

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

- Analú 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

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:

- Viviana Unda
-
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Excused: Seranda Bray, Renee Newell

ACADEMIC SENATE MINUTES

September 17, 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 second Academic Senate meeting of the fall 2019 semester to order on September 17, 2019 at 12:30 p.m.

B. APPROVAL OF MINUTES (p. 5-12)

D. McClelland: Welcome Dean's Rep for today, Debra Breckheimer.

D. Breckheimer: I have been here since 1996 as full-time professor. Masters Degree is in Rhetoric. Humanities Division is going through transitions and changes—growing and shrinking, AB 705 helping students get into transfer level English much more quickly. If you have students interested in Journalism, please send them our way. Humanities also houses foreign languages—also send your students our way. Offer Spanish, French, Japanese as majors. We have German and Italian and Chinese classes, a lot to offer here. Also have ESL which is shifting and changing. We are a big, happy family.

See pgs. 5-12 of the packet for minutes from the September 3rd meeting. A. Josephides motioned, B. Isaacs seconded, minutes were approved as presented.

C. OFFICER REPORTS

a. President – Darcie McClelland

Included College Council meeting minutes in packet. Happy to report that AP 7160 passed College Council yesterday. AP 4240 which is Academic Renewal will be on board agenda in October board meeting. We are working this year to revise Making Decisions document, as well as variety of other projects.

Welcome new part-time senator, Mayra Ochoa to our Senate! One of our part-time senators got a full-time job elsewhere and Mayra stepped in and will be serving our Senate.

We get two reps for Senate from Calendar Committee. If you are interested or know someone who is interested to be other rep for Calendar Committee, let me know. Next meeting is on Thursday so we need someone in next few days.

S. Allen: Not large time commitment, an hour on Thursday and will be meeting two or three more times in the semester and you will have a say in calendar planning.

b. Chair, Curriculum – Janet Young

J. Young: I serve on this committee but I am non-voting member. We held two trainings on Flex Day and they went well.

Curriculog update: not quite as far as we wanted to be, but moving full speed ahead. Getting ready to beta test Humanities and Behavioral and Social Sciences very soon. For the rest of us, will be on paper process for rest of the semester. Very happy with progress. In first meeting, held training for curriculum committee members to develop and improve curriculum. We send form to Chancellor's Office in October that gives us right to approve new courses, degrees,

certificates (except for noncredit and Associate Degrees for Transfer). Training and forms have to be verified. A lot of proposals have been submitted to us.

c. VP Educational Policies – Darcie McClelland

D. McClelland: Just a quick announcement: we have had some people not be able to serve anymore. We need representatives from Business, Library and Learning Resources, Fine Arts, Humanities, and Math.

This governs how we do things at the college, if you are on one of these divisions (don't have to be senator) or can help find someone from your division, please contact me. We would really like to have broad representation to iron everything out at committee level. Meets Tuesdays from 1-2pm (second and fourth Tuesdays, alternates with Senate).

d. VP Faculty Development – Stacey Allen

S. Allen: A couple of announcements. First Informed & Inspired next Thursday. Analu has stepped up to help and reached out to Robert Williams. First session will be sneak peak to men of color conference taking place in October at ECC.

A. Josephides: We will showcase what's going to happen during conference and encourage attendees to sign up. There will be Q & A.

SA: Theme for semester is carried over from Professional Development Day, Pathways for student engagement and success. We had our first FDC meeting, minutes in packet. Another way to carry theme is faculty book club. You can register on Cornerstone. Books will be sent to your mailbox so you can get started.

Next, faculty development plans. Last semester, the Senate approved the faculty development plans that FDC created. At that time, were under impression that we would have plans in Cornerstone. But we found out that when Chancellor's Office partnered with Cornerstone, they didn't purchase this capability. Met with Lisa Mednick and Alana, Dr. Shankweiler will email plan to faculty listserve next week. Will download, save, and submit to external training, and will be routed to dean. FDC has approved up to 1 hour of flex credit for this first year only to compensate for learning curve. Sorry for more cumbersome process than imagined.

M. McMillan: We thought it was a living document. Will we be submitting only one time?

K. Hull: How much detail will plan require?

SA: Very simple form. Will be up to your dean if it needs to be more thorough.

P. Marcoux: Something general should be acceptable.

J. Troesh: some of us with licenses tied to what we teach here are in the same boat. We have continuing education that is required, but we don't have knowledge in advance of exactly when these are going to be offered, but will be the same every year.

SA: Yes, would include if it's required by licensing board. You won't be penalized if you're not able to attend something in April you planned in September, for example.

D. Rowan: Is this separate from 24 flex hours required?

SA: Faculty receive 9 hours from mandatory flex days. This plan is asking you to anticipate what you would do in those remaining 15 hours.

One more announcement on page 17. Received request to clarify how much flex credit is given if you are a presenter. We searched the guidelines developed by the Chancellor's Office and decided to adopt the examples they provide. Presenters of flex credit will earn 3 hours of flex credit for one hour of presentation, whether you are on a panel, on Flex Day, Informed & Inspired, etc. If repeated, 2 hours for one hour of presentation. We are hoping that will be more straightforward.

K. Hull: Faculty club advising. If I am advisor for 2 clubs, can I get x hours?

SA: You only need 15, but yes. FDC revised matrix and one of the things we did was took out time limit per activity. If you advise 2 clubs, you get 15 hours for each club.

KH: Will we need to provide documentation for our time?

SA: You do need to upload documentation. Provide something for your dean to show you were advising your club, e.g. meeting every Tuesday.

Y. Kawasaki asked for deadline clarification.

SA: Plans will be due on October 25th.

e. VP Finance – Josh Troesh

J. Troesh: The budget was approved September 3rd. Things that came out of it:

- Fund 15 – money set aside for future retirement contributions.
- Second thing: There is 5 million dollars that is sitting there and not being used. 5 million dollars comes from our relationship with Compton, which ended. State still gave us money, and we don't know if State will ask for it back. If you see it there, it's not that there is anything malicious.
- Last thing: Funding formula – it's still going up and down, good thing is we have funding stable through 2021-2022. More time to figure it out and more time to adjust.

A. Josephides: Same budget that was approved that was going to define what our COLA is going to be?

JT: This is our budget, based on information from State. But not the same budget.

A. Ahmadpour: Who is in charge of lottery money? Who is in charge and how is it being used?

JT: Go to youtube and look up John Oliver "Last Week Tonight State Lotteries". He is a comedian but does effectively go in-depth reporting on issues. This segment is relevant for our entire state. Will help explain why there is no simple answer to this question, and understand limitations our campus has.

A. Ahmadpour asked follow-up question about how lottery money is being distributed.

JT: Lottery money goes into our general fund. That said, process for oversight is budget oversight process. The process on how we decided is it goes to general funds, then follow campus wide process. 87% of our money goes towards us, salaries and benefits. We are very moderate in that. Where we spend our money, like most campus, is salary.

f. VP Academic Technology – Pete Marcoux

P. Marcoux: One sneak preview—Crystal Martin and Library, created Teaching with Technology Center, which will be in Library 68 by old TV studio. Place where we will have some latest and greatest tech tools for faculty to try out, for instance, Virtual Reality goggles for faculty to try out. More information on that will be forthcoming.

Also, in this room, we have new projectors. What is nice about new projectors that they are installing in some rooms is that they are wireless and can grant access to devices in room. Classrooms will have this capability, but faculty have total control.

Our next Academic Technology committee meeting is September 26 1-2pm in Library 68. Second committee is College Tech Committee, meets 3rd Tuesday from 2-3pm so we have meeting right after this.

J. Lopez: Can students join?

PM: Yes! We love having students. Contact me.

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

K. Degnan: SLO committee met September 9, established goals for year. Trying to make SLO reporting more effective. What we are looking at here is initial report on SLO report completion from Spring-Summer 2019. This shows breakdown of remaining SLO reports. Some highlights: always looking to see who has 100% completion, Humanities! Most other divisions are 5 or fewer remaining with some exceptions. This report should be taken with grain of salt.

SLO reports were due last Friday and it is only Tuesday. There are some changes to be made but we expect more divisions to move toward 0. A lot fuller report in the next couple of days.

PLO reports due September 27th, once that deadline passes will give update.

D. SPECIAL COMMITTEE REPORTS

a. Dr. Jean Shankweiler - VP of Academic Affairs

J. Shankweiler: Also working on Curriculum with Janet. The big thing we are working on is Guided Pathways, Jenny and Maria working on appeals process. Once these are finalized, Program Mapper will be up on website! It will show courses they need to take for major.

Started success teams pilot with Business Division. Working on planning summit in Winter session to take what they learned and put in a handbook on how to move forward.

b. Ross Miyashiro – VP of Student Services

We have now opened up the SEA Center, Mon-Thurs 8-7pm where students can go in and get tutoring, computers, study groups, and free printing. Gives students more time to study. Still don't have cell phone trees.

[1:10-15pm fire alarm]

c. Distance Education Advisory Committee – Mary McMillan

M. McMillan: we have our next meeting tomorrow.

E. UNFINISHED BUSINESS

a. 2020-2023 Strategic Plan, 2nd Reading – Viviana Unda

a. Motion to approve: P. Marcoux, seconded by S. Donnell.

V. Unda: Going through collegial consultation. See slide: Comprehensive Master Plan sets direction for college in long-term. Strategic Plan creates actionable items, so it's more grab-able.

The 2020-2023 Strategic Plan is what is going through consultation. We will have 2 strategic plans that are 5 years plans, so we want to organize things in 5 year cycle.

BP 1200, December 2014 included Mission, vision, and values, and strategic plan. In June 2019, now strategic plan is stand alone document. Questions or feedback?

K. Daniel DiGregorio: shout out to everyone who worked on this. On page 22 of packet, A3, might fit better under B. Student Success and Support. There is no mention of faculty under Strategic Initiative B and faculty play important role in student success.

C. Streipe: Why jump from 5 year to 10 year plan?

VU: President Maloney has vision for a long-term, comprehensive look. There are colleges who do 5 years, colleges who do 10 years, up to college.

KDG suggested change to strategic initiative B on page 23.

VU: It could be these are very inter-related initiatives and objectives, so we don't have some initiatives with more objectives than others.

C. Streipe: how are outcomes being measured?

VU: Once consultation ends, we will build performance indicators but these don't go through collegial consultation. Anything else? I also want to mention that mission, vision, and values had some wordsmithing. These are included.

P. Marcoux: Where does it go next?

VU: College Council, calendar, a total of 6 committees.

M. McMillan: If there is something we want to add, do we send it to you? This is a 3 year plan. Thinking of LACCD lawsuit about being 508 compliant. PM: Maybe they could talk about it in College Council. MM: thinking about all our webpages, our class content, and I don't see it anywhere in our plan. This lawsuit really hones in on this and thinking of whether it should be in our plan.

DM: I will bring up in College Council. All those in favor to send forward with suggested changes- motion passed, no oppositions or abstentions.

b. 2019-2020 Academic Senate goals

D. McClelland: We took in suggestions and updated goals are on page 32-33. For Part A, the change from last time is on second to last bullet. For Part B, no changes asked for. For Part C, has the most changes. Suggested to pull out accreditation and make its own bullet and it is now D. Added OER C3. Part D, completely new.

K. Daniel DiGregorio: Since consultation is legal term, suggest simplifying a little bit. KDD suggested changes.

A. Ahmadpour: Do we need to also collaborate with students? Maybe include in first part under A.

J. Lopez: For A6, include student involvement. There is a policy that student can be a part of hiring for diversity.

J. Troesh: May want to talk with union about that because while it may be legal, may not be allowed with our contract. Just so you know if it doesn't end up on there, that could be the reason.

KDD: If students are involved, they are going to be nominated by ASO, so campus leaders would be covered. Recommend leaving as is.

DM: Campus leaders can be any group, including student leaders.

KDD: In number 7, include collaboration with Federation and ASO.

Motion to approve 2019-20 senate goals: L. Kjeseth, seconded by A. Ahmadpour.

DM: Any other questions?

K. Hull: question for A6. Is the intent of that bullet point just faculty diversity or overall faculty quality?

DM: This specific bullet point is to address increasing faculty diversity, which something very important coming down from Chancellor's Office and Statewide Senate.

All those in favor to approve senate goals with suggested changes- motion passed with no oppositions or abstentions.

F. NEW BUSINESS

a. AP 4227, Repeatable Courses, 1st Reading- Darcie McClelland

Tabled for next meeting

b. AP 4102, Career Education Programs, 1st Reading – Darcie McClelland

Tabled for next meeting

G. Information Items - Discussion

a. Enrollment Management Update- Jean Shankweiler

Enrollment management plan is on pages 40-70. The structure of enrollment management plan is to look at what we did on last Enrollment Management Plan and update objectives. The indicators 2019-2022. Goals and strategies are really the body, there is a glossary to clear up terminology. Appendices include detailed updates from 2016-2019, B and C are more detailed data that didn't need to be in body of plan but contributed to what we decided to do.

Updates: Achieve enrollment levels to maximize our resources. We know what we are getting this year and next year, but year after is up in the air. Maintain student access one of biggest feature. Well-balanced schedule and that we offer classes that students need.

Basic principle is that we are supporting strategic initiatives as well as Vision for Success from Chancellor's Office, and Guided Pathways as well.

Goals and Strategies: if we want to use strategic initiatives and Guided Pathways to guide what we are trying to do, we aligned our goals from enrollment management plan to these. Clarify the Path = Access; Enter the Path = Engagement; Stay the Path = Retention. Retention is from one semester to following semester (used to call persistence). Ensure learning = completion.

First goal is access. Will include metamajors. Objectives include new SIS system. This table has generalized statements from larger table. Some of those access goals are SIS, compressive marketing materials, communicating with partners. Used very conservative growth rate of .6% annually. CCCCCO recommends .55.

Engagement: streamline applications and onboarding processes. These efforts will yield increases in applicant rate and this is in consultation with Dean of Enrollment Services. Objectives include improve orientation and onboarding process; last year we started Scheduling for Success Committee to look at scheduling classes effectively. We did a survey last semester on college hour, created a general grid. Comprehensive adult education program.

Goal 3 is retention. It is to focus on efforts to keep students engaged. Returning each semester to achieve their goals. We hope will result in 1.5% growth in one semester retention rates. On p. 54, it should be Fall 2018 to Spring 2019. Enhance professional development events to keep all our students engaged. Tutoring, online education will all be part of this retention strategy.

Completion includes degree audit. In program reviews, how are we using program review to improve what we are doing and meet Vision for Success. We will work on online ADTs. We have quite a number of ADTs but how many of those can students take online. 8 week class and hybrid classes. Degree audit – need to implement electronic tool for our students so they can tell where they are in degree progress.

These are efforts we want to put in EMP. Welcome any comments. Want us to go to board in October.

A. Josephides: I am a faculty advisor and I was wondering, one of big discussions is life discussions and coming back to school and sitting with younger generations in class. When you talk about goal to increase support for adult learners and on p. 56 it says develop comprehensive adult education program, is that one and the same?

JS: On p. 66, where we talk about comprehensive adult education programs, that's more than just degrees, but what certificates and noncredit programs might be relevant. Or short term certifications for their job.

AJ: I see. Is there an area where we are looking at life experience for these students? E.g., how are these groups of students being addressed?

JS: There is an adult education workgroup that we can connect these students to, chaired by Adriana Estrada.

Feel free to email me with feedback.

b. Behavioral Management Workshop Announcement – Susan Nilles

Flyer is in your packet for Behavioral Management Workshop happening on October 25th, it is free, lunch is provided for 50-100 attendees. Behavioral intervention teams (BIT) are on college campuses across US. BITs, AIMS on this campus, came into play after Virginia Tech shooting. What they found was that if there is one central reporting place to report odd behaviors on campus, could have prevented from happening.

Two biggest misconceptions about AIMS: it is for emergencies. No, we want to connect the dots around campus. And second, that we are pro bono of individuals to help you with your problems. In fact, we are all running our own programs and coming together to help you solve your problems. These themes are what we see: Disruptive behaviors in the classroom, preventing staff burnout, and suicide prevention.

PM: Can you go to just one session? SN: Yes. Will take place in East Dining Room. Sign up in Cornerstone. Thank you for your time, feel free to call me at any time.

H. FUTURE AGENDA ITEMS

- a. AP 5070, Attendance
- b. AP 4020, Program, Curriculum, and Course Development
- c. AB 705 Guided and Self Placement Process
- d. Campus Construction Update

I. PUBLIC COMMENT

None.

J. ADJOURN

The meeting adjourned at 1:53 pm
RD/ECC Fall 2019