



# Academic Senate Meeting

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Date: 2-20-24

# Reminders

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- 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: 12-5-23

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# Welcome Dean's Representative!

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- Dr. Crystle Martin (pronouns: she/her)  
Dean, Division of Library and Learning Resources



# Welcome The Union Student Representatives

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- Eddy Cermeno, Reporter
- Osvin Suazo, Photographer

# Unfinished Business





# New Business

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# AP 2510

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- Kristie, Lars, Charlene





# Information Items

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# Active Shooter Drill

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- Chief Trevis

# El Camino Equal Employment Opportunity Plan

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- Jaynie Ishikawa
  - [EEO Plan](#)
  - [EEO Plan Component 13](#)
  - [Feedback Form](#)

# Local Administrative Rights (LAR)

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Stephanie Burnham

# The What (background and overview)

- Local admin rights provide users with elevated privileges on their ECC-issued computers, allowing them to install software and make system-wide changes.
- Traditionally, local admin rights are reserved for IT personnel. If a non-IT employee needs to install/update something on their computer, they must contact the ITS Help Desk.
- At the start of the COVID pandemic, a decision was made to give local admin rights to all faculty members on their computers since most were remote.
- Now that most work has resumed on campus, local admin rights will be for ITS personnel only.
- Non-faculty members requesting local admin rights need to fill out a Workstation Local Administrative Rights Request form. Form is approved by head of department and division VP.

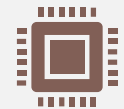
# The How (impact)



For example, you won't be able to install a home printer or scanner (or piece of hardware that you need to connect to your computer and that requires drivers to run) to your work laptop without creating an ITS ticket for it first.



Most software applications are less impacted, since most are cloud-based.



If you have already set up a piece of hardware/software on your work computer, this update will impact you less.



On-campus shared printers and hardware already installed should not be affected.

# The Why (revoke LAR)

The benefits of revoking Local Admin Rights are that it:

- prevents Malware from being downloaded
- decreases the privileges for potential hackers
- prevents restricted files and accounts from being edited
- minimizes the risk of costly downtime
- complies with Best Practices

# The When (next steps)

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- Revoke Local Administrative Rights for non-IT personnel as recommended by the Chancellor's Office and supported by the Cabinet. Have this fully enforced by 2/29/2024 at the latest.
- ITS is here to offer training sessions on how to request IT assistance; develop a support system for non-IT personnel during the transition; and set up a dedicated support channel for faculty members.
- ITS will give priority to instructional inquiries and establish a two (2) business days SLA.
- Phase 2, ITS to install a Privileged Access Management (PAM) solution so LAR can be granted only upon request and within a specific time frame.
- Phase 2, ITS will publish a software catalog so pre-approved software can be downloaded and installed or updated without the need for elevated privileges.





# Black History Month

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- Wiley



# Officer Announcements

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# Curriculum Announcements

(Edwin Ambrosio)

- Please see the packet for the full report.

Diversity,  
Equity,  
Inclusion, and  
Accessibility  
Announcements  
(Linda Cooks)

- 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)

- Introducing Camila Jenkin, Co-VP of FDC!
- Please fill out [PD day evaluation survey](#) by Friday February 23, 2024
- FDC is looking for representatives especially from the following divisions:
  - Business
  - Health Science and Athletics
  - Humanities
  - Industry and Technology
- FDC meetings: 4th Tuesdays, Library 202
- 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)

**SAVE THE DATE**


**03/29**


Friday, March 29, 2024  
8:30 am-2:30 pm

El Camino College  
Educational Technology  
Conference 2024

*"Generative AI: The Good, The Bad, and the Unknown"*

Location: Schauerman Library  
(In-person).



 Brought to you by the  
Academic Technology  
Committee and the Academic  
Senate.

[Click here for more information](#)

- Please see the packet for the full report.



# Instructional Effectiveness Announcements

(Kevin Degnan)

- Fall 2023 SLO results must be entered in Nuventive by 1 March. Training will be offered via Zoom Thursday, 29 Feb (Happy Leap Year!)
  - Revisions to Spring 2024 SLO timeline due by 1 March.
  - ILO 4 data has been gathered over winter. ALC Chair will meet with Guided Pathways Coordinators to compose final report.
    - Presentation of results highlights will be presented to Senate and other campus bodies in March.
  - Spring 2024 cohort of Program Review is commencing meetings. Trainings for 24-25 Program Review cohort will take place at end of this semester.
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- Please see the packet for the full report.

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# Special Committees



# Academic Affairs

Carlos Lopez, Vice President of Academic Affairs

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# Student Services

Jeffrey Stephenson, Vice President of Student Services

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# Guided Pathways

Polly Parks and Chris Page

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# Public Comments

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