

Adjunct (1 Year)

- Karl Striepe
- Alt: Mayra Ochoa

Behavioral & Social Sciences

- Stacey Allen
- John Baranski
- Kristie Daniel-DiGregorio
- Renee Galbavy
- Michael Wynne

Business

- Kurt Hull
- Phillip Lau
- Josh Troesh

Counseling

- Seranda Bray
- Anna Brochet
- Rocio Diaz

Library Learning Resources

- Analu Josephides
- Mary McMillan
- Claudia Striepe

Fine Arts

- Ali Ahmadpour
- Jonathan Bryant
- Joe Hardesty
- Russell McMillin
- Darilyn Rowan

Health Sciences & Athletics

- Andrew Alvillar
- Traci Granger
- Yuko Kawasaki
- Colleen McFaul
- Tiffanie Lau

Humanities

- Kevin Degnan
- Sean Donnell
- Brent Isaacs
- Elayne Kelley
- Pete Marcoux
- Anna Mavromati

Industry & Technology

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

Mathematical Sciences

- Dominic Fanelli
- Lars Kjeseth
- Le Gui
- Ronald Martinez
- Oscar Villareal

Natural Sciences

- Shimonee Kadakia
- Darcie McClelland
- Sanda Oswald
- Shanna Potter
- Anne Valle

Academic Affairs

- Linda Clowers
- Jean Shankweiler

Student Services

- Ross Miyashiro

Associated Students Organization

- Jennifer Lopez

President/Superintendent

- Dena Maloney

ECC Federation

- Carolee Vakil-Jessop

Curriculum Chair

- Janet Young

Institutional Research

- Joshua Rosales

Dean's Reps/Guests/Other Officers:

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Excused: M. McMillan, R. Newell, K. Striepe

ACADEMIC SENATE MINUTES

December 3, 2019

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 2019 semester to order on December 3, 2019 at 12:32 p.m.

B. APPROVAL OF MINUTES (p. 5-13)

DM: See pgs. 5-13 of the packet for minutes from the November 19th meeting. A. Josephides motioned, C. Streipe seconded. Correction: A. Josephides was excused from November 19th meeting. Minutes were approved unanimously with this change.

Dean's Representative

D. McClelland: Welcome our Dean's rep for today, Berkeley Price from Fine Arts.

B. Price: I'm a musician and I taught for 20 years in K-12 and community college. Get to teach clarinet students at lunch time, I'm happy to be here.

C. OFFICER REPORTS

a. President – Darcie McClelland

D. McClelland:

- Senate reps for three committees:
 - Will talk about this more when we talk about faculty diversity, but they are putting an outside committee member for faculty hiring committees this year. Help me find faculty members who are passionate and doing work for equity and diversity. It can be you yourself if you want to serve, or help me find people in your divisions who care about this and willing to sit as outside member. Will be getting these names together and Deans will contact me for a representative.
 - Note: Analu Josephides interested
 - Non-credit work group
 - Last meeting, had discussion about what NC is going to look like on our campus
 - Starting workgroup to look into this
 - Senate co-chair is going to be Shauna Potter from Chemistry. Will also be a Dean co-chair. If you are interested in this workgroup, let me know. Not sure how many meetings, but do know that there are people on this campus that want to have a voice and this is that opportunity
 - Student discipline committee reps
 - Was contacted by Idania Reyes who is putting together a pool of faculty members, when there is a student discipline committee (e.g. if a student is going to be expelled or suspended and they want to appeal that), need a faculty member willing to be a rep.
 - Can't tell you when it will meet because it will be as needed/as it happens

- They will do some training so people are ready when they need them
- About 6-8 faculty

b. Chair, Curriculum – Janet Young

J. Young: Recap of the semester.

- Fall 2019 Review
 - Reviewed 56 courses, 62 2-year review, 21 new courses, 1 new program (Gender and Sexuality Studies); 24 program revisions, 37 DE Addenda; 3 Reactivations; 5 Inactivations; 1 HS Artic Agmnt.
- Curriculog Update
 - Forms have been developed to our specifications
 - Testing has begun and revisions are being made accordingly
 - One-page documents to fill out
 - Next phase – linking the forms with the steps for approval
 - Beta testing in winter with B & SS and Humanities
 - Training clerical support/CCC/DCC, and of course the deans
 - Demo at the Dec 10th CCC meeting – 2:30 DE Room
 - Scheduled to be operational in Spring

c. VP Educational Policies – Darcie McClelland

D. McClelland: Had last ed policies of the semester last week. Still working on field trips and excursions

- Are working on having standardized set of forms for field trips and excursions

d. VP Faculty Development – Stacey Allen

S. Allen: Minutes are on pgs 19-20 of packet. 2 announcements:

- Getting the Job workshop this Friday: encourage adjunct faculty to register and come to this workshop, even if they have attended a workshop in the past. We have a whole new panel and new experiences to share
- Faculty PD needs assessment – please complete if you haven't done so. Will be open until 12/20.
 - Need feedback to plan accordingly and meet your PD needs

e. VP Finance – Josh Troesh

J. Troesh: Two things:

- Change in the budgeting process to make it a little more flexible.
 - If there are budgeting requests that are necessary for academic programs, please let your Deans know so they can filter. Let me know so we can talk about it as well, but Deans will process.
- College is moving from current planning cycle to a 10-year strategic planning cycle, with two 5-year operational planning cycles associated with that
 - Administrative services and those areas are updating all their program planning processes according to that new cycle.
 - Process of program plan cycle, with this new calendar, will come through Senate.
 - J. Shankweiler: we will use the academic program review committee to look at the process and make sure that this alignment works with the program review

f. VP Academic Technology – Pete Marcoux

P. Marcoux:

- Registration is open on Cornerstone for Academic Tech Conference on March 13, 2020

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

K. Degnan:

- On SLO front, everything in Nuventive is current
- The Fall 2019 SLO reports are due Friday, March 6th
- Fall 2019 PLO reports are due Friday, March 20th
- Remember to keep an eye out for those two new fields on the number of students who participated in an assessment and the number of students who met the standard/target for the SLO.
- For program review, programs to be reviewed for next 4 year cycle has been circulated.
 - The program review process will be changing a little bit. Will be condensed and abbreviated. Come to our training tomorrow in Student Services 141 at 1pm. Flex credit is available.
 - Question was asked about details of number of students who met the target? KD: Yes, to see how many students participated and the number of students who met the SLO. Long term, this will help us visualize the data and look at it over time. Data is already there, but this will help us isolate the information and make it easier.

D. SPECIAL COMMITTEE REPORTS

a. ECC VP of Academic Affairs – Jean Shankweiler

J. Shankweiler:

- Faculty hiring list will come out this afternoon. We are hiring 8. I know last time I said maybe more than 10 but we went back and forth with CCCC on what our obligation would be and they wouldn't give us number in writing so we are going half way. This is the first time that Dr. Maloney hasn't followed precisely the list of priority, and justification will be on the letter.
- Guided Pathways assessment due March 1st. Jenny Simon and Maria Garcia have been working really hard to update that. Will be going through consultation to get feedback on the assessment.
- Library is switching to a new library system. Systems Librarian, Ryan Gan, is taking spearheading this, switch is going to start as soon as classes are over. If you have classes in Winter, there might be some hiccups, have a little patience.
 - Question on when it is going to officially be available? Officially in Spring, but will be available in winter. Make sure to update all of your links
 - C. Brewer-Smith: Will that affect Cosmetology database? Answer: Cosmetology will still go the same route as now, not many changes for them.

b. ECC VP of Student Services – Ross Miyashiro

None

c. Distance Education Advisory Committee – Mary McMillan

Mary apologized she could not be here, OER advisory committee is meeting tomorrow. Will discuss whether will have low cost designation on our campus.

E. UNFINISHED BUSINESS

None

G. INFORMATION ITEMS – DISCUSSION

a. Faculty Diversification Resolution and Discussion- Darcie McClelland

D. McClelland:

- This was brought to me by some of our counseling faculty.
- This resolution that you see on p. 68 in packet was one that was adopted at PCC on November 18, 2019
- There was interest among faculty in our Senate to bring forward a similar resolution
- Executive board discussed this and want your feedback before drafted one ourselves. I like the spirit of this one, but for instance, for first resolve, when we look at our data on faculty diversity, we are actually getting fairly representative diverse applicant pools. Our issue tends to be after we have the diverse pool, and they're qualified, they are being screened out before the interview
- In working with HR, they are very open to faculty diversity. They have their own ideas and open to implementing our ideas.
- Some of you said that maybe issue on our campus is with hiring committees and not HR department
- We have been working on this. I talked to President Maloney, Jaynie Ishikawa, Jane Miyashiro, Jean Shankweiler. The ideas that I brought forward myself were:
 - Offer training equity and diversity training for those who are going to serve on a hiring committee
 - Identify faculty committed to equity and diversity lens, have outside committee member on hiring committees
 - These things are moving forward
 - That being said, we can always have ideas to do more
- Opinions about having a resolution, what should it say, and we can work to draft something for next meeting, and formally pass in first meeting in the Spring
 - A. Ahmadpour: I think there should be a resolution
 - C. Vakil-Jessop: Is ethnicity divulged as part of application? I don't believe it is. So if there isn't, I don't see anything happening that would purposely screen out applicants based on ethnicity. I'm for a resolution, but asking the question because I've sat on hiring committees and ethnicity is not divulged.
 - J. Troesh: We do ask as part of EEO, but not part of the committee. What might be helpful is-we know we are getting a diverse hiring pool, and we know the end result may not be what we are looking for, but there is a lot of steps in between a person submitting an application and the person getting hired. It might be nice to know some data about what stage this is happening at. As an example, if losing 95% of diversity at the stage of application not being complete. Then, nothing else we do is going to matter. It might be helpful to know
 - DM: Data shows we have a diverse pool, they are meeting min quals, and being forwarded, but are being screened out by committee. We are losing them at the paper process.
 - CVJ: Could be it work experience?

- JT: Without actual data on what is causing the screen out, it is a series of guesses. There is something in the paperwork causing problems. Which means we need to get better at identifying diverse applicants to not have the right paper package. If that's the case, any training we're doing about implicit bias is not going to solve that problem. We need to get people clear on what we are looking for. If we are asking a question "please write a statement along these lines" and committee is looking for something different, and people aren't reading between those lines, then problem becomes we need to be more clear. If it just become a checks box kind of thing, it may not solve the problem. It may just make us feel better about checking box.
- CVJ: consider more diverse PT faculty if experience is what is keeping them from getting a FT job.
- AA: Instead of dealing with hypothetical abstract ideas, the first thing we have to do is emphasize El Camino's tradition. To have some kind of assessment of last at least 4-5 semesters of our hiring. If we can, invite Vice Presidents of Human Resources to come here and to give us help. The problem that I see at El Camino is that more established individuals (deans, faculty, those serving on these committees), and sometimes members of a department they have one particular person in mind, and will somehow manage to bring on the person they want to have. We need to put an end to this. I'm not going to become a whistleblower by saying name, but want to do some investigation in regards to recent hiring. Let's be honest. Let's send a questionnaire to different divisions and have them share their opinions and out of that come to a better conclusion.
- CVJ: and also hiring procedures for PT and FT are in contract. We have been working for 2 years to get input on these things, it is on the table. Federation would like to hear from people to improve procedures and improve diversity.
- A. Brochet: I'm all for a draft of resolution because I think it is important as faculty to acknowledge something we are striving for. Maybe we can get more buy in if Senate supports this effort. When it comes to training – I do think training could help. I've served on some hiring committees and we come together to draft questions, but no guidance on how to draft questions that can highlight diverse applicant skill sets. We have one diversity questions and other questions are about other things. When we are serving on a committee and come up with questions, see example of questions that we can consider. And number two, when it comes to our ratings forms, it would be helpful to establish criteria we are looking for as a collective. I think these two things might provide more structure and guidance. So that our diverse applicants can shine. Another thing we need to know is trends. If we know we lose candidates in screening, then we can find a way to find these issues and look at the trends.
- P. Marcoux: If we are going to do a resolution, we want to know who is the audience. For the PCC one, the first resolve is toward HR and the second one is toward themselves. We need to make clear who should be doing what. Biggest venue we need to have is to have VP of HR come talk to us—should be on flex day, should be bigger than this room. That's where we should have the discussion. We have to do it this flex day before hiring committees start. And breakouts should be focused on this.
- S. Bray: As a doctoral student doing lots of research looking at the data, students perform higher when faculty is reflective of their communities. Our students should see themselves in us, so it is our job to have a representative faculty. We have these groups of faculty coming in, 8 new faculty in the Fall, incorporate in New Faculty Learning Academy. We have all these trainings that we are doing, why not have one on inclusion and equity and implicit bias training.
- J. Young: Another area that we need help in is that when we are interviewing, we are afraid to stray from questions. I heard that now we can loosen up; but we sit there like robots, so then someone has left something out. If we could get advice from HR on freeing us to ask follow-up questions to be more of a discussion we can get more information from people.

- L. Kjeseth: I don't remember if this is one our stated goals for Academic Senate. For me, the resolution should include the resolve "until such time that we've reached a diverse faculty, this will be a permanent Academic Senate goal" so that it stays on the table for this Academic Senate.
- J. Rosales: Relatively simple solution for beginning screening process-there have been a lot of studies on names. Ethnic sounding names versus American sounding name with identical resumes, the American sounding name will go forward. Name blind screening could help with this.
- DM: and school blind, one of the other things I would like to see is school blind. That is one of the anecdotal things I'm hearing is that there are certain committees looking for a certain college they would like to hire from.
- CVJ: Senate should look at min quals. I know that you have increased min quals over what Chancellor indicates and this adversely affects minority groups who can't afford to take additional units beyond the Master's Degree. We may be losing candidates this way.
- K. Daniel-DiGregorio: Don't want to lose sight of ethnic diversity, but goal is to better support students and student outcomes. Encourage us to include a resolve that says: We are going to hire 30 new faculty per year. We have another 900 faculty who are already here, I would encourage us to put something about equity minded practices in counseling, in our classrooms. So that when everyone reads the resolution, they see something they can do to support students in their own role.
- DM: If you have specific ideas that you want to see in the resolution, please email me those suggestions and I will draft that for next Tuesday. We can discuss and make changes at next week's meeting.
 - Second, if you are interested in serving as outside of division committee member on a FT hiring committee, or someone in your department, please let me know. Want to have a list available.
 - Please make sure they are voting members

G. INFORMATION ITEMS – DISCUSSION

b. Outstanding Part Time Faculty Awards Presentation- Stacey Allen and Jean Shankweiler

S. Allen: Thank you to those who took time to nominate faculty; as well as thanks to our selection committee.

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:

- Christina Gold, Dean, Behavioral and Social Sciences
- Anna Brochet, Counselor
- Elizabeth Russell, Art Instructor and recipient of the 2018 Outstanding Adjunct Faculty Award
- Victoria Aguilar, ASO Vice 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 introduce the 2019 recipient of this award, we'd like to recognize four of our colleagues who will receive an Achievement Award for Distinguished Teaching and Student Learning for their instructional excellence and innovation.

At this time I'd like to invite the following honorees to come up and join me:

- Angela Cranon-Charles
- Angie Kirk

- Jackson Spencer
- Sanda Oswald

Angela Cranon-Charles

Political science instructor, Angela Cranon-Charles was nominated for the OAFAs by her student, Sheena Adolphus, who credits Angela for having an immense influence not only on her own academic success, but also on her daughter's. Both of them were grateful to learn about the concepts, theories and functions of the American political system in her U.S. Government & Politics class. Angela has taught political science for 22 years; in her teaching, she strives to create a collaborative learning and critical-thinking environment in a judgement-free community, where students are supported, challenged and collectively engaged.

Angie Kirk

In nominating English instructor, Angie Kirk, her colleague, Elise Geraghty, praised Angie's strong pedagogical foundation and her love for her students. She notes that Angie is eager to work hard and contribute to any project that focuses on student success. Angie began her own college journey as a student here at ECC and believed there were professors who were holding a torch that lighted a path through. When she began teaching at ECC, that torch was passed to her, and for the last 10 years she has used what she experienced and learned to light the way for other students. In a letter of support for this nomination, students from Angie's English 1A class wrote that it is an honor and a privilege to be in her class and characterized her as an exemplary educator.

Jackson Spencer

Like Angela, communication studies instructor, Jackson Spencer was also nominated by a student. His student Ben Mason praised Jackson for his tireless commitment to students and greatly appreciated his mentorship as a volunteer coach for our award-winning Forensics, Speech and Debate team. According to his colleague, Diana Crossman, Jackson was incredibly successful as a competitive public speaker during his collegiate career which she believes helped to ignite his passion for coaching students for public speaking competitions; in fact, Jackson has helped several students win awards at local, state, and national tournaments. In support of his nomination for this award, Diana characterizes Jackson as an outstanding educator who demonstrates talent, a strong work ethic, and an ability to connect with our diverse student body with his magnetic personality.

Sanda Oswald

Biology instructor, Sanda Oswald, was nominated by her dean, Amy Grant who describes Sanda as dynamic and bursting with energy and someone who is extraordinarily committed to her students. For instance, as the advisor for the Pre-Med club, membership has risen from 15 students to 60! She participates in many outreach activities that promote STEM – both on and off campus – and represents the Natural Sciences Division for the Guided Pathways initiative. Her colleague, Nancy Freeman, notes that Sanda is an outstanding instructor who has been a valuable resource in the biology program. She credits student success in Sanda's classes to her dedicated effort to provide meaningful, engaging, and relevant instruction and experiences. Sanda is passionate about teaching and making a positive impact on people's lives. In fact, in a "thank you" card to Sanda a student wrote, "I have taken 200+ units and have never met a teacher that has helped change my life so much." Congratulations,

And now, I am pleased to announce this year's Outstanding Adjunct Faculty Award recipient, **Counselor Selene Torres**.

Nominated by her dean, Dr. Dipte Patel, and colleagues, Lesley Meza and Kelsey Iino, Selene Torres has been commended for her steadfast commitment to our students and to the mission of El Camino College.

Selene joined El Camino College during the fall of 2017 with her assignments being in Career Counseling, Outreach, Express and The Opportunity Project. In addition to counseling, she has taught Human Development courses and is currently AFT Vice President of Part-Time Faculty.

In support of her nomination, Dr. Patel notes that in her short time at ECC, Selene has made a significant contribution to several areas within student services and outside the division. She describes Selene as a team player who has demonstrated a strong commitment to both students and to our campus community.

Noting that Selene's primary assignment is with Career Counseling, Dr. Patel notes that she has contributed extensively in other areas as well. For example, she has developed workshops to increase awareness of Veteran scholarships, she was a facilitator with the Green Zone training on flex day last fall, she has been actively involved with Guided Pathways and drafted the pathway for the sign language interpreter training program, and when Human Development was in need of an instructor to teach the Project Success learning community classes, Selene stepped up to teach the classes and has done so for the last 2 semesters.

These are just a few of the many ways that Selene lives up to the El Camino mission which is "to make a positive difference in people's lives."

Congratulations to Selene Torres, recipient of the 2019 Outstanding Adjunct Faculty Award! [applause]

[Selene-acceptance speech]

D. McClelland: Thank you for all those to came to support our outstanding part time faculty.

F. NEW BUSINESS

a. Guided Pathways Scale of Assessment 1st Reading- Jenny Simon

J. Simon: Hard act to follow.

D. McClelland: Report is on pages 22-67. Will have a second reading next week.

JS: CCCC is requesting this report to see where colleges are in developing GP and to find out areas where CCCC can support.

- Report put together by GP Steering Committee, Dipte Patel, and Kristina Martinez, Colleen Maldonado, and Kristie Daniel DiGregorio.
- If you turn to page 24, the parts of the report follow the four pillars of GP
- Then there are some questions at the end of the report after the main portion (p. 59)
- Then, there are success stories of the report where we brag about our students
- This is to give legislature some information on how colleges are succeeding
- We do not need feedback on formatting, we are going to put in online system so formatting this document is not that important
- P. Marcoux: First reading, so we're going to see this again. We can go home and look at this
- J. Simon: Can email me if anything sticks out at you
- S. Bray: Question on page 29, in the next steps column, it says K-12 Career Pathways website, and at the bottom high school articulation and existing K-12 Career Pathway programs. Are we developing these programs?
 - J. Shankweiler: We have high school articulation, I believe this is talking about the website to provide in a clear format for students. An example would be ETEC 10 or 12 that they could do at the high school
- PM: Put something about the tech conference under Ensure Learning part

- L. Kjeseth: It might also be support of students in transfer level classes in general.
I just want to say that we've been doing a lot of applauding today, but I think we should applaud. This is a report that is an incredible amount of work and is not easy to put together, this is amazing, and better you than me.
[applause]
- DM: not only did they put this report together, but their deadline got moved up by a month and they put all of this together in just a couple weeks.
- A. Ahmadpour: One more addition. In regards to student engagement, could we include as part of student orientation.

DM: Next week's meeting is a special meeting so we won't be doing our regular reports. It will be a short meeting from 1-2pm.

Any additional faculty diversification comments? None.

H. FUTURE AGENDA ITEMS:

- a. Faculty Diversification Resolution
- b. Senate Evaluation
- c. Low Cost Course Designation
- d. AP 4300, Field Trips and Excursions

I. PUBLIC COMMENT

- S. Bray: Registration started today, remind your students to register for classes next semester.
- C. Brewer-Smith: Cosmetology will be doing their annual hair show, please come out and support.

J. ADJOURN

The meeting adjourned at 1:48 pm

RD/ECC Fall 2019