

Spring 22 Flex Day

WELCOME BACK!

Attendance: A. Andrade, E. Armao, M. Barrio De Mendoza, E. Brenes, S. Burnham, A. Carr, R. Cerofeci, M. Cheung, A. Class, T. Cody, S. Corbin, D. Crotwell, K. Degnan, D. Factor, S. Frith, A. Gard, S. Gates, E. Geraghty, C. Glover, C. Henson, L. Hong, B. Isaacs, E. Kelley, M. Kline, M. Leiby, R. Lewitzki, R. Loya, P. Marcoux, M. Mattern, A. Mavromati, M. McDermit, K. McLaughlin, J. McMahon, S. Merz, D. Mochidome, A. Moina, C. Nagao, S. Ochoa, C. Page, B. Peppard, J. Sandor, A. Sharp, J. Simon, D. Thompson, E. Uyemura, R. Williams, N. Yoshida, R. Arehart, S. Atoofi, G. Burkhart, L. Dellapasqua, T. Huynh, Y. Kitazono, S. Lamborn, M. Lopez, Y. Minekawa, S. Peluso, R. Pescatori, K. Runkle, A. Sato, A. Vardazaryan, T. Wright, A. Zucker, D. Breckheimer, M. Bynum, C. Koyanagi, S. Kushigemachi, H. Wada
President Thames, Dr. Sims, I. Zugic (AA, Associate Dean) dropped by the meeting

Departures:

- Laura Welsh, Briita Halonen, and Carmen Sotolongo
- Tracy (2/28); Char (3/31)

Enrollment:

- Thank you for your flexibility and understanding
- 49 part-time faculty on the roster, which is typically around 90
- Please email your students early to remind them of the following:
 - Upload their vaccine cards if they haven't already done so
 - Define the modality of each course in terms students can understand
 - There seems to be confusion about hybrid in particular
 - Remember, section and modality changes occurred
 - All students were called and emailed but ...
- Please know that a number of classes are running far lower than has ever been allowed. This is not a precedent to set a lower cap or to allow classes to run lower in future semesters.
- If you have one or more sections under enrolled, please take students who want to add one of your other sections. I took care of this with a few of you, but I let you know.

Schedule Changes:

- Please remember even if you only have one on-campus teaching day or a fully online load (very few and a one-time occurrence), you must be on campus a minimum of two days.
 - Your face-to-face office hours are likely more important than ever

Add Codes:

- If you haven't already, you will receive your add codes via email.
 - Because of all the section and instructor changes, please check the section numbers carefully before you send the codes to students.
 - You do not need to check the vaccination eligibility of students

Covid-Related Items:


- DO NOT ask about the vaccination status of any student
- DO NOT ask for verification if/when students miss and claim Covid as the reason
 - This is why we have WBTW
- Remember, students need to check in at the kiosks to get their wristbands
 - Message students about the need to check in first. Let them know that you have to as well.
 - They might be late to class; please consider not penalizing them

- Students and employees can get masks at the kiosks
- Find a system that works for you to check for wristbands
- Not all counties in California require masks
 - Students might be confused
 - Remind them that LA County and ECC still require masks to be worn at all times.
- Remember, you have to check in as well.
 - Try to plan ahead so you are not late, but warn students to wait just in case you get caught in a line.
- Non-compliant students:
 - Please send for Scott or me; we will help, but remember this has not been an issue for faculty who have been teaching on campus already.
- Quarantine Options:
 - Positive test or exposure verified by WBTW and submitted to the division office
 - If you feel fine, you may teach live online during quarantine if you are DE certified.
 - You may request a sub
- PPE
 - Sanitizer wipes and hand sanitizer are in the classrooms
 - Mask are at the kiosks and in the division office
 - All rooms and offices have air purifiers

Parking Permits:

- In your mailboxes. The parking permits are stickers, please follow directions included in the envelope.
- BTW, please clear your boxes

Announcements:

- **SLOs** Andrew and Anna
 - “Thank you to everyone who submitted their SLO data/has taken on a lead role.”
 - SLOs due 3/4, PLOs due 3/18.
- **Curriculum** Chelsea
 - DCC: Tentative meeting date: 3/24 and 4/28 during college hour
 - Engl 15A & 15B, Jour 11 & 12 due 3/17
 - English 1A/1AH, 1B/1BH, 1C/1CH due 4/19
 - “Due means all changes made within Curriculum (depending on quantity/type of changes; especially for Comp teams, that may mean getting department approval ahead of this date)”
- **Guided Pathways** Chris Page
 - Discussion on English 1A/1AS and student focus groups.
- **Faculty Book Club** Erica
 - Come join Chris Glover and Erica Brenes as we discuss antiracism in the Composition classroom. Chavez' book is transformational! Let's get together and work our way through it.
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 - ENGLISH BOOK CLUB ANTIRACIST W
- **Ed Tech Conference** Stephanie Burnham
 - Workshops: March 24th (in-person) and 25th (virtual) The theme is learning in a post-pandemic environment. Email Stephanie Burnham if you have ideas for workshops/presentations or if you would like to present.
- **Chromebooks** Pete

- Chromebooks are being updated.
- Link for carts and computer lab room reservation:
<https://docs.google.com/document/d/1O9SPMLwStbAY82P4x5DALBIHiLMOi4IRtIHc9yBXOpQ/edit?usp=sharing>
- **Division Book Giveaway** Pete
 - Contact Pete about having giveaway of old books.
- **ECC Connect** Jen by Dana
 - “Jen asked that you read/go over again the ECC Connect email that was sent a few days ago. And hopefully you saw the new ‘raise your hand’ feature link for syllabi/home pages where students can ask for extra help.”
- **Writing Center** Chris Glover
 - Writing Center opening, in person, the third week of the semester. Flyer was sent out earlier this week.
 - Several instructors will be assisting in the WC. Debbie Mochidome will have an “ESL” corner to help ESL students.
 - If you would like Chris or a WC rep to talk to your class, contact Chris.
- **AFT** Chris Glover
 - Check contracts and verify your steps.
 - January pay stubs should include pay increase.
 - Contract negotiations are underway.
- **Library Liaison** Analu Josephides
 - I can assist faculty with library research, collection development of non-textbook books, library instruction, and for all other library related matters that are not administrative and are directly related to student learning. Also, here is the [link](#) to sign up for library instruction for the spring 2022, or click on https://elcamino.formstack.com/forms/library_orientation_request_form.
- **Journalism** Stefanie Frith
 - Stefanie discussed great things happening with Journalism and wanted everyone to urge students to take Journalism.
- **Employee Engagement Survey – “JUST DO IT!”**