. Thank you, everyone. I welcome any feedback about the changes to the meeting structure just email me or email any member of our board.