



# ACADEMIC SENATE MEETING 11-5-24

## REMINDERS

- Comments and questions not directly related to current agenda item will not be acknowledged until public comment. Additionally, comments and 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 or 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.



FROM: 10-15-24

[BoardDocs Link](#)

# APPROVAL OF MINUTES

# WELCOME DEAN'S REPRESENTATIVE

SCOTT KUSHIGEMACHI | HE, HIM, HIS  
DEAN, HUMANITIES DIVISION





# Hello Academic Senate!



Name: Katie Volk

Pronouns: She/Her

Major: English

Arts & Features Editor of The Union

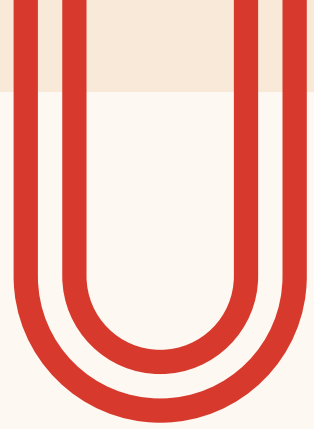
Email: [katherine\\_volk@elcamino.edu](mailto:katherine_volk@elcamino.edu)

Thank you for welcoming me and I look forward to today's meeting.





UNFINISHED BUSINESS

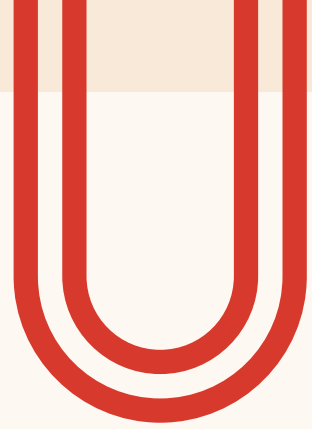


# AP'S / BP'S

PRESENTER: DARCIE  
MCLELLAND

- [AP 4231](#)
- [AP 4021](#)
- [BP 4021](#)



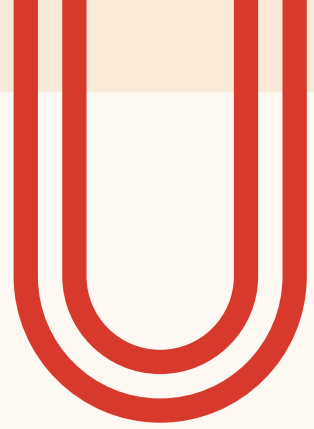


# SHS SYLLABUS STATEMENT

PRESENTERS: ANNA BROCKET AND CAMILA JENKIN

- [SYLLABUS STATEMENT](#)





# CONSOLIDATED CIP OVERVIEW

PRESENTER: VIVIANA UNDA

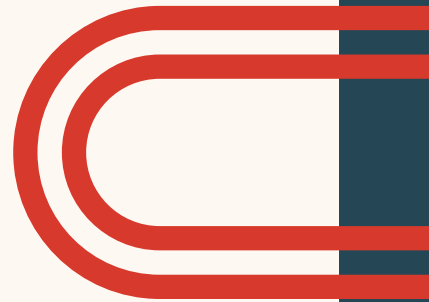
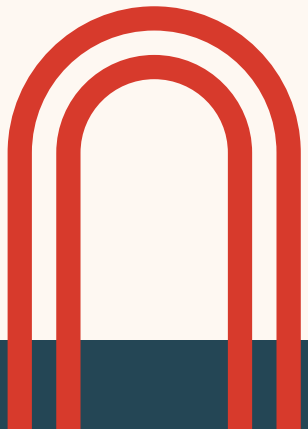
- CIP

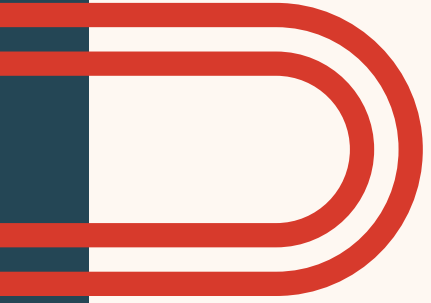






NEW BUSINESS





SENATE  
DISCUSSION:  
PROPOSED  
CHANGES TO  
ECC PD DAYS

ADD TEXT HERE.

PRESENTER



# SENATE DISCUSSION: PROPOSED CHANGES TO ECC PD DAYS

- **Background: Flexible Calendar**

- The Flexible Calendar programs allows for colleges to set aside days for staff professional development (PD) in lieu of regular instruction (classes are cancelled on those days).

- Sources: [CCCO Flexible Calendar Website](#) and Guidelines for the Implementation of the Flexible Calendar Program ([PDF](#))

- At ECC, we set aside 4 days of PD per academic year (@6 hours a day- FT faculty are required to do 24 hours of PD each academic year)

- The [AFT contract](#) (page 46) states that out of the 24 required hours, FT faculty are required to do 9 hours during Fall and Spring Professional Development days (6 hours in Fall and 3 hours in Spring) which are scheduled on the first day of each semester.

2024-2025

JULY 2024							AUGUST 2024							SEPTEMBER 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	*4	[5]	[6]					1	[2]	[3]	1	*2	3	4	5	6	7
[7]	8	9	10	11	[12]	[13]	[4]	5	6	7	8	[9]	[10]	8	9	10	11	12	13	14
[14]	15	16	17	18	[19]	[20]	[11]	(12)	(13)	(14)	(15)	(16)	[17]	15	16	17	18	19	20	21
[21]	22	23	24	25	[26]	[27]	[18]	(19)	(20)	(21)	*22	*23	[24]	22	23	24	25	26	*27	28
[28]	29	30	31				[25]	26	27	28	29	30	31	29	30					

OCTOBER 2024							NOVEMBER 2024							DECEMBER 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5							1	2	[1]	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	*11	12	13	14	15	16	[15]	(16)	(17)	(18)	(19)	(20)	[21]
20	21	22	23	24	25	26	17	18	19	20	21	22	23	[22]	*23	*24	*25	[26]	[27]	[28]
27	28	29	30	31			24	25	26	27	*28	*29	[30]	[29]	[30]	*31				

JANUARY 2025							FEBRUARY 2025							MARCH 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			*1	(2)	(3)	[4]						[1]							1	
[5]	6	7	8	9	10	[11]	[2]	3	4	5	6	*7	[8]	2	3	4	5	6	7	8
[12]	13	14	15	16	17	[18]	[9]	(10)	(11)	(12)	*13	(14)	[15]	9	10	11	12	13	14	15
[19]	*20	21	22	23	24	[25]	[16]	*17	18	19	20	21	22	16	17	18	19	20	21	22
[26]	27	28	29	30	31		23	24	25	26	27	28	23	24	25	26	27	28	29	
													30	*31						

APRIL 2025							MAY 2025							JUNE 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5						1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	(14)	(15)	(16)	(17)	(18)	[19]	11	12	13	14	15	16	17	15	16	(17)	(18)	*19	(20)	[21]
[20]	21	22	23	24	25	26	18	19	20	21	22	23	24	[22]	23	24	25	26	[27]	[28]
27	28	29	30				25	*26	27	28	29	30	31	[29]	30					

Fall	Winter Intercession	Spring	Professional Development Days	Summer	No Classes
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# SENATE DISCUSSION: PROPOSED CHANGES TO ECC PD DAYS CONT.

- **PD day survey** (N=70 FT faculty) indicated majority of respondents would like to see a reduction in the required 9 hours of PD on Fall and Spring PD days (24 hours of PD will still be required per year).
- Proposal: Reduce to 6 hours of PD required for FT faculty each academic year
  - 3 hours on Fall and Spring PD days (10am-1pm) with optional PD activities during rest of day
- **Options for scheduling PD days:**
  - **Keep** PD days scheduled on the first day of each semester
  - **Move** PD days to a day during approximately week four of each semester (Calendar committee can identify a day that least impacts instruction)
    - Rationale:
    - Move PD day to a time that is not as busy (beginning of the semester is when students need support the most and faculty a busy prepping for the semester)
    - Will feel more like a day truly set aside for PD rather than having to come to PD day before the semester starts
    - If the Calendar committee chooses a day to do PD day on a weekday where there are not other holidays scheduled, class time will not have to be made up (15 meeting days are allowable during a 16-week semester)

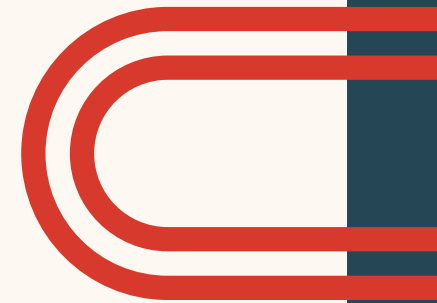
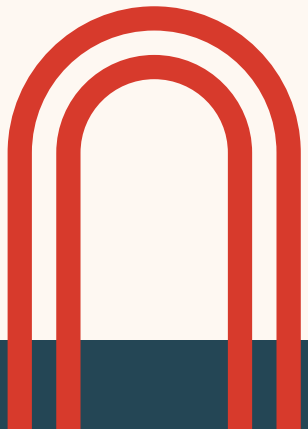


# SENATE DISCUSSION: PROPOSED CHANGES TO ECC PD DAYS CONT.

- Some examples of other colleges that do their PD day during the semester:
  - [LBCC](#): Tuesday, September 24 and Thursday March 13
  - [Las Positas](#): Thursday, October 24 and Thursday, March 20
  - [Chaffey College](#): April 22, 2025

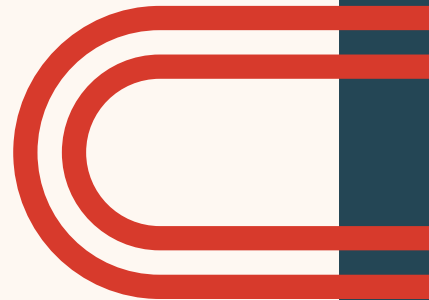
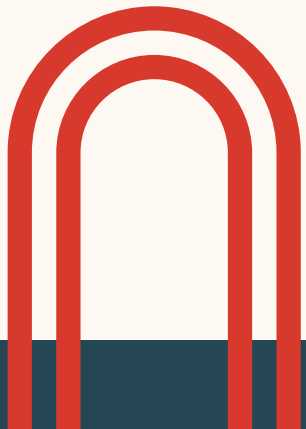


# INFORMATION ITEMS





# OFFICER ANNOUNCEMENTS



# CURRICULUM ANNOUNCEMENTS



EDWIN AMBROSIO

Please see current [Agenda & Recent Meeting Minutes on CCC Website](#)

Current Topic(s)

- [Common Course Numbering \(CCN\)](#)

Please see the packet for the full report.



# DIVERSITY, EQUITY, INCLUSION, AND ACCESSIBILITY ANNOUNCEMENTS



ERICA BRENES

- 47 members of our campus community joined us at our annual DEIA Symposium.
- Activities included:
  - Exploring the psychological impact of constantly facing resistance to DEIA changemaking,
  - Listening to a panel of students about necessary improvements to campus design,
  - How to sustain our efforts by embedding more joy into our work!
- At our next meeting on 11/21 (via zoom), we will:
  - Review exit survey feedback from attendees,
  - Set 2024-2025 agenda based on symposium discussions.
- Communities of Practice are available for DEIA changemakers to join and find community!

Please see the packet for the full report.

# EDUCATIONAL POLICIES ANNOUNCEMENTS



DARCIE MCCLELLAND

Please see the packet for the full report.

# FACULTY DEVELOPMENT



ANNA BROCHET  
AND  
CAMILA JENKIN

**#Teacher HACKS PRESENTS**

**INSTRUCTOR SUPPORT HOUR  
& ICE CREAM SOCIAL**

**NOVEMBER 14TH**  
**1:15pm - 2:15pm (college hr)**  
**Library 166**

**GET FLEX CREDIT!**

Take a break and come join us for an hour of support!  
Bring your questions and crowdsource solutions with  
your colleagues and campus experts!

In attendance:  
Online & Digital Education Team  
Lillian Justice, Registrar  
Ricky Gonzalez, Student Development  
Tiffanie Lau, SRC  
Counselors & Librarians

**SIGN UP IN CORNERSTONE OR DROP IN**  
ECC ACADEMIC SENATE FACULTY DEVELOPMENT COMMITTEE

Please see the packet for the full report.

# FINANCE ANNOUNCEMENTS



JOSH TROESH

Please see current [Agenda & Recent Meeting Minutes on Board Docs](#)

Current Topic(s)

- Ongoing Questions on Budget

Please see the packet for the full report.

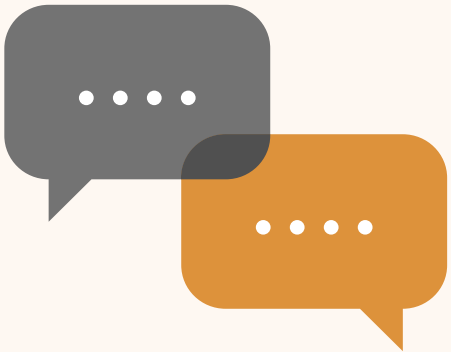
# ACADEMIC TECHNOLOGY ANNOUNCEMENTS



STEPHANIE BURNHAM

Please see the packet for the full report.

# INSTRUCTIONAL EFFECTIVENESS ANNOUNCEMENTS

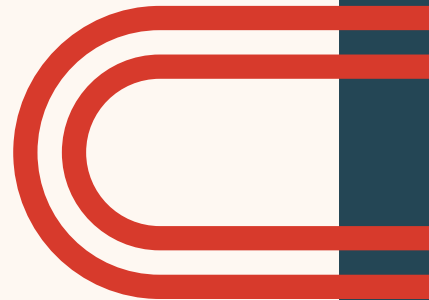
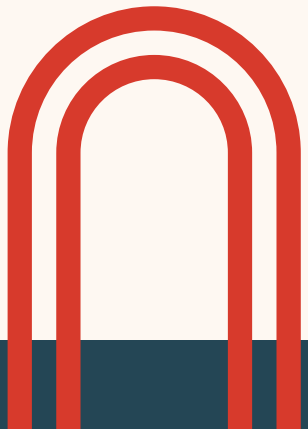


KEVIN DEGNAN

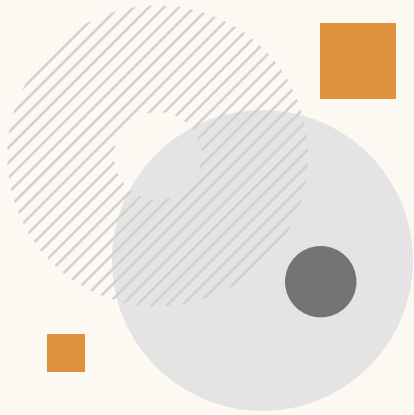
Please see the packet for the full report.



# SPECIAL COMMITTEES



# ACADEMIC AFFAIRS

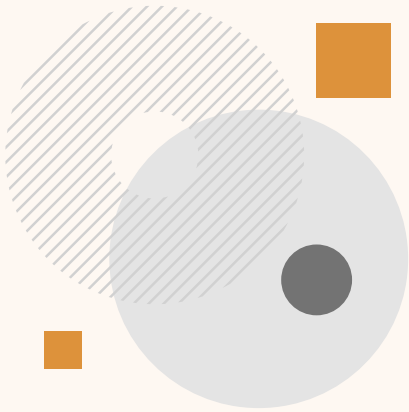


CARLOS LOPEZ  
VP OF ACADEMIC AFFAIRS

Please see the packet for the full report.



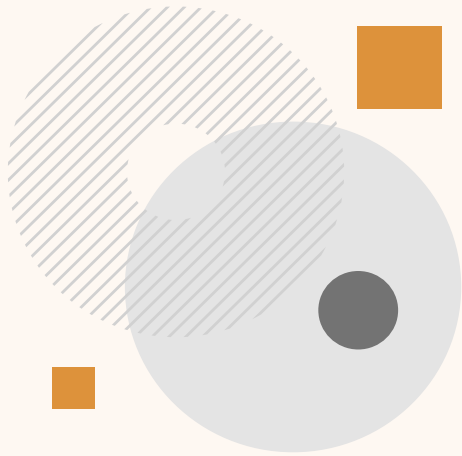
# STUDENT SERVICES



JEFFREY STEPHENSON  
VP OF STUDENT SERVICES

Please see the packet for the full report.

# GUIDED PATHWAYS



POLLY PARKS  
AND  
CHRIS PAGE

Please see the packet for the full report.

# 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.

