



Academic
Senate
Meeting
2-15-22

El Camino College

Quick Reminder

- 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 1 three-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 (i.e. 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.
- If you type something in the chat that you would like read aloud, please begin the comment with ***. If your comment does not begin with ***, we will assume it's just for others to read silently and will not acknowledge it publicly.

Approval of Minutes from 12-7-21

Packet pages

Welcome Deans Representative!



Dr. Amy Grant
Dean, Natural Sciences
Pronouns: she, her

As the campus begins the reopening process, how is your division preparing to support students as we transition back to campus?

The Natural Sciences Division has entire departments that are completely in person. We are trying to help students bring their lab skills up to par after being remote for so long! Instructors are being creative about teaching elementary lab skills, and we will have a chemistry lab boot camp!

Unfinished Business



BP 4400, Community Services

Packet pages 13-14

- Second reading and vote
- One change made, language copied from template

~~Classes are open for admission to all members of the community; adults and some classes are open to, or limited to age-appropriate topics for minors who may benefit from the classes.~~

Community Education courses shall be open for admission of adults and of minors who can benefit from the programs. ||



AP 4320, Public Performance by Students

Packet page 15

- Second reading and vote
- This AP has no template, and no BP associated with it.
- Red additions accepted.

Administrative Procedure 4320 Public Performance by Students



Musical or other programs may be presented by [College](#) performing classes or other students for non-college organizations. Requests for such presentations must be approved by the appropriate dean and the instructor of the class.

A performance away from campus shall be deemed as an Excursion as defined in AP 4300.

The College may charge an honorarium for the presentation.

~~This Administrative Procedure replaces BP 4320, Public Performance by Students.~~

References:

Board Policy and Administrative Policy 4300 Field Trips and Excursions

AP 4022, Course Approval

Packet pages 16-18

- Second reading and vote
- Sent to Curriculum Committee first, then to Senate

the Office of the Vice President of Academic Affairs.

Procedures for course approval of non-degree applicable credit courses and degree-applicable credit courses that are not part of a permitted educational program must address ~~at least~~ the following:

1. These courses must be approved by the College Curriculum Committee.
2. The individuals on the College Curriculum Committee must have received the training provided for in Title 5, Section 55100.
3. Unless modified to properly address the reasons for denial by the California Community Colleges Chancellor's Office, no courses may be offered that were previously denied approval.
4. Students may count a maximum of 18 semester units of coursework approved

New Business



AB 705 Improvement Plan

- Packet pages 19-46

Procedure for Assignment of Distance Education Course Sections

- Packet page 47

Information Items



BP/AP 3433, Prohibition of Sexual Harassment Under Title IX

- Pages 48-52

BP/AP 3540, Sexual and Gender Based Misconduct

- Packet pages 53-63

Officer Reports



President's Report

Need 3 more reps for hiring committees in ITEC, you can earn FLEX credit for this role or EEO/EER, but not for serving as an in-division rep

Enrollment Management Committee will be adding new faculty. Please let Darcie know if you have volunteers who would be interested in this.

The Academic Senate will be holding an election for a President-elect this spring. If interested please speak with Darcie.

President's Report

Covid Task Force meets on Friday. Please email Darcie with all feedback for the task force (positive and negative) by end of day Thursday.

Will be working on changes to policies and procedures re distance education certification and course assignment this spring. If you are interested in being involved in this, please speak with Stephanie or Darcie.

Curriculum

Curriculum Advisor, Lavonne Plum is now the Assistant to the VPAA

Lavonne will continue to help with some curriculum matters

Will keep you posted on the timeline for the new advisor

Edwin Ambrosio (Math) is Chair Elect and as is shadowing me this semester

We met with deans/associate deans/CCC reps during winter to review Division Plans for spring

Educational Policies

- BP 4400 Community Services
 - Second reading today
- AP 4320 Public Performance by Students
 - Second reading today
- AP 4022 Course Approval
 - Second reading today

- Current work: Academic Integrity language in AP 5520
- First meeting information coming asap

Equity, Diversity, & Inclusion

- Upcoming EDI Standing Committee meeting Thursdays
24th of February
- Upcoming next AS meeting Land Acknowledgement Toolkit
- EDI committee members are receiving Equity Grid Training
and for Spring with assessment of ECC policies and
procedures.
- EDI survey to be administered this spring.

Faculty Development

- First spring FDC meeting is next Tuesday
- FDC will partner with EDI to host Informed & Inspired this semester
- Please check your inbox for emails from PD:
 - PD Day Evaluation Survey – PLEASE respond by 2/25
 - Email regarding Cornerstone updates, sent on 1/31
- ECC Equity-Minded Teaching Institute – 25 faculty completed the winter institute

Finance

- Enrollment is going to be a major challenge this year
- New funding formula still has enrollment as a major component
 - Rolling average enrollment
- First PBC meeting is this Thursday

Academic Technology

[ATC](#); [CTC](#)

- Ed Tech Conference Thursday March 24th (in person) and Friday March 25th (virtual). Save the date but also, call for proposals! If you have an idea for a workshop, or if you want to present, email sburnham@elcamino.edu
- Hyflex courses continue to be part of our conversations
- Revamping SPOCK and in-house DE Certifications and re-certification courses are also being discussed
- MS Teams popping up when we schedule in Outlook?

Instructional Effectiveness

- **Fall 2021 SLO results** are due to be entered into Nuventive (solutions.nuventive.com) by 4 March.
- **Fall 2021 PLO results** are due to be entered into Nuventive (same site) by 18 March.
- **New set of training videos** are available at https://www.youtube.com/playlist?list=PLyJgBNaH2_VOyH9D5R-MvyG5Mh0bLG6JZ
- **Live FLEX-eligible workshops** will be held on 2 and 16 March 2:30-3:30pm. If interested, please email kdegnan@elcamino.edu to discuss Zoom vs. in-person options.

Instructional Effectiveness (continued)

- **New project for Spring 2022 & beyond: Canvas Outcomes**
 - Accreditation requires us to gather, analyze, and act on SLO data disaggregated by student population to address equity issues.
 - With Guided Pathways and Institutional Research & Planning, I've identified "gateway courses" for each academic program. Only these courses will be required to participate in Canvas Outcomes project.
 - This semester, only gateway courses with at least one SLO being assessed this semester will be participating.
 - We will be using the feature in Canvas, "Canvas Outcomes" to collect SLO data, which will then be disaggregated by IR&P, then analyzed by SLO Facilitators, discussed with ALC, and information and actions shared in each department.
 - Canvas Outcomes will have rubrics set up for each assessment and trainings for all participating and interested parties will be offered beginning in week 6 so data can be gathered in weeks 14-16.

Instructional Effectiveness (last thing, I swear)

- Program Review documents for the current cohort of programs is due this Friday, 18 February. Email completed documents to kdegnan@elcamino.edu and izugic@elcamino.edu.
- The Academic Program Review Committee will resume meeting on 24 February with Anthropology!

Special Committees



Academic Affairs

- Incorporating more Adult Pathways within Guided Pathways
- Institutionalizing Guided Pathways
- Growing Dual Enrollment and Noncredit
- New Strategic Enrollment Management Plan Being Drafted
 - Need a faculty co-lead, and more faculty involvement

Student Services