BSS Division Council

Thursday, April 22, 2021

BSS Division Council Agenda

BSS News

- ➤ **Dean's Open Office Hours** – Wednesdays 1-2:00pm - https://elcamino-edu.zoom.us/j/95041590128?from=addon

- ➤ **Division Meetings** – Flex eligible – April 1 and May 6

- ➤ Entering SOCS and ARTB Buildings

- ➤ Instructional Supply Money

- ➤ Academic Awards

- ➤ Faculty Team Site

- ➤ Computer Technology Refresh Plan

- ➤ Evaluations

- ➤ Ethnic Studies CSU Requirement

- ➤ Equity Gaps and Support

Counselor's Report – Cheryl Kroll

Annual Planning and Prioritization

Counseling Updates for Department Meetings: Spring 2021

Career Center Workshops:

https://www.elcamino.edu/student/studentservices/careercenter/index.aspx

Undecided Majors Workshops
Introductory workshop teaching students how to decide on a major and access Career Center Resources
Tue, Apr 27 12:30 PM - 01:30 PM
Wed, May 12 03:30 PM - 05:00 PM
Thu, May 27 12:30 PM - 01:30 PM
Wed, Jun 9 01:00 PM - 02:30 PM
Students sign up via the Career Center link above.

LinkedIn 101 Workshop
Introduction to basic functions of LinkedIn and how students can use it effectively for career exploration, job searching and networking needs.
Tue, May 18 01:00 PM - 02:30 PM
Students sign up via the Career Center link above.

Transfer Center Workshops

https://www.elcamino.edu/student/studentservices/transfercenter/index.aspx

Transfer Workshops for Students Transferring to the University in Spring 2022
Thursday, 5/18 from 1-3 pm
Students sign up via the Transfer Center link above.

Options for Transfer Workshops to Introduce Students to CSU's, UC's and Privates
Thursday, 4/29 from 1-3 pm
Monday, 5/17 from 1- 3 pm
Students sign up via the Transfer Center link above.

TAG (Transfer Admission Guarantee) Workshops:
Tuesday, 5/11 from 1-3 pm
Students sign up via the Transfer Center link above.

University Virtual Tours
In lieu of our in person campus tours, the Transfer Center has posted a number of virtual tours of various public and private universities on their site.

Transfer Center Annual Admit Reception
The Transfer Center will host a virtual Admit Reception on Thursday June 3rd from 2:00-4:30pm. If you have students who have been accepted to a university, please encourage them to visit the Admit Reception webpage and also complete the Transfer Center- Accepted to a University Survey

Counseling Appointments
We are reaching out to all of our students within the BSS meta major who do not have a current education plan on file but we would also ask that you encourage your students to come in for their summer/fall education plans as soon as possible!

Microsoft Teams Site

BSS Faculty

	Name ∨	Modified ∨	Modified By ∨
📁	Adjunct Faculty Handbook	September 21, 2020	Gold, Christina
📁	Annual Plans	November 1, 2020	Gold, Christina
📁	Calendars	September 28, 2020	Gold, Christina
📁	Canvas	November 6, 2020	Gold, Christina
📁	Conference and Travel Requests	September 21, 2020	Gold, Christina
📁	Curriculum	November 1, 2020	Gold, Christina
📁	Discipline Transfer Guide Sheets	November 1, 2020	Gold, Christina
📁	ECC Letterhead	September 21, 2020	Gold, Christina
📁	Human Resources and Payroll	September 28, 2020	Gold, Christina
📁	Professional Development	September 21, 2020	Gold, Christina
📁	Reporting - Enrollment and Grades	September 21, 2020	Gold, Christina
📁	SLO Assessment	November 1, 2020	Gold, Christina
📁	Student Incident Reports and Privacy	September 28, 2020	Gold, Christina
📁	Student Petitions and Forms	September 21, 2020	Gold, Christina

Screenshot

For instructions on how to log onto Microsoft Teams, watch this short video:
https://www.youtube.com/watch?v=t_y4lXXHaGk&list=PLHq2aPNZ5F20lmeO3VGe1Nf0ODzH9ZAQG&index=1

Computer Technology Refresh Plan

ACTION PLAN & NEXT STEPS

Phase 1 – Spring 21	Phase 2 – Spring 21	Phase 3 – Summer 21	Phase 4 – Fall 21
Upgrade/Replace Full Time Faculty & Staff Laptops that have reached EOL.	Consult with Academic Affairs & Student Services to consolidate computer labs	Upgrade/Replace computer labs Desktops	Decommission outdated Faculty & Staff Individual Desktops
Procure & Distribute 400 laptops	Formalize and vet plan to decrease lab desktops by 50% by end of FY21-22	Procure & Deploy 700 desktops	Procure & Deploy 1000 Docking Stations Procure & Distribute 200 laptops
$420,000*	N.A.	$750,000*	$300,000*
Start Date: ASAP End Date: 06/30/2021	Start Date: ASAP End Date: 06/30/2021	Start Date: 07/01/2021 End Date: 8/28/2021	Start Date: 9/1/2021 End Date: 12/31/2021

Faculty Evaluations

Part-time and probationary faculty

- Evaluations resume in Spring 2021.
- Modified student survey and evaluation forms.
- Faculty have been notified if they are due to be evaluated this Spring 2021.
- Conducted on Reviewsnap.
- Only options for overall evaluation are Needs Improvement and Satisfactory (no Unsatisfactory).

Tenured faculty

- Evaluations resume in Fall 2021.

Spring 2021

Evaluation Timeline

March 13 – 19: First 8 week classes. Evaluations open during week 5 for students to complete surveys and for evaluators to complete an online observation of at least 30 minutes.

March 27 – April 9: Full semester classes. Evaluations open during week 7 and 8 for students to complete surveys and for evaluators to complete an online observation of at least 30 minutes.

May 7: Full semester and first 8 week classes. Student survey results will be available in Reviewsnap by the end of week 11.

May 8 - 14: Full semester and first 8 week classes. Evaluatee completes Self Evaluation and uploads syllabus onto Reviewsnap by the end of week 12.

May 15 – 21: Second 8 week classes. Evaluations open during week 5 for students to complete surveys and for evaluators to complete an online observation of at least 30 minutes.

May 17 - 28: Full semester and first 8 week classes - Evaluation Conferences. Full -time probationary faculty evaluation conferences will be scheduled by the division office. Evaluators of adjunct faculty must schedule and hold an evaluation conference during this time period.

May 24 - 30: Second 8 week classes. Student survey results will be available in Reviewsnap by the end of week 14. Evaluatee completes Self-Evaluation and uploads syllabus onto Reviewsnap.

May 31 - June 3: Second 8 week classes - Evaluation Conferences. Evaluators of adjunct faculty teaching second 8 week classes must schedule and hold an evaluation conference during this time period.

June 4 - ALL evaluations must be completed and acknowledged by the evaluatee in Reviewsnap.

Note: The Online and Digital Education Office will grant access to all evaluators during the same time that student surveys are opened. Please pay attention to your evaluatees course schedule, especially if the class is taught Live Online. If you have any difficulty accessing a course contact Gema Perez in ODE (gperez@elcamino.edu).

Any other questions can be directed to Dean Gold or Maria Cortez. (mcortez@elcamino.edu)

Link to Reviewsnap: https://app.reviewsnap.com/login

Ethnic Studies CSU Requirement

Assembly Bill No. 1460

CHAPTER 32

An act to add Section 89032 to the Education Code, relating to the California State University.

[Approved by Governor August 17, 2020. Filed with Secretary of State August 17, 2020.]

LEGISLATIVE COUNSEL'S DIGEST

AB 1460, Weber. California State University: graduation requirement: ethnic studies.

Existing law establishes the California State University and its various campuses under the administration of the Board of Trustees of the California State University. Existing law requires the trustees to adopt rules and regulations not inconsistent with the laws of this state for the governance of the trustees, their appointees and employees, and the California State University. Existing regulations require students of the California State University to complete courses in American history and American government or pass comprehensive examinations in those fields in order to graduate, with specified requirements and exceptions.

This bill, commencing with the 2021–22 academic year, would require the California State University to provide for courses in ethnic studies at each of its campuses. The bill, commencing with students graduating in the 2024–25 academic year, would require the California State University to require, as an undergraduate graduation requirement, the completion of, at minimum, one 3-unit course in ethnic studies, as specified.

Vote: majority   Appropriation: no   Fiscal Committee: yes   Local Program: no

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. The Legislature finds and declares all of the following:

(a) Ethnic studies programs have come about from students of color demanding them. On November 6, 1968, a coalition of student groups at San Francisco State University demanded that the university institute an ethnic studies program.

(b) Ethnic studies are an interdisciplinary and comparative study of race and ethnicity with special focus on four historically defined racialized core groups: Native Americans, African Americans, Asian Americans, and Latina and Latino Americans.

(c) Studies have found that both students of color and white students benefit academically as well as socially from taking ethnic studies courses. Ethnic studies courses play an important role in building an inclusive multicultural democracy.

(d) A report of the California State University Task Force on the Advancement of Ethnic Studies, commissioned by the Chancellor's office, recommended that ethnic studies become a general education requirement throughout the California State University system.

SEC. 2. Section 89032 is added to the Education Code, to read:

Screenshot
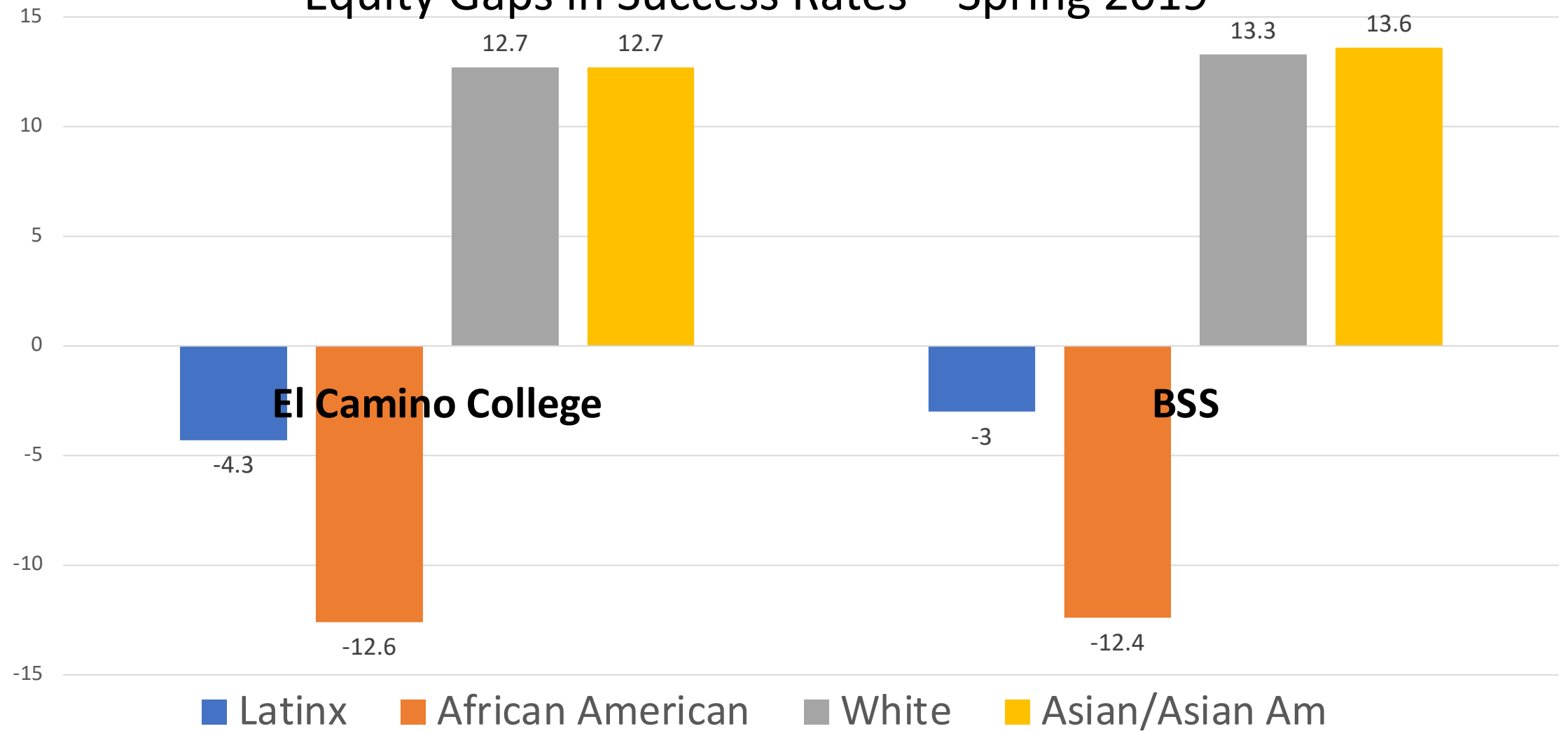
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Career Center Workshops:

Undecided Majors Workshops

Introductory workshop teaching students how to decide on a major and access Career Center Resources

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Tue, Apr 27 12:30 PM - 01:30 PM; Wed, May 12 03:30 PM - 05:00 PM
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LinkedIn 101 Workshop

Introduction to basic functions of LinkedIn and how students can use it effectively for career exploration, job searching and networking needs.

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Transfer Center Workshops

Transfer Workshops for Students Transferring to the University in Spring 2022

Thursday, 3/18 from 1-3 pm; Wednesday, 4/21 from 3-5 pm

Thursday, 5/18 from 1-3 pm

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Options for Transfer Workshops to Introduce Students to CSU's, UC's and Privates

Wednesday, 3/31 from 3-5 pm; Thursday, 4/29 from 1-3 pm

Monday, 5/17 from 1- 3 pm

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TAG (Transfer Admission Guarantee) Workshops:

Tuesday, 5/11 from 1-3 pm

Students sign up via the Transfer Center on the Counseling website.

Transfer Fair (Online)- Thursday, March 25th from 10am-1pm

University Virtual Tours - In lieu of our in person campus tours, the Transfer Center has posted a number of virtual tours of various public and private universities on their site.

Annual Plan Requests

Furniture

1. Front office chairs (11 years old). $2,500
2. Table for small conference room. $2,000

Facilities

1. Replace class on museum display case. $5,000

Software/Hardware

1. Computer lab with 50 workstations. $200,000
2. Laptop with SPSS (statistics software). $1,000

Annual Plan Requests

Instructional Equipment

1. 24 Data Projectors (22 for SOCS and 2 for Art History rooms). $41,664

2. World Anthropology Event Funding. $2,250

3. Skeletons for Museum Display and Lab. $7,100

4. Teacher Resource Room Supplies. $5,000

Annual Plan Requests

Staffing

1. Adjunct for Museum Move and Maintenance. $48,084

2. Permit Specialist/Program Assistant. $31,405

3. TRR Tutors. $21,800

4. Faculty positions listed alphabetically: Anthropology, Art History, Ethnic and Social Justice Studies, History (2), Human Development, Psychology, Sociology (2).

Women's History Month Celebration poster

Announcements and Questions

Valiant Women of the Vote: Reflections by ECC Faculty *(Flex Eligible: Please register in Cornerstone)*

Thursday, March 18, 4:30—5:30 p.m.

Panelists: Laurie Houske, Allison Baker, and Hong Herrera Thomas

Zoom: https://elcamino-edu.zoom.us/j/98183582018?from=addon