



**Behavioral & Social Sciences  
Division Meeting Minutes  
August 22, 2018**

**Present:** S. Allen, J. Baranski, D. Black, M. Braun, J. Casper, C. Cervantes, Y. Chu, M. Cortez, K. Daniel-DiGregorio, J. Farias, R. Firestone, M. Fujiwara, R. Galbavy, B. Gibson, B. Goldenberg, S. Gonzales, X. Herrera, H. Herrera Thomas, A. Himsel, L. Houske, J. Jefferis, E. Kang, T. Klein, B. Knapp, A. LaCoe, F. Leon, A. Mannen, R. Mascolo, C. Mataalii, M. Moen, R. Otero, D. Ram, D. Reed, A. Simon, J. Soden, K. Striepe, L. Struble, O. Teal, S. Tharuvai, S. Uribe, D. Walker, M. Waters, L. Widman, K. Wosick, M. Wynne, J. Young

**Absent:** T. Carter (sabbatical), A. Himsel (sabbatical), M. Inouye (sick leave), J. Montgomery (emergency leave), E. Munoz (emergency leave), Jason Suarez (emergency leave), A. Verge (sick leave)

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**Welcome Back**

Dr. Gold welcomed everyone back for the fall semester and thanked adjunct instructors for attending. 14 new adjuncts were hired over the summer: Kumi Smart (Childhood Education), Kathy Carbajal (Education), Omar Gonzalez (Ethnic Studies), Nathan Lopez (Ethnic Studies), Sarah FitzGerald (History), Mike Fraga (History), Barry Goldenberg (History), John Trausch (History), Amanda Colbeck (Human Development), Steven Gonzales (Political Science), Christine Jun (Political Science), Eunice Kang (Political Science), Micheal Huff (Psychology), and Justin Huft (Psychology).

Blair Gibson and Juli Soden who are returning from a sabbatical last semester were welcomed back. Tanja Carter and Amy Himsel are on sabbatical this fall. If you haven't tried it, she highly recommends it as an opportunity to reengage with your discipline. People often return from sabbatical refreshed and excited about returning to the classroom. You can apply after seven years of service.

Welcome back Cynthia Cervantes who was out last semester bonding with her new baby.

**Congratulations**

Five year service awards were distributed for Renee Galbavy (Psychology), Xocoyotzin Herrera (Ethnic Studies/History), and Felipe Leon (Philosophy). Ten year service awards were given to Randy Firestone (Philosophy), and Michelle Moen (Childhood Education). Blair Gibson (Anthropology) received an award for 20 years of service.

This fall we are congratulating Yun Chu who received tenure at the end of spring. Last spring we celebrated Xocoyotzin, Felipe, and Renee.

Congratulations to Compton College. By next fall, Compton should once again be an independent college. By the end of this academic year, Compton College should be a fully accredited college operating within its own district. Their 13 years of partnership with El Camino has been a great success.

Congratulations to Jennifer Montgomery for her recent addition to her family, baby boy Devyn Avery.

**Committees**

Thanks to everyone who serves on campus wide committees: Area Council – Renee Galbavy, Distance Education Advisory Committee – Laurie Houske and Renee Galbavy (Senate liaison), Academic Technology Committee – Michael Wynne.

A handout was circulated for faculty to list what committees they were on. This will help the dean when asked to recommend people for committees.

Not a committee but thanks to ARTB 3<sup>rd</sup> floor leaders Michael Wynne and Blair Gibson, SOCS building captains Arthur Verge and Randy Firestone, and floor leader Minehiro Inouye. The Shake Out is scheduled for October 18<sup>th</sup> at 10:18am. Expect directives in your mailbox prior to the earthquake drill date.

## **Enrollment**

Enrollment has been declining modestly over the past four years; we have had to cancel several classes again this fall. Our division fill rate is 93% at this time with over 13,000 seats, and a total of 341 sections. The college is trying to hit 20,000 FTES by 2020, which will qualify us for additional funding as a large college. At department meetings enrollment, class offering patterns, and fill rates will be discussed.

## **New Processes and Technology on Campus**

Students will be able to complete more campus processes online, which includes financial aid, enrollment, petitions, and counseling for example. This will reduce financial aid processing from 8 to 3 weeks as well as ease registration. Faculty will be able to complete more processes online as well, including managing health benefits.

The Professional Development Office will be migrating from Flex Reporter to Cornerstone which allows you to keep track of the hours yourself. New VP of HR will be requesting faculty input their flex hours into Cornerstone by May 15<sup>th</sup> or pay will be docked.

Getting new software up and running smoothly will take some time and training. Team Sites and online Gradebook in the portal will be phased out, all classes will be having Canvas sites. If you are using those, you should start the process of learning about Canvas and migrating material needed.

## **Maxient/Incident Report and Referral Forms**

If you have an incident in your classroom (poor behavior, cheating) you should file an IRRF which you can find on ECC homepage, alphabetical list, under I. The dean encourages you to file a report, it is helpful to know whether it is a pattern or a first time offence, especially with cheating. If you don't want the student to be contacted or any discipline to be invoked, you can request the student not be contacted on the form.

## **Facilities**

The new Student Services center should open this fall. The Administration building is under construction and planned to open at the end of 2019. Two athletic buildings are planned, the Gymnasium is under construction, pool and classroom/HSA division building have broken ground. Our new building is planned to be completed in about four years and will be located on the site of the current student services center.

We are currently in the early stages of planning the new BSS building. The user group has met with the architect to discuss what is needed and what the budget will allow. The dean thanked the members of the user group who met over the summer. We are working with a tight budget and are trying to get what is needed for all of our departments. Another meeting is scheduled next week.

## **Campus Initiative and Programs**

**Study Abroad, Madrid:** Thanks to Xocoyotzin Herrera and Argelia Andrade who did a marvelous job the program to Spain was a very successful trip. Xocoyotzin gave a brief report. Students sent postcards back from Madrid which was greatly appreciated.

**South Bay Promise:** Tuition waivers and integrated support service are offered to incoming freshmen. Currently over 400 students participate but numbers will be growing quickly as its clarified how we will serve these students.

**Guided Pathways:** For our division, the most import progress this year will be in the area of program mapping which helps clarify for students what they need to do and what classes they have to take to complete their degree or certificate.

**Student Equity Reenvisioned:** We have four links this fall – thanks to all our faculty who are participating. The program includes linked courses and faculty development and services targeted to cohorts of the students. Jason Suarez has spearheaded all this and envisioned the reenvisioned project.

## **News from Above – the Chancellor's Office**

**New Funding Model:** Past state funding has been based 100% on enrollment. Starting this academic year funding will be 70% enrollment, 20% student need (for instance, number of students who receive Pell Grants and California Promise Grants), and 10% student success (degree/certificate completion and transfer). This new funding model will be phased in until it reaches 60/20/20 percentage in three years (2020-2021).

**New Online College:** A fully online college will be the newest college in the CCC system targeting CTE programs and unmet needs amongst students for career advancement and short term certificates and credentials.

## **REPORTS**

### **Academic Senate**

Kristie reported BSS has strong representation on the senate. In addition to her serving as Academic Senate President we are represented in VP, Faculty Development by Stacey Allen, the Distance Education Liaison is Renee Galbavy, John Baranski is the senate reporter, and Michael Wynne is the senior senator.

The Ask Me button campaign is being relaunched. It will run the first two weeks of the semester. Hold on to your buttons as there are a limited amount available. Spanish buttons, Puedo Ayudar are new this year and are available for those who speak Spanish.

Kristie reported due to AB 705 we will be shifting from placement tests to Multiple Measures using high school GPAs, courses or grades. Companion support courses may be required or recommended. The college will be offering few –pre-transfer courses and our students will be in English and Math classes that may be more challenging to them.

This fall the college will be undertaking a comprehensive review of our governance structure. Our current structure is outlined in the Making Decisions at El Camino College document. Also, we will be hearing more about the accreditation process. The team visit is scheduled for fall 2020 and there is much to be done. The first draft of the self-study and the selection of the quality focused essay is due this semester.

Kristie reported Irene Graff who will be retiring, her last day is October 15<sup>th</sup>. She has been at ECC since 2005 and has done an amazing job and will be missed.

### **ECCFT**

Angela reported there are three representatives from our division. Besides herself John Baranski (Division Rep) and Josh Casper (PT VP of ECCFT) serve. Because of the recent Janus decision focus is on agency fee payers becoming full members and current members to reaffirm membership (new form). Contact any of them if you need help or information about moving to a full membership. They will have two meetings for PT and FT faculty this semester. Contract negotiations are coming up – a survey will be coming your way. If you are interested in being on the Contract Writing Committee contact Angela, John, or Josh.

Josh reported Adjunct Equity week is in October. He is putting together a book club with the first book “Free Speech on Campus” and is working on getting the author to visit. All who attend first meeting will be given a free copy of the book. He encourages everyone to become more engaged.

### **SLOs, Curriculum, and TEACH**

Janet reported the division is at only 30% completion for SLOS as of August 9<sup>th</sup>. Hopefully more have been submitted since then. We need to be at 100% by the third week of the semester. The PLOs due for last spring 2018 were Childhood Education, Economics, and Political Science. We need to reach 100% completion to these as well as the SLOs by Friday, September 14<sup>th</sup>. An SLO Working Workshop is schedule for Thursday, September 6<sup>th</sup> 1-2pm, a flyer is in your packet. For Fall 2018 56 SLOs are due, the information will be sent to the department facilitators next week. Four PLOs due in fall are Anthropology, Human Development, Philosophy, and Sociology. Campus wide we need to work on our follow-ups. Follow ups are comprised of information either from formal data or informal anecdotal accounts relating to the actions. These should be done one-year after the formal assessment was completed.

The college is transitioning to a new catalog (Acalog) and curriculum (Curriculog) software developed by DigArc. Janet has spent all summer working on this. Compton is preparing to operate as an independent college in summer 2019 and needs to design a process for independently developing and approving curriculum. In order to complete these two important tasks limited curriculum review for the fall semester, no new courses, certificates or degrees will be accepted. Paper process/electronic packets will be used for course review this semester while the data is transferred. CurricUNET will be read only for courses, degrees, and certificates, new curriculum will be delayed one semester. The Curriculum Office will work directly with the divisions to facilitate the process for the fall semester. The move to an online catalog has begun (Acalog) and it will speed up the process to offer new courses, degrees, and certificates. They are working to make the transition as smooth as possible.

Janet reported TEP is back and it is now called TEACH El Camino (preschool to college teaching). Cheryl Kroll is back as the Coordinator/Counselor for the program. She will still be the counselor for BSS. Her office is ARTB 340. TEACH is funded by Education Futures Grant and Strong Workforce Program funds. A breakout session is scheduled today about the future of TEACH and encouraged faculty to attend.

## **OEI**

Renee reported recruitment for the Online Education Initiative Course Exchange will be occurring in September. Pilot course will be vetted this semester and initial course will go live winter and spring 2019. Anyone interested Contact Crystle Martin or Gema Perez. OEI Course Exchange goal is to streamline California community college students' completion of transfer degrees by giving them access to required courses online through other colleges when those courses are full or unavailable at their local campus.

Dustin Black, Interim Distance Education Coordinator reported DE will coordination with Professional Development and Learning working to improve and streamline ECC's online teaching, Canvas competency, and Canvas waiver programs. ECC's participation in the OEI Exchange will bring opportunities for both FT and PT faculty who are interested in expanding their reach to students beyond the local communities that the college has traditionally served.

Renee reported Canvas is the new LMS for all classes, face-to-face and online. Etudes will no longer be available. Canvas training will be taken over from Professional Development by DE in spring 2019. Three types of Canvas training offered: in person Canvas Basics (2-4 flex hours), online Introduction to Canvas (9 flex hours), and Online Training Course (15 flex hours). The Online Training Course certificate is required to teach online. In the certification course faculty will design an effective online class for maximizing student success and retention and focus on teaching strategies and practices that will meet federal and state regulations as well as accreditation requirements. By 2020 50% of college courses need to be available online.

## **Departments**

### **Anthropology**

Angela reported their department annual Dia de los Muertos event will be on Thursday, November 1<sup>st</sup> on the Library Lawn and with student projects, dance, face painting by cosmetology students, and possible food vendors and merchandise. The Anthropology Club will continue to be active on campus and involved in Dia de los Muertos as well.

### **Childhood Education**

Janet introduced adjuncts in attendance Janice Jefferis and Shanthi Tharuvai. Cynthia Cervantes is back from maternity leave and Jennifer Montgomery is at home with her newly adopted baby boy, Janet's fifth grandchild was born this summer. Michelle Moen has been organizing conferences and several workshops and has a half-day conference scheduled for the fall. Awarded by LACOE grant of \$137,000 to provide courses and support services for 120 students. This is the third time, very successful. Also, an award of \$18,512 was given by CTEA to give teachers in the community a stipend of \$250 to take in our student teachers. The Teacher's Club is thriving, the former president of the club transferred to CUSDH and a new president in in place. Several club members were in Mexico providing literacy workshops for children and will give their report to the club this semester.

Janet reported Workforce Stars is an output of the Strong Workforce Program, an annual recurring investment of \$200 million toward career education in California Community Colleges, the nations' largest workforce development system, with 114 colleges. The Strong Workforce Program is a step California took in 2016 to create 1 million more middle-skilled workers, thereby producing a job-ready workforce for employers and help low-wage workers move into living-wage jobs. The department was rewarded Silver Stars (attained threshold outcomes on two metrics): Early Childhood Education, 79% increase in earnings and 100% of students are employed in a job similar to their field of study and Child Development-Early Care and Education, 84% increase in earnings.

### **History**

Xocoyotzin reported the summer program to Spain went well and the students wanted to do it again next Summer. Daniel Walker was awarded an honorary doctorate by Claremont College. Jason Suarez has been very active with Student Equity. For fall four sets of linked classes are offered for the Student Equity Reenvisioned Project. Jason's History of Mexico is linked with his Chicano Culture class.

### **Human Development**

Juli reported Daphna Ram's HDEV 110 is linked with HIST 102 for SER. Kristie welcomed Juli Soden back from sabbatical. Their department min-retreat was yesterday and they had a great turnout. Instructors for First Year Experience, Special Resource Center, Student Equity Reenvisioned, Career Advancement Academy, Puente, and Project Success were all in attendance. Over the summer adjuncts were hired. Amada Colbeck was one of them and she is scheduled to teach a dual enrollment section. Congratulations to Yun Chu who was recognized by EOPS as Distinguished Faculty of the Year.

### **Philosophy**

Randy reported the club will be active and meet weekly as usual which movie/discussion night this semester. Felipe and he continue to write. Randy will submit a paper for publication on the philosophy of religion. Also, he is scheduled for a workshop presentation today at 2pm and encouraged everyone to attend.

### **Political Science**

David reported there had been three new adjuncts hired for this semester for fall. Karl Striepe and he will continue as faculty advisers to the Political Science club which has been thriving thanks to Karl's past leadership. He and Karl plan on organizing an information session on the upcoming November election for one of the clubs meetings. Laurie Houske is bringing the League of Women Voters onto campus for a similar pre-election session. Sandra Uribe and David will be doing their first SER class linking HIST 101 with POLI 1 with the title "Racial Reconstruction: The Unfinished Project."

### **Psychology**

Angela recognized Lance Widman in attendance. Amy Himsel who is the club advisor is on sabbatical this semester; the club will not be active this fall. The department will have its usual presentations this semester. She is working on getting a speaker from off campus. Richard Mascolo will make a presentation designed for students who wish to pursue psychology.

### **Sociology**

Stacey reported the department is excited for the start of a new semester and the opportunity to serve students with two new courses: Sociology 113, Gender and Society and Sociology 118, Sociology of the Sexualities. The Sociology Club will meet on September 6<sup>th</sup> to plan for Club Rush which takes place the 10-13<sup>th</sup> on the Library Lawn. They will hold elections on September 20<sup>th</sup> for club officers.

Dean Chris Gold invited everyone to the Annual Division Happy Hour at Havana Mania at 4:30pm and called departments get into groups to meet.

cc: D. Maloney  
J. Shankweiler  
Compton: B. Perez, R. Murray, A. Osanyinpeju  
Division Counselor: C. Kroll, R. Miranda  
Division Faculty

Attachment: BSS Welcome Back Handout

# Behavioral and Social Sciences

El Camino College

Welcome Back!

Fall 2018

## The BSS Office

### Dean Chris Gold

I hope you enjoyed the summer and feel rested, energized, and ready to tackle the new academic year. Please join me in welcoming our new adjunct faculty. Have a great semester, and remember that I am here to help and support you.

*Christina Gold*

x3735  
cgold@elcamino.edu



### Beverly Knapp

- x3736; [bknapp@elcamino.edu](mailto:bknapp@elcamino.edu)
- Curriculum
- Dean's schedule
- Schedule development
- Hiring processes

### Maria Cortez

- x3012; [mcortez@elcamino.edu](mailto:mcortez@elcamino.edu)
- Faculty evaluations
- Grade records
- Payroll
- Purchasing

### Cecilia Mataalii

- x5735; [cmataalii@elcamino.edu](mailto:cmataalii@elcamino.edu)
- Grade changes
- Office hours
- Textbook orders
- Work orders

## About Us

### Our Faculty

We have 37 full time faculty members and 89 adjunct faculty members. This semester we are pleased to welcome 14 new adjunct faculty members.

Kumi Smart (Child Development)  
Kathy Carbajal (Education)  
Omar Gonzalez (Ethnic Studies)  
Nathan Lopez (Ethnic Studies)  
Sarah FitzGerald (History)  
Michael Fraga (History)  
Barry Goldenberg (History)  
John Trausch (History)  
Amanda Colbeck (Human Dev't)  
Steven Gonzalez (Political Science)  
Christine Jun (Political Science)  
Eunice Kang (Political Science)  
Michael Huff (Psychology)  
Justin Huft (Psychology)

Amy Himsel and Tanja Carter are on sabbatical this fall. For our full time faculty, if you have never had a sabbatical, you might consider applying for one. It's enriching and rejuvenating.

### Class Schedule & Enrollment

This semester our division is offering 341 sections with over 13,000 seats currently filled. We are continuing to grow our online offerings with 84 sections. We also have been working with our Dual Enrollment office and are offering 11 BSS sections on our partner high school campuses.

## Dates and Contacts

### Don't Forget

**No Shows Due Friday, Sept. 7**

**Active Enrollment Sept. 10-17**

**Grades due seven calendar days after last class meeting**

### Also Don't Forget

- Week 7 – Student Evaluations
- 15 copy limit on the division copier
- Show your spirit on Warrior Wednesday!

### Holidays

- Monday, Sept. 3 – Labor Day
- Monday, Nov. 12 – Veterans Day
- Thurs/Fri, Nov. 22-23 – Thanksgiving

### Contacts

- Human Resources Service Partner: Pamela Jones, x3478
- BSS Counselors:
  - Cheryl Kroll, x3563
  - Rousana Miranda, x6537
- Full Time Faculty Payroll: Leilani Abyad, x3145
- Part Time Faculty Payroll:
- Copy Center, x6521
- Distance Education & Canvas sites: Gema Perez, x6453



EL CAMINO COLLEGE