

ACADEMIC SENATE MINUTES

June 4, 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 Kristie Daniel-DiGregorio called the eighth Academic Senate meeting of the spring 2019 semester to order on May 21, 2019 at 12:30 p.m.

B. APPROVAL OF MINUTES

See pgs. 6-12 of the packet for minutes from the May 21 meeting. P. Marcoux motioned, C. Wells seconded, minutes passed as presented.

KDD: This gives us a chance to meet Moses Wolfenstein, our new Distance Education Coordinator. Thanks for being here, welcome. M. Wolfenstein: I am the new Coordinator for Distance Education. I am part time through the end of this month. I am starting full time July 1 and you can find me down in the basement. I come to you from Wisconsin, and this is a bit of a change in climate. I am a native Angelino, I have been away for a long time and it is good to be back. I have been in online education for about 10 years now. My top priority for you all right now is the online teaching/learning course on Canvas which will be starting July 8th. I am open to any feedback. Getting our courses into the Course Exchange is another priority. You all know where to find me. It is great to make your acquaintance.

C. OFFICER REPORTS

a. President – Kristie Daniel-DiGregorio (pgs. 13-14)

What we have done is based on some feedback from our last senate meeting, and also some comments from professional development and learning and our FDC. We have tried to summarize some of the topics, issues and concerns and strategies for our new Cornerstone reporting system. We have talked about the challenges and limitations with the system. Faculty had some concerns. What we really want you to know is that we have some new strategies in place. If you need one-on-one support, you can reach out to professional development. They have streamlined the submission process. They are working on some guidance and a template. We are making progress. S. Allen: Thank you Kristie for making the table, because it does show some of the concerns that were brought up. The FDC continues to address some of these same issues. Professional Development plans on sending out an email with some guidelines later this week.

Our constitutional changes have been ratified by the faculty. By the majority vote of the faculty voting, 95% were in favor. Our changes are effective immediately. Thank you everyone for your input and hard work.

We have wrapped up senator elections for our part-time senators. Congratulations Karl Striepe, who has been reelected. Jessica Heffner from Humanities will also serve, and Tom Lovell will serve as the alternate. Welcome new senators, thank you senior senators for helping us recruit new senators. Thank you returning senators, and thank you outgoing senators. Thank you to everyone who has served!

b. VP Compton College – Jesse Mills

KDD: I know you are having mobility issues, Jesse. You can give your report from there. J. Mills: We don't have much to report. We finally had our vote on the Comprehensive Master Plan. I haven't seen the tally, I assume we passed. We also had some very interesting elections this last week. We have a new president-elect. This is the last update.

c. Chair, Curriculum – Janet Young

I want to report our online catalog launched on May 9th. There are 2 ways to access it, you can go to the URL. Have confidence. Downloading the app is not required. Our Curriculog update: We have had 8 meetings with DigArc, the customization is going well, and we are streamlining all the forms and processes. It will be operational in the fall. We will start training in the summer with interested faculty.

Here is what we have done:

- 20 New courses
- 296 Course revisions
- 9 New certificates/programs
- 10 Program revisions
- 194 DE addenda
- 19 Inactivations
- 1 Reactivation

Thank you CCC committee! We also revised our bylaws. 4 of our 5 CCC Reps are staying on for another 3 year term. I had to do a little begging. We are so grateful since we are instituting a new system. We are sending a term to the 4-day Curriculum Institute in July. (Janet Young, Walter Cox, and Jon Minei) We will be conducting division curriculum training. The paper-based system will be going away! We will be all digital all the time! Thank you!

d. VP Educational Policies – Darcie McClelland

In the spirit of our accomplishments. Ed Policies and all of you have reviewed and approved 19 BP/s and AP's. Thank you everyone for the feedback and work and concerns. We have gotten a lot of work done this year.

Very quickly to follow up last time, there were a lot of questions about the excused withdrawal change to our grading policy. A memo came out with additional guidance in March from the Chancellors Office. I wanted to hit a couple of the highlights. Several of you asked about a student illness being one of the reasons for student withdrawal. This is listed and they do have to have a Doctor's note. Yes, this is one of the reasons they could get a student withdrawal. They listed some additional stipulations that hit at the heart of some of the other questions that were asked. Under these additional stipulations it says, "*As EW symbol may be requested by the student at any time during the semester, and no later than the date when the district or college policy allows a grade change.*" We do have to follow grade change procedures per guidance from the Chancellors Office. *The financial aid of the student may be affected.* Ross: It will count for Federal not for state.

e. VP Faculty Development – Stacey Allen (pgs. 15-18)

On pages 15 & 16 are our minutes. On pages 17 & 18 is the recap of all the activities that the FDC was involved in during the last academic year. We were very busy and I thank you for your support!

f. VP Finance – Sidney Porter

KDD: Sidney Porter was double booked for today, but he is filling in for Josh while Josh is out on family leave.

g. VP Academic Technology – Pete Marcoux

Some potential good news, they have started some pilots for moving faculty email to the cloud. It seems to be working pretty well. Hopefully, this summer your email will be shifted. You won't notice much of a change if you use Outlook. There will be some changes to the address where you'll be accessing your email. They switched mine over, I was like a guinea pig, and I had to delete my app and re-install for my phone and tablet. They will be sending out instructions when they do make the change. What is nice, is we will get 50 Gigs of storage.

Secondly, I am getting a lot of questions about submitting grades and documentation. Right now, my associate dean thinks it will be similar to Winter. You can submit paper like we always have, or email items to rosters@elcamino.edu Stay tuned, I think it is going to be a little messy with the different attendance reports they are going to get. If you use Canvas to take attendance, the file that it generates is ginormous!! It is 60 pages long for one class.

h. VP Instructional Effectiveness/ALC/SLO's Update – R. Serr (pg. 19)

Don't forget to remind your colleagues to turn in their assessments.

D. SPECIAL COMMITTEE REPORTS

Dr. Jean Shankweiler - VP of Academic Affairs

Will be coming in a little later.

Ross Miyashiro – VP of Student Services

The year is ending, but when you come back in the fall, hopefully you will come back to a new Student Services building. It will be a brand new way for us to help students.

E. UNFINISHED BUSINESS

Professional Development Plans: 2nd Reading – Stacey Allen (pgs. 20-23)

Thank you for your feedback at the last meeting. This is our second reading, we haven't made any changes to the plan. This is a faculty driven initiative, it is planned to be peer reviewed. KDD: The matrix was faculty developed. It is very simple, just checks and boxes. S. Allen: The guidelines are not very detailed. This will be in Cornerstone on July 1. We are doing this obviously to be in compliance. We want it to be meaningful. I am using it as a useful tool. If you are being evaluated, you can use this as a reflection. It is a way to have some continuity. You can reflect on your objectives. We are just asking that you list some goals. We want it to be quick, easy, user friendly, and meaningful. KDD: What we are voting on is the Faculty Professional Development plan. All approved!

AP 7160 Professional Development: 2nd Reading – Darcie McClelland (pgs. 24-29)

Ali Ahmadpour motioned, P. Marcoux seconded. Darcie: Any questions, comments or concerns? KDD: The FDC has discussed this since our last senate meeting. Any feedback or input? S. Allen: We thought the Ed Policies committee did a fantastic job on revising to AP. We all noted in this particular version of the AP, it was nice to see the actual PD expenditures. We all agreed that the transparency is certainly important. KDD: All those in favor? All were!! This was a BIG one! Whew, thank you to all....this has been about 18 months!

Student Equity Plan: 2nd Reading – Nayeli Oliva & Ross Miyashiro (pgs. 30-56)

A. Josephides motioned, J. Casper seconded. N. Oliva: Initially, back in 2014, when this plan was developed, we never allocated funding for EOPS or LGBT. That is something that we are already doing, but it has to be part of the equity plan. Those are the only changes that you will find in the packet. KDD: Any questions about those changes or the plan? Ali: Why do we have to go through a special channel to ask for help? Why can't we ask the school for a tutor to work with the students? Ross: We are inviting faculty members to come and work with the program directly. This is a program for equity. So the program is set up so that disproportionately impacted students have equal footing with all students. N. Oliva: Back in 2015 we started doing equity training across campus. It didn't really work. We are going to start again and open up equity training in the Fall. KDD: Any other questions, comments or feedback? It was approved!

F. NEW BUSINESS

We would like to take a few minutes for recognition and appreciation. I would like to have the Executive Board join me. First we would like to recognize Amber Gillis and Jesse Mills for their hard work at Compton College. We would like to present you this Resolution of Appreciation for Professor Amber Gillis and Professor Jesse Mills for their dedication on behalf of Compton College.

Whereas, Professors Amber Gillis and Jesse Mills have been called upon to serve simultaneously in leadership roles on the Compton and the El Camino Academic Senates; and

Whereas, Professors Gillis and Mills have led their College during a time of significant change and have been instrumental in facilitating that change; and

Whereas, Professors Gillis and Mills have worked tirelessly in their successful efforts to reestablish accreditation for Compton College and to build the infrastructure to ensure the College's future success; and

Whereas, Professors Gillis and Mills have been engaged in an endeavor for which there is no guidebook, yet have managed to create a model recognized throughout the state for its effectiveness; and

Whereas, Professors Gillis and Mills have created an enduring legacy for the Compton community by successfully buying a vowel (and changing a few letters) to transform Compton **Center** into Compton **College**; be it therefore

Resolved, Professors Amber Gillis and Jesse Mills are thanked and appreciated for their service to the El Camino College Academic Senate as well as their hard work, their collegiality, and their unfailing commitment to student success.

KDD: We also have a little something for Wiley Wilson, our ASO Representative. Thank you so much for your service and all your involvement. We see you at lots of meetings, not only here but also Council of Deans. Thank you very much. Ross: Wiley has been accepted to UC Irvine and will be attending in the Fall.

KDD: Then we have some recognition for our retiring senators. I will catch up with you later.

S. Allen: We would also like to recognize our fearless academic senate secretary, Professor Traci Granger. We would like to present her with a resolution for her dedication and exemplary service as Academic Senate Secretary.

Whereas, Professor Traci Granger has devoted the past three years of professional service as Secretary of the Academic Senate; and

Whereas, Traci holds *WORLD* records in several swimming events and could literally swim circles around all of us; and

Whereas, Traci brings unfailing good humor to every situation, regardless of the challenges or difficulties they present; and

Whereas, Traci consistently gives 110% in every single thing she does which includes keeping copious minutes for the Senate and recording every single word that is spoken at every single meeting, including a laugh track, even though sometimes we wish that was not the case; and

Whereas, Traci skillfully manages Senate business which includes, but is not limited to, attendance, name cards, overseeing the Senate website, and supervising Senator elections; and

Whereas, Traci willingly pitches in to get the job done, whether it's gathering leftover packets, taking out the trash after meetings, or sitting on selection committees; and

Whereas, Traci's calm demeanor and penchant for rational thought serves us all well when, on occasion, meetings get passionate and varied opinions are sometimes expressed; be it therefore

Resolved, Professor Traci Granger is sincerely thanked for her collegiality, hard work, and dedication to the Senate and contributions to the College and is wished balance, a little down-time, and opportunities to pursue her passions and hobbies, and is hereby honored and celebrated on this day.

S. Allen: We have an engraved bell for you so you never forget us. Thank you!

S. Allen: Of course, we have to say goodbye to our outgoing President, Kristie Daniel-DiGregorio. The Academic Senate of El Camino College resolution of appreciation for Dr.

Kristie Daniel-DiGregorio for her dedication and exemplary service as Academic Senate President.

Whereas, Kristie Daniel-DiGregorio has devoted the past six years of service on the Academic Senate Executive Board with three outstanding years as the Vice-President of Faculty Development followed by three stellar years as Senate president; and

Whereas, Kristie has devoted countless hours preparing meeting packets, agendas, and emails, often late into the night, and has organized and managed Senate meetings with precision, grace, diplomacy, poise, and patience, and gently moved us back on track when we got derailed; and

Whereas, Kristie has steadfastly championed and represented El Camino College at local and Statewide Academic Senate meetings and Plenary Sessions, and campus committees; and

Whereas, Kristie has devoted countless hours to encouraging, supporting, mentoring, and inspiring current and new faculty to participate in Senate activities and has been willing to honorably and openly assess the effectiveness of the Senate in order to improve its service to the College; and

Whereas, Kristie treats everyone with respect and dignity and finds the good in all of us and all of our ideas and demonstrates an endless supply of positive energy; and

Whereas, Kristie has a charming accent that pops up occasionally when she pronounces words such as pro-cess, mum, and y'all; and

Whereas, Kristie possesses unparalleled tenacity, exhibited by her success in shepherding many documents, such as the Code of Ethics AP and Faculty Evaluations, through myriads of red tape and committees and has made positive changes to our processes that will be a lasting legacy for future presidents; and

Whereas, Kristie has demonstrated the unequalled skill of successfully balancing her Senate obligations with an uncompromising pursuit of the highest caliber pedagogy. She has demonstrated her commitment to innovations in teaching and learning by facilitating the development of quality courses and materials, provided tireless support and mentoring for faculty, encouraged creative opportunities for professional growth, and cultivated safe and effective learning environments for students and faculty alike; and

Resolved, Kristie Daniel-DiGregorio is whole-heartedly thanked for her Yeoman efforts and indefatigable service to the Senate and to the College, and although she will be greatly missed, is hereby recognized for the legacy she leaves behind. Kristie is wished continued professional success, balance in her life, and much deserved family time, and is hereby honored and celebrated.

(There was a standing ovation, and congratulations by all that lasted several minutes!)

J. Shankweiler: There is a little tradition I have noticed as the year has gone on, Kristie has become more and more attached to her gavel. How could she step down without her very own gavel? I just want to say that Kristie makes everyone better! I think the work that she has done has made El Camino exceptional in our consultation process. Someone pointed something out to me yesterday. We may take a long time to do things, but we don't go back and do them over, because we take the time to do them right the first time. She is very good at gently reminding me when I want to skip that one step.

KDD: It has been such an honor to serve each of you, our college, our students. It is so humbling the trust that you have had in me. Nothing we have accomplished has been because of me. It has been a team effort and that includes every one of you. You read your packets and brought your excellent questions to meetings and brought up things that we didn't even think of. You have helped us improve things in a way we couldn't imagine. Every single one of you is part of the success that we have created. This Executive Board, yeoman, indefatigable, all those words describe these amazing leaders. We are really lucky to have Administrators who are all in on the consultation process. We have a great floor model and leader in Dr. Maloney. She is a great example. I like to tease Jean that I know what her happy face looks like. I know when Jean disagrees, but here is what I respect so much about her. Her sleeves are still rolled up and we are still moving forward. Whether she agrees or not, she knows that if I am raising a question, other faculty are also raising questions and it is something we need to stop and give some time to. Thank you all for your support and understanding. I need to be home and available a little bit more. Thank you again and when the nest is empty maybe I can come back too senate. Not as President, you are in excellent hands!!

Recommended Syllabus Statements – Stacey Allen (pgs. 57-59)

KDD: We looked at these last meeting. We will call for a motion of affirmation since we are having one reading. C. Striepe motioned, S. Bray seconded. Stacey: The FDC was asked to review and update the sample syllabus statement. They are only recommendations, they are on the website. We spent a great deal of time last year working on the statement for recording in the classroom. We didn't do anything with that one. We went through and updated the links because they had all changed. We did add child abuse to the Title 9 statement. We added an ADA statement. A statement concerning food and housing insecurities, and undocumented students. Also with the hard work of the student discipline task force, we had a recommendation. KDD: These are only recommended, they are not mandated in any way. Some folks have asked about this information. We want to take a proactive approach and support faculty with some of these issues. It is nicer to have this on the front end. If students start talking about gender based misconduct, if we have in our syllabus that we are going to have to report that, it would be a much more comfortable conversation than it would be otherwise. We aren't adding additional awkwardness and difficulty to the conversation. (There was a question about financial aid information for students and purchasing supplies for class.) KDD: There is a list of academic support services. Pete: Is this in the catalog? KDD: It is on the academic senate website. I don't believe it is in the catalog. There has been a lot of deliberation on this, I don't know if we want it to be open source. C. Wells: I had a perpetrator who did not think it was a problem. Can we tweak this on our syllabus? KDD: You can absolutely on your syllabus. This is just recommended. Pete: I would just label them. KDD: All the student services are listed. This is not the final version, people are getting their syllabi ready for Summer and Fall. R. Diaz: Counseling is a little out-of-date. KDD: All affirmed the syllabus statements. Thank you very much everyone and to the FDC for working on this.

Guided Pathways Assessment: 1st Reading – Janice Pon-Ishikawa (pgs. 60-82)

KDD: We are having a first reading now and a second reading in Fall because of the deadlines we have received from the Chancellors Office. Thank you to Janice for being here. Janice: I put together a summary. Recently we submitted a draft of this and we added a little bit more since we last had it here. The four areas align with the four pillars. For each of the 4 areas, there are bullets they asked us to answer for items that we are doing towards those things. 1) Mapping Pathways to Student End Goals: One of the main things we have been doing is creating meta-majors. 2) Helping Students Choose and Enter a Program Pathway: There were Career questions that were added to the self-assessment. It will help us identify students who are undecided to a major. We want to help get them into a pathway. We want to increase the uses of ECC Connect. 3) Keeping Students on the Path: Have better scheduling in the future. 4) Ensuring that Students are Learning. Are there any questions or comments? KDD: What kind of changes do you anticipate? Major changes between now and the Fall? Janice: I don't see too

many changes. Unless we move a lot more support committees. KDD: If people have additions or suggestions, they can reach out to you. Janice: Yes.

G. INFORMATION ITEMS –DISCUSSION

Budget Update – Jim Buysee, Interim Vice President Administrative Services

KDD: Thank you Jim Buysee for being here. He is going to give us a bit of an update. J. Buysee: Good afternoon, it is a pleasure being here today. This is going to be a brief presentation. As Yogi Berra famously said, *it ain't over until it's over*, so we are right in the middle of the budget right now at the state. We are waiting for the final budget. Everything is subject to change at this point. Governor Brown had a lot of sway in terms of what the final budget looked like. We really don't know what is going to happen with Governor Newsom. We have an unstable funding model, the student centered funding formula. They are changing this in real time. We found out in March the way this formula will work is basically unheard of. I have been in this business for 47 years. They are prospectively setting it aside, then they will bring it back in 2021-2022. We may not see the affect until 22-23. There is a current year, system wide revenue shortfall \$228 million. We found out this Spring the model was underfunded. Chancellor's Office seems confident that this budget hole will fill in. That all remains to be seen. IT/AV replacement schedule is something my staff is working on. In the coming year we are adding 137,053 additional gsf (SSB and Gym). We are going through the Compton separation. STRS/PERS we have a financial cliff that is what people are calling it. In Sacramento, somewhere around 2022-2023, there will be a funding problem. There was a patch, like putting a band aid on an open wound. We'll have to see how that plays out. The state revenue outlook, I don't see a recession happening between now and July. For 5-6 years people have been predicting a recession, they have been wrong. They talked about what the effects a recession might have on the state budget. The stock market is where the bulk of our tax money comes from, capital gains.

The tentative budget is to give us spending authority for July 1. The Student Centered Funding Formula is being set aside for further work. They are assuring us base plus COLA. We are not anticipating any enrollment growth. COLA is 3.26% Prop 98 Split, we share it with K-12, they get the bulk of it, we got 2.93%. The highest it's ever been is 12.1%. 10.93 is where it seems to be settling in. The Governor has a \$3.0 billion buy down of CalSTRS employer contribution rates. We don't know what that means to us at this point.

We are stable, there are a handful of districts that are growing. \$40 million one-time funding (schedule maintenance, instructional equipment and water conservation projects). In January that number was \$0.

We are assuming that the current year revenue shortfalls will be fully addressed and backfilled. There is going to be a lot of work done between now and the September Board meeting. These numbers will change, how much they'll change, the emphasis is on the word tentative.

Next steps: Assembly and Senate adopt budgets, they have now done that. It now moves to Conference Committee. Assembly and Senate pass budget proposal. The Governor reviews and acts on the legislative budget. In late June, out of the state Chancellors Office comes the Apportionment Report which is very important. Year-end closing July-August so we know exactly where we end at the fiscal year. Questions? C. Wells: Is there retirement incentive? J. Buysee: No. KDD: We just did that. Thank you so much, Jim.

Recognition and Appreciation

KDD: Please look at your raffle ticket, we have a few things to raffle off. Wiley Wilson, A. Josephides, Dr. Wynne, A. Brochet, A. Mavromati, R. Diaz, J. Pon-Ishikawa, W. Wilson, and C. Pineda were winners.

Thank you everyone!!

H. FUTURE AGENDA ITEMS

Senate Orientation
Guided Pathways Assessment

I. PUBLIC COMMENT

J. ADJOURN

The meeting adjourned at 2:05 pm
TG/ECC Spring 2019