



Academic  
Senate  
Meeting  
3-1-22

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 2-15-22

Packet pages 6-13

# Welcome Deans Representative!



**Scott Kushigemachi**

**Associate Dean, Humanities**

**Pronouns: he/him/his**

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

- Our Journalism program is creating unique learning opportunities for Journalism students, who will be attending the College Media Association conference and competition in NYC
- Our Foreign Language department is continuing to implement their newly revised programs, which were redesigned to clear the path, allowing for greater flexibility and more options for degree-seeking students
- Our ESL program, in collaboration with our Writing Center, is helping ESL students stay on the path by offering new learning assistance focused on English Language Learners
- Our English program is reviewing their key gateway courses with an equity lens as part of the Curriculum process, and hosting discussions about anti-racist writing instruction

# Unfinished Business



# AB 705 Improvement Plan

- Packet pages 14-33

# Procedure for Assignment of Distance Education Course Sections

- Packet page 34

# New Business





# Resolution Affirming The Rights and Lives of our Transgender and Gender Non-Conforming Students Matter

Packet page 35

# Call for Nominations

Senate President-Elect

# Dean of Noncredit and Continuing Education

Packet pages 36-38

# Title 5 Section 53200

- For the purpose of this Subchapter:
- (a) “Faculty” means those employees of a community college district who are employed in positions that are not designated as supervisory or management for the purposes of Article 5 (commencing with Section 3540) of Chapter 10.7 of Division 4 of Title 1 of the Government Code, and for which minimum qualifications for hire are specified by the Board of Governors.
- (b) “Academic senate,” “faculty council,” and “faculty senate” means an organization formed in accordance with the provisions of this Subchapter whose primary function, as the representative of the faculty, is to make recommendations to the administration of a college and to the governing board of a district with respect to academic and professional matters. For purposes of this Subchapter, reference to the term “academic senate” also constitutes reference to “faculty council” or “faculty senate.”
- (c) “Academic and professional matters” means the following policy development and implementation matters:
  - (1) curriculum, including establishing prerequisites and placing courses within disciplines;
  - (2) degree and certificate requirements;
  - (3) grading policies;
  - (4) educational program development;
  - (5) standards or policies regarding student preparation and success;
  - (6) district and college governance structures, as related to faculty roles;
  - (7) faculty roles and involvement in accreditation processes, including self-study and annual reports;
  - (8) policies for faculty professional development activities;
  - (9) processes for program review;
  - (10) processes for institutional planning and budget development; and
  - (11) other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.
- (d) “Consult collegially” means that the district governing board shall develop policies on academic and professional matters through either or both of the following methods, according to its own discretion:
  - (1) relying primarily upon the advice and judgment of the academic senate; or
  - (2) agreeing that the district governing board, or such representatives as it may designate, and the representatives of the academic senate shall have the obligation to reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.



## ACADEMIC SENATE for California Community Colleges

Title 5 §53200 (b): Academic Senate means an organization whose primary function is to make recommendations with respect to academic and professional matters. In Section 53200 (c), “Academic and professional matters” means the following policy development and implementation matters:

- 1** Curriculum including establishing prerequisites and placing courses within disciplines
- 2** Degree and certificate requirements
- 3** Grading policies
- 4** Educational program development
- 5** Standards or policies regarding student preparation and success
- 6** District and college governance structures, as related to faculty roles
- 7** Faculty roles and involvement in accreditation processes, including self-study and annual reports
- 8** Policies for faculty professional development activities
- 9** Processes for program review
- 10** Processes for institutional planning and budget development
- +1** Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.



- (d) “Consult collegially” means that the district governing board shall develop policies on academic and professional matters through either or both of the following methods, according to its own discretion:
  - (1) relying primarily upon the advice and judgment of the academic senate;  
or
  - (2) agreeing that the district governing board, or such representatives as it may designate, and the representatives of the academic senate shall have the obligation to reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

# El Camino College Board Policy 2510, Participation in Local Decision Making

- The Board is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for Board action and administrative procedures for Superintendent/President action under which the District is governed and administered.
- Each of the following shall participate as required by law in the decision-making processes of the District:
  - **Academic Senate(s)** (Title 5, Sections 53200-53206.)
  - The Board or its designees will consult collegially with the Academic Senate, as duly constituted with respect to academic and professional matters, as defined by law. Procedures to implement this section are developed collegially with the Academic Senate.
  - The Board will normally accept the recommendations of the Academic Senate on academic and professional matters as defined by Sub-Chapter 2, Section 53200, et seq., California Administrative Code, Title 5, and as listed below:
    - Curriculum, including establishing prerequisites and placing courses within disciplines;
    - Degree and certificate requirements;
    - Grading policies;
    - Educational program development;
    - Standards and policies regarding student preparation and success;
    - District and College governance structures as related to faculty roles;
    - Faculty roles and involvement in accreditation process, including self-study and annual reports;
    - Policies for faculty professional development activities;
    - Processes for program review;
    - Processes for institutional planning and budget development, and
    - Other academic and professional matters as mutually agreed upon between the Board of Trustees and the Academic Senate.
- **The Board of Trustees designates the Vice President-Academic Affairs as the liaison to the Academic Senate for the items listed above.**
- **If the District Governing Board of Trustees disagrees with the recommendation of the Academic Senate, representatives of the two bodies shall have the obligation to meet and reach mutual agreement by written resolution, regulation, or policy of the Governing Board.**
- Nothing in this policy shall be construed to impinge upon the due process rights of faculty, nor to detract from any negotiated agreements between the Federation of Teachers and the District. Written notification shall be given to the El Camino College Federation of Teachers by the District at the beginning of discussions between the Academic Senate and the District on academic and professional matters.
- **References:** Education Code Section 70902(b)(7); Title 5, Sections 53200 et seq., (Academic Senate), 51023.5(staff), 51023.7 (students), Accreditation Standard IV.A and IV.D.7

# El Camino College AP 2510, Collegial Consultation

- <https://go.boarddocs.com/ca/ecccd/Board.nsf/goto?open&id=B2YTJD7795A8#>





# A proposal for moving forward

- Reconstitute the noncredit task force with the following membership:
  - Faculty and AA co-chairs, faculty co-chair to be appointed by the Academic Senate and AA co-chair either an academic dean or associate dean to be appointed by VPAA. VPAA and Senate President do not serve on committee.
  - A faculty representative from each division to be appointed by Academic Senate
  - A representative from the College Curriculum Committee to be appointed by the CCC Chair (this individual may also be the faculty rep from their division if approved by the division's senators)
  - At least two academic deans from divisions with existing noncredit curriculum to be appointed by the VPAA, these deans should not be from same division as admin. Co-chair
  - A student representative to be appointed by ASO, preferably a student who has taken noncredit at the college or is interested in potentially taking noncredit in the future
  - A representative from Community Advancement to be appointed by the Director of Community Advancement

# Charge to the Noncredit Taskforce

- This committee functions as an official committee and adheres to Robert's Rules of Order (ie, quorum for meetings, official minutes, official votes to conduct business/approve items)
- Revise the 2019-2022 Noncredit plan to articulate a plan for the future that will best serve the college including strategies for:
  - 1) Whether a new Noncredit division will be created and if a new division is created, how this division will interact/work with existing academic divisions and who noncredit faculty will report to
  - 2) A plan for how noncredit curriculum will be approved
- Once a draft of the plan is approved by the committee (must be official vote in minutes), bring the plan to Academic Senate and Council of Deans (the public meeting, not the closed deans/management meetings) to approve. The job description for the individual who will be responsible for expanding the noncredit program must be part of the revised plan.
- Once AS and CoD approve plan, bring the plan to College Council for approval and then to the Board of Trustees.

# A charge to our fellow ECC Leaders

- In order to give our college the opportunity to recruit excellent faculty who will ensure the instruction in the noncredit program meets the high standards expected from other areas of the college and adequately prepares our students to succeed, the Academic Senate requests that before the revised NC proposal is approved, that our District and Federation leadership negotiate a proposal to ensure that noncredit faculty are paid fairly for the work they do.

# Information Items



# Introduction to the Land Acknowledgement Toolkit

Packet pages 39-50

# Officer Reports



# Finance

- Annual Plans – all expenses except faculty hiring to be included in the annual plan
  - One-time expenses
  - New expenses
  - Ongoing Maintenance (under a different request model and does not need to be tied to a goal/college outcome)
- Faculty hiring will be requested and prioritized through the existing process
  - No more duplication of request effort



# Curriculum

No report for today's meeting.  
See you next time!

# Educational Policies

No report for today.

# Equity, Diversity, & Inclusion

# Faculty Development

No report for today's meeting.  
See you next time!

# Academic Technology

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

- Keep saving that date! March 24th and 25th, Ed Tech Conference.
- Our network is being updated and once that is completed, the campus wifi infrastructure will be updated as well.
- 4 classrooms are being set up with advanced tech (wireless cameras, microphones, etc.) for future Hyflex options.

# Instructional Effectiveness

- **Fall 2021 SLO results** are due in Nuventive by Friday, 4 March.
  - Working workshop to enter results and navigate Nuventive is tomorrow, 2 March at 2:30pm. Register in Cornerstone for FLEX and/or contact [kdegnan@elcamino.edu](mailto:kdegnan@elcamino.edu) for Zoom info.
- **Fall 2021 PLO results** are due in Nuventive by 18 March.
  - Working workshop to enter results and navigate Nuventive is 16 March at 2:30pm. Register in Cornerstone for FLEX and/or contact [kdegnan@elcamino.edu](mailto:kdegnan@elcamino.edu) for Zoom info.
- **Facilitators and/or Deans - 3 Week Report** for any timeline adjustments to SLOs or PLOs to be assessed in Spring 2022 is due Friday, 4 March via email to [kdegnan@elcamino.edu](mailto:kdegnan@elcamino.edu).

# Instructional Effectiveness (continued)

# Special Committees





# Academic Affairs

Feedback on Return to Campus

Strategic Enrollment Management Plan with a focus on Adult Learners

Continue with efforts to increase Dual Enrollment and Noncredit, and Institutionalizing Guided Pathways

GPS Winter Summit, March 11, 2022, 1 - 4pm

# Student Services

- Social Justice Center will be open sometime in Spring – waiting for the future to be delivered. Any faculty who would like to be involve in the content programing please contact Monic Delgado, the Coordinator.
- The Black Student Success Center will open Fall 2022. Any faculty who would like to be involve in the content programing please contact Keiana Daniel, the Coordinator.
- Black Student Success Center Draft Outcomes
  - Build Community
  - College-level Math Completion
  - Expansion of Project Success
  - Student Leadership