Academic Senate Meeting

Date: 10-17-2023

Reminders

- Comments/questions not directly related to current agenda item will not be acknowledged until public comment. Additionally, comments/questions on agenda items should contribute to the discussion in a meaningful way. Public comments will be limited to one 3-minute comment per person per meeting.

- The Academic Senate fully respects the time of all our senators and other meeting participants. With this in mind, and because of the many items within senate purview that must be addressed each semester, we ask that discussions in senate meetings, even during the public comment period, be limited to topics within/related to the 10+1 purview of the Academic Senate. If your comment is completely unrelated to senate purview (e.g., topics such as salaries/wages, and benefits), you will be kindly asked to hold your comment and advised as to a more appropriate venue to have the conversation.

Approval of the Minutes from: 10-3-2023

Welcome Dean's Representative!

Walter Cox
Associate Dean, Fine Arts

Welcome The Union Student Journalist

Angel Pasillas
Pronouns: He/Him
Major: Journalism

Unfinished Business

Senate Goals 2022-2023

- Charlene Brewer-Smith

New Business

P 4105 Distance Education

- Ed Policies- Darcie McClelland

BP/AP 5500

- BP/AP 5500 Ed Policies -Darcie McClelland

2024-2034 Comprehensive Integrated Plan
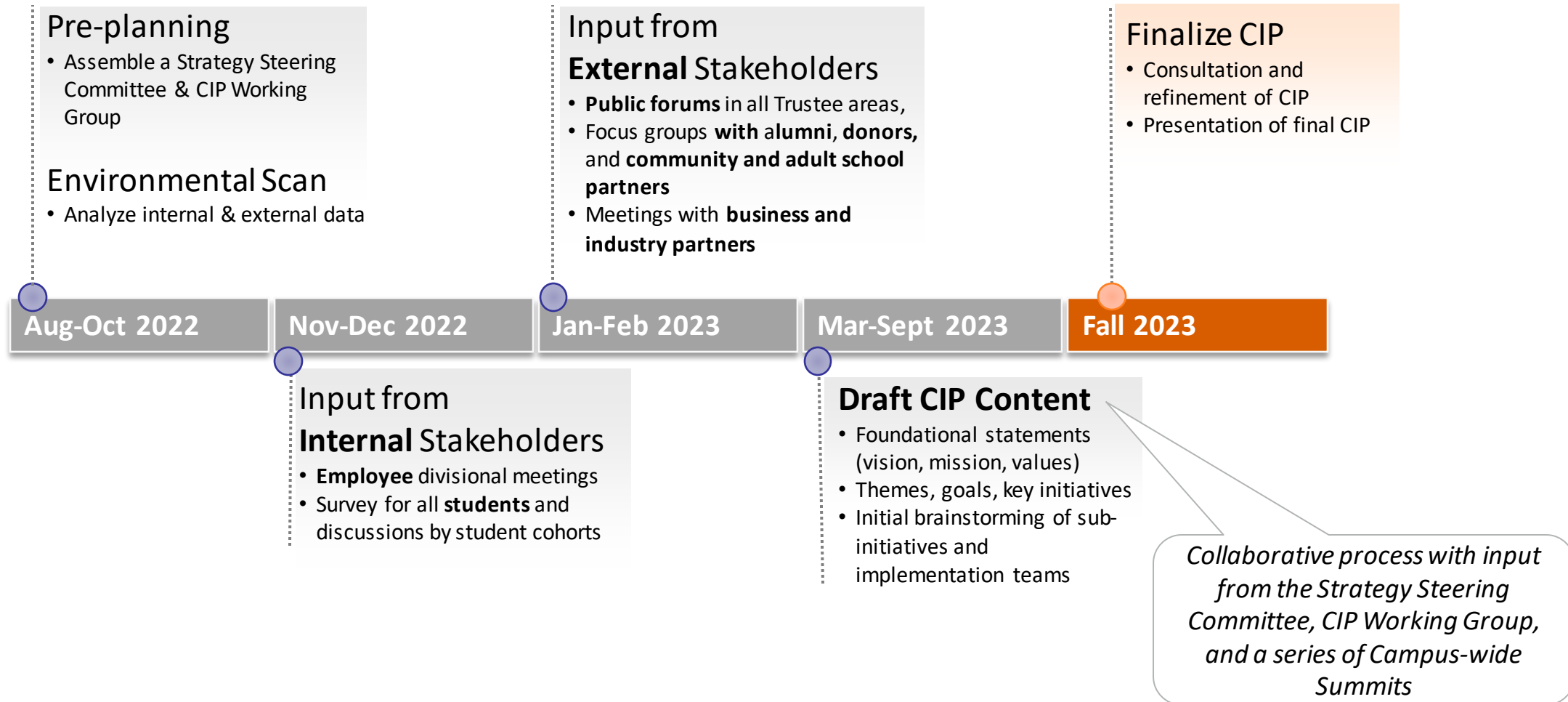
ACADEMIC SENATE – 1ST READING

OCTOBER 2023

Purpose of the Comprehensive Integrated Plan

The 2024-34 Comprehensive Integrated Plan (CIP) will:

- Provide a **roadmap to support El Camino's mission, values, and vision** over the next 10 years.

- **Guide planning, decision-making, and resource allocation at all levels of the College**, which includes:
    - Program review and annual planning & budgeting processes
    - Infrastructure and Total Cost of Ownership (TCO) decisions

Overview of CIP Process

Pre-planning
- Assemble a Strategy Steering Committee & CIP Working Group

Environmental Scan
- Analyze internal & external data

Input from External Stakeholders
- **Public forums** in all Trustee areas,
- Focus groups **with a**lumni, **donors,** and **community and adult school partners**
- Meetings with **business and industry partners**

Finalize CIP
- Consultation and refinement of CIP
- Presentation of final CIP

| Aug-Oct 2022 | Nov-Dec 2022 | Jan-Feb 2023 | Mar-Sept 2023 | Fall 2023 |

Input from Internal Stakeholders
- **Employee** divisional meetings
- Survey for all **students** and discussions by student cohorts

Draft CIP Content
- Foundational statements (vision, mission, values)
- Themes, goals, key initiatives
- Initial brainstorming of sub-initiatives and implementation teams

Collaborative process with input from the Strategy Steering Committee, CIP Working Group, and a series of Campus-wide Summits
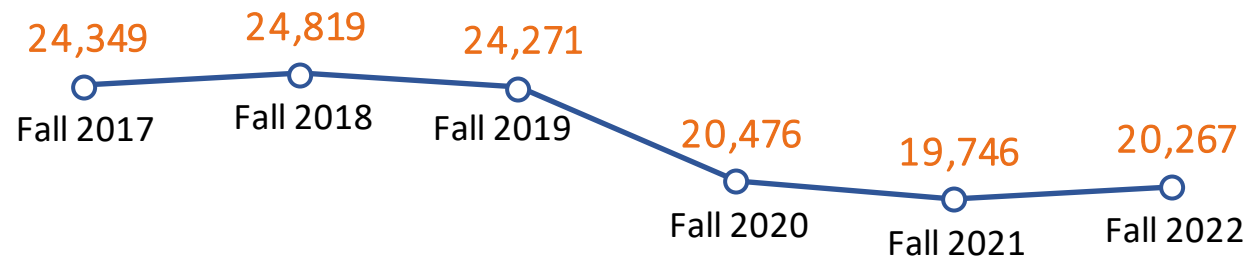
External & Internal Environmental Scan

KEY FINDINGS

Enrollment, Population & Programming

- Total **enrollment at El Camino** has been **trending downward**.

- The **South Bay population** is **expected** to be **increasingly older and more diverse**, with an increase in the Hispanic/Latino population.

- Although El Camino programs align largely with the demands of the workforce, especially in the healthcare and social assistance industries, the **educational landscape has changed with new technologies and increased competition**.

ECC Unduplicated Students Fall 2017 to Fall 2022

24,349   24,819   24,271

Fall 2017   Fall 2018   Fall 2019

20,476   19,746   20,267

Fall 2020   Fall 2021   Fall 2022

Source: ECC Colleague

- Between **Fall 2018 and Fall 2022**, the **number of enrolled students declined** by 4,552 or **18.3%**.

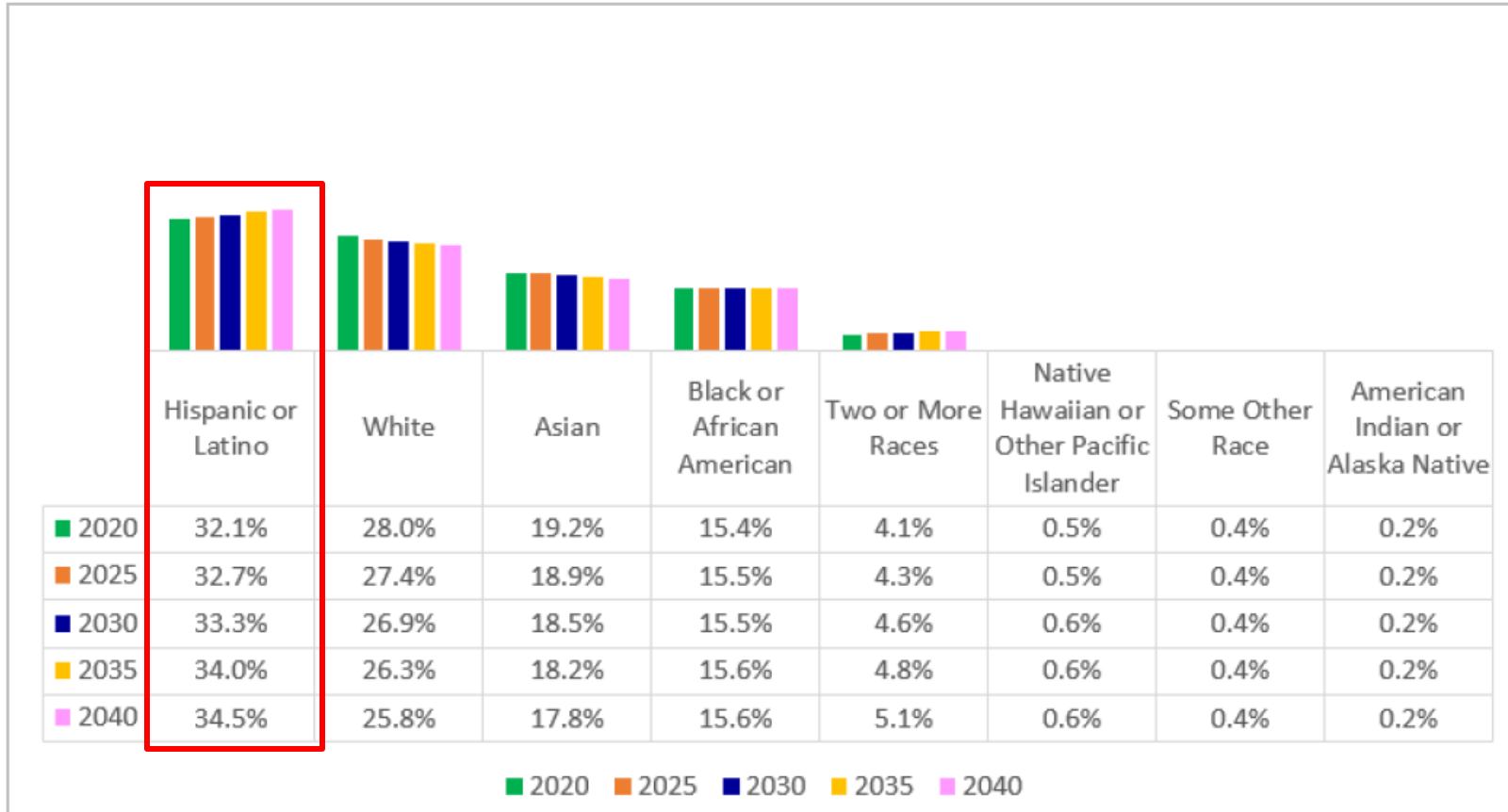- ECC will **need to regain this lost enrollment** to lead students to economic mobility and strengthen communities.

Los Angeles County Projected Population by Age Group in 2040

down from 22%

17%

Residents age 17 or younger

Residents age 50+

39%

up from 29%
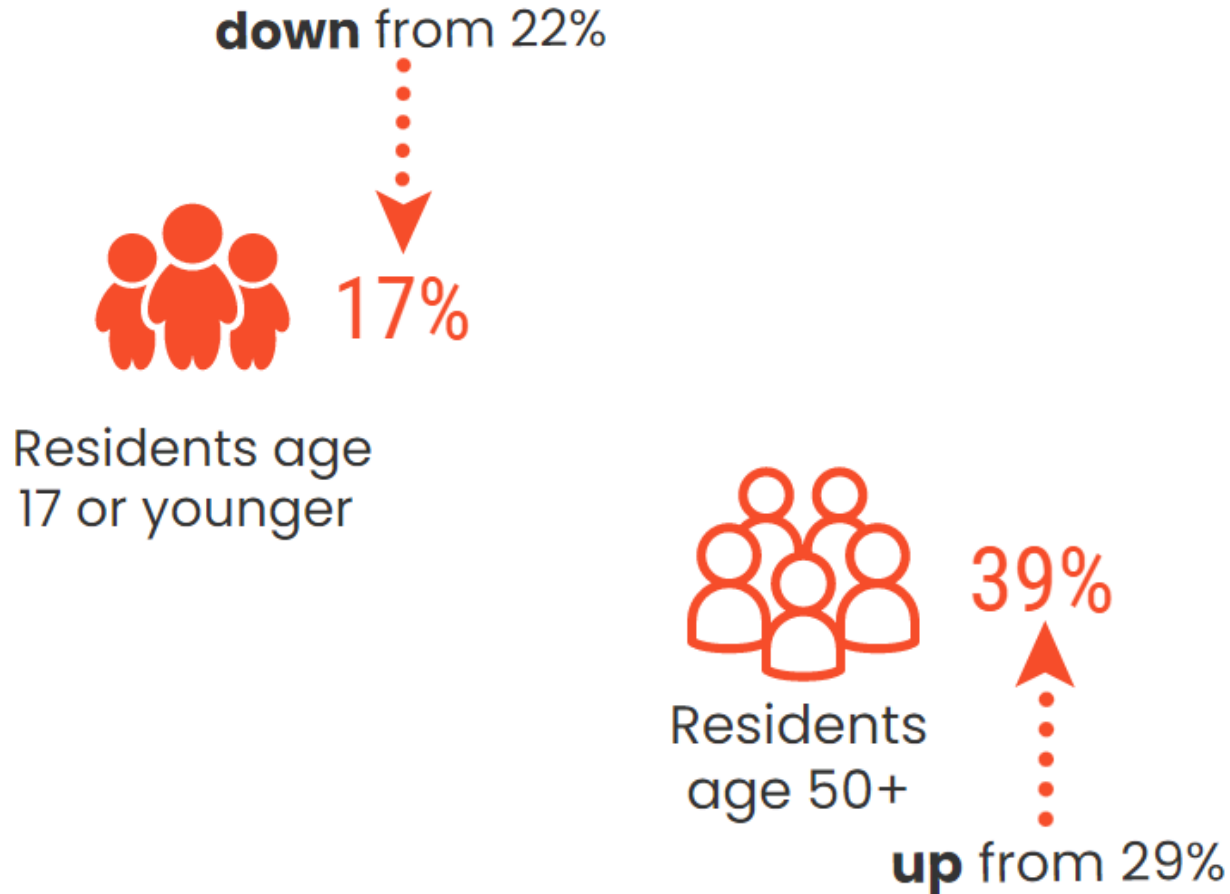
- Between 2020 and 2040, there is a **projected decline in the county population of every age group**. The **sharpest decrease** will be for **17-year-old or younger**.

- The **50+ age group** is the **only one** that is expected **to increase**.

- **ECC** will need to **engage more working adults** seeking to boost their skills, earn additional credentials, or change careers.

Source: California Department of Finance

South Bay Projected Population by Race/Ethnicity through 2040

	Hispanic or Latino	White	Asian	Black or African American	Two or More Races	Native Hawaiian or Other Pacific Islander	Some Other Race	American Indian or Alaska Native
2020	32.1%	28.0%	19.2%	15.4%	4.1%	0.5%	0.4%	0.2%
2025	32.7%	27.4%	18.9%	15.5%	4.3%	0.5%	0.4%	0.2%
2030	33.3%	26.9%	18.5%	15.5%	4.6%	0.6%	0.4%	0.2%
2035	34.0%	26.3%	18.2%	15.6%	4.8%	0.6%	0.4%	0.2%
2040	34.5%	25.8%	17.8%	15.6%	5.1%	0.6%	0.4%	0.2%

■ 2020 ■ 2025 ■ 2030 ■ 2035 ■ 2040

- The South Bay population is projected to be increasingly more diverse, with **growth in the Hispanic/Latino** population.

Source: Southern California Association of Governments; State of California, Department of Finance; U.S. Census Bureau, American Community Survey, 2020 American Community Survey 5-Year Estimates, Table S0101

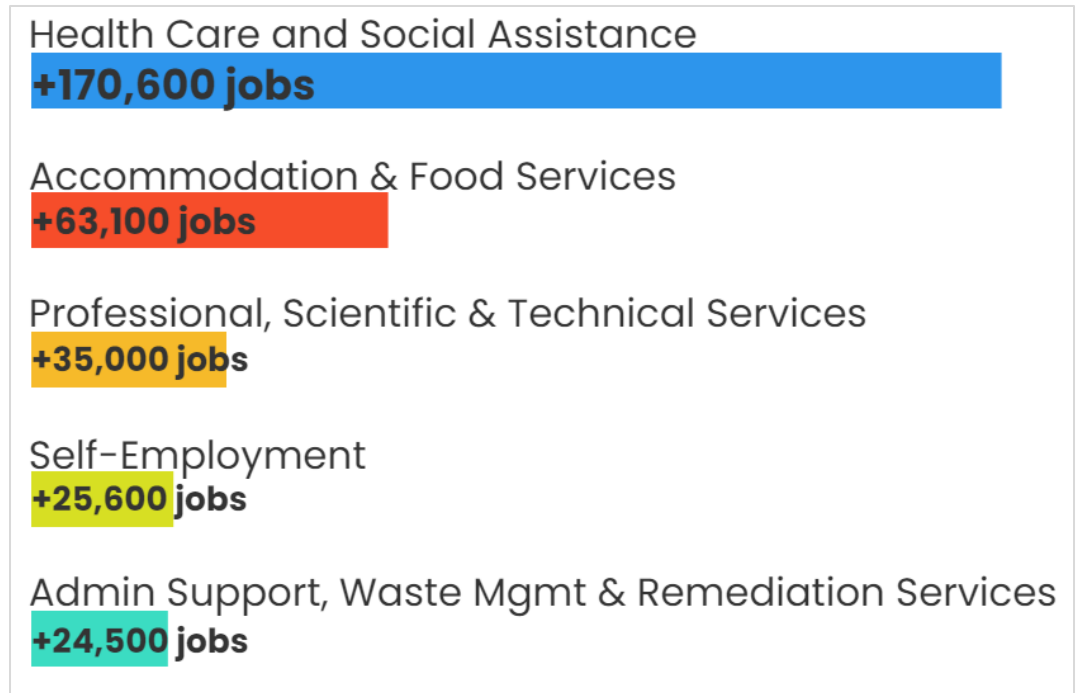# Student and Faculty/Staff Demographics by Race – Fall 2018 to Fall 2022

Source: California Community College Chancellor's Office DataMart
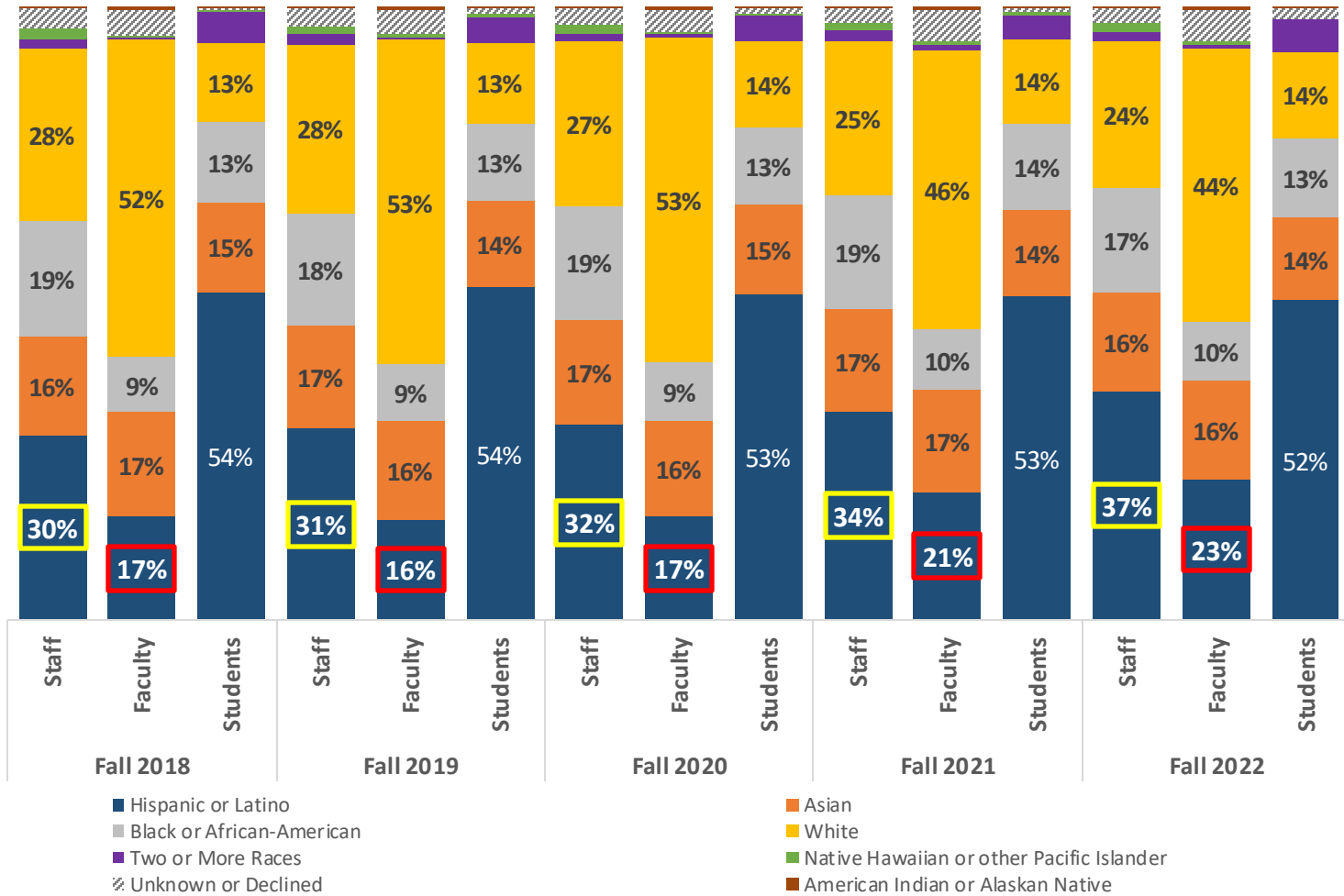
- El Camino College has seen a **sizable increase in** the percent representation of **Hispanic/Latino employees** in the last few years (blue section of bars).

- However, **Hispanic/Latino employees** are still **underrepresented compared to the student demographics**.

LA County Fastest Growing Industry Sectors by 2028

- **Health Care and Social Assistance** is projected to add more than 170,000 jobs by 2028, by far the **largest increase of any industry sector**.

- The **large demand for professionals in health care and social assistance aligns with ECC's** nursing, paramedical technician, and respiratory care **programs**, which are some of our **most awarded credentials**.

- The industry sectors mentioned here provide ECC **opportunities to prepare students for high-growth occupations**.

Health Care and Social Assistance
+170,600 jobs

Accommodation & Food Services
+63,100 jobs

Professional, Scientific & Technical Services
+35,000 jobs

Self-Employment
+25,600 jobs

Admin Support, Waste Mgmt & Remediation Services
+24,500 jobs

Source: U.S. Bureau of Labor Statistics retrieved from California Employment Development Department.

LA County Top-5 Living Wage Occupations by Employment 2018-2028

- **Health care occupations** like Registered Nurses and Medical Assistants are among those with **high projected growth and wages above the living wage**.

- ECC should **continue to support programs leading to high-growth, high-wage careers**.

Registered Nurse
+12,390 jobs **$116,110**

Marketing Research Analysts/Marketing Specialists
+5,910 jobs **$76,770**

Medical Assistants
+5,780 jobs **$41,390**

General & Operations Managers
+5,510 jobs **$132,030**

Software Developers, Applications
+5,380 jobs **$125,210**

Note: Salaries here are considered living wage for a single individual in Los Angeles County. The annual living wage for a household of two adults is $51,958, and the annual living wage for a household of two adults and two school-age children is $77,609 per year.

Source: U.S. Bureau of Labor Statistics retrieved from California Employment Development Department.

Top-10 Associate Degrees and Certificates Awarded from 2016-2017 to 2020-2021

Degrees

Degree	Count
Business Administration for Transfer-AS-T	1,388
Psychology for Transfer-AA-T	898
Sociology for Transfer-AA-T	694
Administration of Justice for Transfer-AS-T	459
Communication Studies for Transfer-AA-T	444
Nursing-AS	383
Pre-Nursing-Transfer	370
Physical Science-AS	368
Mathematics-AS	309
General Science-AS	294

Certificates

Certificate	Count
Early Childhood Education-Achievement	457
Paramedical Technician-Achievement	333
Automotive Tune-Up Technician-Achievement	139
Computer Science-Achievement	124
Fire Academy-Achievement	122
AC&R Refrigeration--Achievement	111
AC&R-Air Conditioning-Achievement	107
AC&R Electric Controls-Achievement	99
Paralegal Studies-Achievement	84
Auto Brakes/Suspension Trans/Drive Train Tech-Achievement	81

Source: ECC Colleague

- **Business Administration for Transfer** is the **most awarded Associate degree. Early Childhood Education is the most awarded certificate**.

- Programs such as **Nursing and Paramedical Technician align** well with the **increasing demand for health care professionals**.

- ECC students are **prepared for a variety of transfer and career opportunities**.

Foundational Statements

PROPOSED VISION, MISSION, AND VALUES

Purpose of the Foundational Statements

A **VISION** statement defines **where an organization is heading** and its **north star.** The **vision** represents the **type of organization** El Camino is **striving to become.**

A **MISSION** defines **why an organization exists** and describes El Camino's **core purpose**.

A set of **VALUES** describes the **principles** that will **guide an organization's decision-making.** The statement of values represents **how** El Camino community members **conduct business & behave**.

Vision

El Camino College will spark innovation and create equitable opportunities for our students, employees, and community.

Mission

We are equity-focused and partner with our diverse communities to provide student-centered learning, career development, and lifelong enrichment.

Values

Integrity

We commit to ethical practices and act with transparency, sincerity, and respect in all situations.

Equity

We celebrate the unique strengths of all individuals and support the marginalized to cultivate a diverse, inclusive, anti-racist environment.

Student-Centered Mindset

We proactively respond to the needs of each student and prioritize the success and well-being of students.

Employee Wellness

We support the physical, emotional, and mental well-being of our employees by providing resources and services to meet their professional needs.

Community Engagement

We contribute to the social, economic, and cultural development of our neighboring communities.

Social Responsibility

We support our students to become the next generation of responsible leaders who recognize our collective duty to contribute to the well-being of our communities and the world at large.

Collaboration

We work together with respect and open-mindedness to achieve common goals.

Sustainability

We steward the college's human, financial, and non-financial resources responsibly, and pursue innovation and continuous improvement to impact future generations.

Themes, Goals & Goal Metrics, and Key Initiatives

Current Proposed Themes & Goals

THEME 1 Student-Centered Learning & Experience	THEME 2 Multiple Pathways to Success	THEME 3 Innovative Community Partnerships	THEME 4 Culture of Inclusion	THEME 5 Environment for Transformation
G1 Ensure **equitable access** to a broad, holistic range of **learning & support services**	**G1** Develop innovative pathways to **recruitment, registration & cost reduction for students**	**G1** Provide high-quality **lifelong learning opportunities** for all members of the community	**G1** Provide opportunities to foster **community & sense of belonging**	**G1** Cultivate an open and collaborative organizational culture that embraces **innovation and excellence**
G2 Provide an **educational experience** that advances students' academic & lifelong learning goals & meets workforce needs	**G2** Create flexible & high-value **educational-to-employment experiences**	**G2** Strengthen partnerships between the **classroom, workplace, and the community**	**G2** Cultivate a culture of **safety & campus security**	**G2** Prioritize **employee well-being & professional development**
				G3 Strengthen **institutional effectiveness through continuous improvement**

THEME 1
Student-Centered Learning & Experience

G1 Ensure **equitable access** to a broad, holistic range of **learning & support services**

KI1 Optimize **learning & support services**, especially for underrepresented student populations

KI2 Improve **course schedule** effectiveness for all students through use of **actionable data**

KI3 Strengthen on campus & **virtual learning environments**, as well as integrate culturally relevant **curriculum & pedagogical practices**

KI4 Support student **access** to technology, campus facilities & services

KI5 Ensure **course & student support materials** are available in **accessible** formats, especially for online courses

G2 Provide an **educational experience** that advances students' academic & lifelong learning goals & meets workforce needs

KI1 Align program offerings & workforce development opportunities to **industry needs**

KI2 Increase awareness & use of **student support services**

KI3 Effectively use technology to support a **student-centered service** model

KI4 Transform **student learning** by leveraging emerging technology

THEME 1
Student-Centered Learning & Experience

G1 Ensure **equitable access** to a broad, holistic range of **learning & support services**

G2 Provide an **educational experience** that advances students' academic & lifelong learning goals & meets workforce needs

Proposed Metric(s):
- Retention rate (F2S and F2F)[1]
- Course success rate[2]

Proposed Metric(s):
- Job closely related to field of study [3]
- Attained the living wage [4]
- Transfers to 4-year colleges/universities [5]

[1] # of students enrolled in a Fall term and return the following Spring term; # of students enrolled in a Fall term and return the following Fall term
[2] % of students who received an A,B,C, or Pass as a final grade out of all students enrolled

[3] % of career education students with a job closely related to their field of study
[4] % of former ECC students who attained a living wage
[5] Number of ECC students who completed 12 or more degree transferable units who transferred to a 4-year college/university

THEME 2
Multiple Pathways to Success

G1 Develop innovative pathways to **recruitment, registration & cost reduction for students**

G2 Create flexible & high-value **educational-to-employment** experiences

KI1 Use **new ways to recruit & register** prospective students from high schools & other student populations

KI2 Increase enrollment from underrepresented populations by leveraging institutional marketing and student outreach efforts

KI3 Provide pathways where students can obtain degrees & certificates completely using **Open Educational Resources (OER) or Zero Textbook Cost (ZTC) options**

KI1 Provide **short & flexible program pathways** with multiple on/off ramps that allow students to customize their educational experience

KI2 Establish a **Credit for Prior Learning (CPL)** offering baseline & increase offerings annually

KI3 Promote the **employment pathways with industry partners**, especially for CTE programs

THEME 2
Multiple Pathways to Success

G1 Develop innovative pathways to **recruitment, registration & cost reduction for students**

G2 Create flexible & high-value **educational-to-employment** experiences

Proposed Metric(s):
- Application Yield rates[5]
- Unduplicated headcount[6]

Proposed Metric(s):
- # of programs[7]
- # of students served[8]
- # of students earning award[9]

[5] % of applicants who enrolled at El Camino College
[6] # of students enrolled in an academic year or term

[7] # of customized program pathways offered
[8] # of students enrolled in customized program pathways
[9] # of students who earned an award after completion of customized program pathways

THEME 3
Innovative Community Partnerships

G1 Provide high-quality **lifelong learning opportunities** for all members of the community

KI1 Establish **new pathways from high school through university**

KI2 Develop **innovative approaches to collaborate with adult school partners and employers** to offer pathways to educational, personal, or career goals

KI3 Increase noncredit and not-for-credit community education offerings across disciplines

G2 Strengthen partnerships between the **classroom, workplace, and the community**

KI1 Expand **work-based experiential learning** programs including internship & apprenticeship opportunities

KI2 Leverage the **ECC alumni expertise, experiences & resources** to benefit ECC students

KI3 Leverage the **surrounding El Camino community's expertise & resources** to benefit ECC students

KI4 Assess the best ways to meet the **childcare needs of students and employees**

THEME 3
Innovative Community Partnerships

G1 Provide high-quality **lifelong learning opportunities** for all members of the community

G2 Strengthen partnerships between the **classroom, workplace, and the community**

Proposed Metric(s):
- # of new pathways created[10]
- # of dual enrollment students served[11]
- # of students ages 25 or older enrolled[12]

Proposed Metric(s):
- # of internships and apprenticeships[13]
- # of students participating in internships and apprenticeships[14]
- # of community partnerships[15]

[10] # of new customized program pathways offered
[11] # of high school or other eligible special admit students enrolling in community college credit courses
[12] # of students ages 25 or older who enrolled at ECC (including Community Ed and Business Training Center) disaggregated by age group (including 25-50, 50 and older)

[13] # of internships and apprenticeships offered through ECC
[14] # of students participating in an internship or apprenticeship offered through ECC
[15] Metric definition to be discussed with ECC Foundation & Community Advancement

THEME 4
Culture of Inclusion

G1 Provide opportunities to foster **community & sense of belonging**

KI1 Increase **school spirit** for students and employees

KI2 Create a **welcoming environment** to enhance sense of belonging, including CTE students

KI3 Create a **balanced distribution of space to support socialization & formal learning**

G2 Cultivate a culture of **safety & campus security**

KI1 Ensure **employees and students** have the **knowledge** to support a safe and secure campus

KI2 Create a culture of **cybersecurity**, and establish **procedures for business continuity**

KI3 Ensure **policies, procedures, equipment & facilities** supports a safe and secure campus

KI4 Establish a robust **data governance framework & infrastructure** to ensure data quality, accessibility & security

THEME 4
Culture of Inclusion

G1 Provide opportunities to foster **community & sense of belonging**

G2 Cultivate a culture of **safety & campus security**

Proposed Metric(s):
- % of students or employees who agree with Campus Climate Survey statements related to sense of belonging[16]
- # of students actively involved in ECC clubs/organizations[17]
- # of employees recognized through campus-wide employee recognition programs[18]

Proposed Metric(s):
- % of students or employees who agree with Campus Climate Survey statements related to safety[19]
- # and types of safety and security campus reported incidents[20]

[16] Campus Climate Survey statements related to sense of belonging:
Students: "I feel part of a wider ECC community."
Employees: "I feel like I am part of ECC."
Employees: "I feel that my work at El Camino College is valued and important."
[17] # of students participating in an official on-campus club tracked by the Student Development Office + # of students utilizing ECC affinity centers (e.g., Social Justice Center, Black Student Success Center, etc)
[18] Metric definition to be discussed with HR and Professional Development

[19] Campus Climate Survey statements related to safety
Students & Employees: "I feel safe when I am on campus during the daytime"
Students & Employees: "I feel safe when I am on campus after dark."
[20] # of criminal offenses and arrests on campus & non-campus (including ECC Business Training Center and Fire Academy)

THEME 5
Environment for Transformation

G1 Cultivate an open and collaborative organizational culture that embraces **innovation and excellence**

KI1 Create a process to support the evaluation & implementation of **innovative teaching & learning practices**

KI2 Create a process to support the evaluation & implementation of **new ideas to support operational excellence**

KI3 Create intentional **spaces to promote collaborative communication and innovation**

KI4 Create **opportunities for cross disciplinary collaboration & employee knowledge sharing**

G2 Prioritize **employee well-being & professional development**

KI1 Equip all **employees** with the necessary **knowledge, skills and support** to provide **outstanding service**

KI2 Implement a comprehensive well-being program to **prioritize physical & mental health of employees**

G3 Strengthen **institutional effectiveness through continuous improvement**

KI1 Streamline processes to support a student-centered experience

KI2 Enhance processes & analysis tools to ensure **efficient use of resources** for environmental, financial, and operational sustainability

KI3 Improve campus infrastructure efficiency, technology, and facilities utilization to support program needs

KI4 Develop a comprehensive data literacy program to provide employees necessary skills & knowledge to collect, analyze, interpret & integrate data into decision-making processes

THEME 5
Environment for Transformation

G1 Cultivate an open and collaborative organizational culture that embraces **innovation and excellence**

G2 Prioritize **employee well-being & professional development**

G3 Strengthen **institutional effectiveness through continuous improvement**

Proposed Metric(s):
- # of grants awarded per year[21]
- % of employees who agree with Employee Engagement Survey statements related to innovation and collaboration[22]

Proposed Metric(s):
- % of employees who agree with Campus Climate and Engagement Surveys statements related to employee well-being & professional development[23]
- # of professional development opportunities employees participated in[24]

Proposed Metric(s):
- FTES/FTEF ratio[25]
- # of large-scale cross-divisional process improvements implemented[26]
- % of employees who agree with the Campus Climate Survey statement regarding process improvement[27]

[21] # of grants awarded as reported by the Grants Development Office
[22] Employee Engagement Survey statements related to innovation and collaboration:
"El Camino College has a collaborative work environment";
"El Camino encourages innovation"

[23] Surveys statements related to well-being & professional development
Campus Climate: "I am satisfied with my current work-life balance at ECC."
Campus Climate: "I have access to training or professional development activities that can help me improve my job skills."
Employee Engagement: "El Camino College offers adequate opportunities for me to learn new skills."
[24] Total # of professional development opportunities employees participated in through Cornerstone & # of professional development opportunities funded and reported in the budgeting systems

[25] number of students enrolled in courses relative to the number of full-time faculty members available for instruction
[26] # of large-scale cross-divisional processes improved for greater efficiency and effectiveness
[27] *New* Employee Campus Climate survey question: "I feel encouraged and supported by ECC to find ways to simplify processes and to find better ways of doing things."

Thank You!
Questions?

Information Items

DEIA Symposium

- Erica Brenes
  - [Symposium Flyer](#)
  - [Sneak Peak DEIA Agenda](#)

Constitution Approval 1.9.1

- Charlene Brewer-Smith

Final name change from IDEA committee to DEIA, 4.3.2

- Charlene Brewer-Smith

Officer
Announcements

Curriculum Announcements

(Edwin Ambrosio)

- Please see the packet for the full report.

Faculty Development
(Anna Brochet)

- I&I: AI Use in your Classroom
  - October 18, 1:30-3pm
  - DE 166 and Zoom
- College Book Club
  - Fridays 11am-12pm:
    - October 20
    - November 3
    - December 1

- Please see the packet for the full report.

TEACHING ACADEMY FOR CONTINUOUS LEARNING

TACL
Teaching Academy for Continuous Learning

LET'S TACKLE TEACHING TOGETHER

WINTER 2024
LEARNING INSTITUTE

Dates & Time
January 8th to 12th
10 to 1 PM

Location
Distance Ed/Lib 166

SPRING 2024
FOLLOW UP SESSIONS

- Work in small groups
- Observe one another's teaching
- Share insights
- Four 1.5 hour meetings TBD

"

BIOLOGY FACULTY, '23

This was the most meaningful professional development I've ever participated in, it has drastically improved the climate of my classroom!

"

I&T FACULTY, '22

I was reminded that equity-minded teaching is an ongoing process and requires continuous reflection and adaptation to meet student needs.

"

MATH FACULTY, '23

EMTI helped me acknowledge the assumptions that I bring to the classroom, and to honestly assess whether they are consistent with my values as an instructor.

APPLY NOW!

QUESTIONS
ebrenes@elcamino.edu   dmclleland@elcamino.edu
pparks@elcamino.edu

Educational Policies Announcements

(Darcie McClelland)

- Please see the packet for the full report.

Finance Announcements
(Josh Troesh)

- Please see the packet for the full report.

Academic Technology Announcements
(Stephanie Burnham)

- Please see the packet for the full report.

Special Committees

Instructional Effectiveness Announcements
(Kevin Degnan)

- Please see the packet for the full report.

Academic Affairs

Carlos Lopez, Vice President of Academic Affairs

Student Services Report

Jeffrey Stephenson, Vice President of Student Services

Guided Pathways

Polly Parks and Chris Page

Public Comments

Reminders:

- Public comments will be limited to one 3-minute comment per person per meeting.

- Public comment limited to topics within/related to the 10+1 purview of the Academic Senate.