

**Adjunct (1 Year)**

- Karl Striepe  
 Alt: Mayra Ochoa

**Behavioral & Social Sciences**

- Stacey Allen  
 John Baranski  
 Kristie Daniel-DiGregorio  
 Renee Galbavy  
 Michael Wynne

**Business**

- Kurt Hull  
 Phillip Lau  
 Josh Troesh

**Counseling**

- Seranda Bray  
 Anna Brochet  
 Rocio Diaz

**Library Learning Resources**

- Analu Josephides  
 Mary McMillan  
 Claudia Striepe

**Fine Arts**

- Ali Ahmadpour  
 Jonathan Bryant  
 Joe Hardesty  
 Russell McMillin  
 Darilyn Rowan

**Health Sciences & Athletics**

- Andrew Alvillar  
 Traci Granger  
 Yuko Kawasaki  
 Tiffanie Lau  
 Colleen McFaul

**Humanities**

- Kevin Degnan  
 Sean Donnell  
 Brent Isaacs  
 Elayne Kelley  
 Pete Marcoux  
 Anna Mavromati

**Industry & Technology**

- Charlene Brewer-Smith  
 Ross Durand  
 Dylan Meek  
 Renee Newell  
 Jack Selph

**Mathematical Sciences**

- Dominic Fanelli  
 Lars Kjeseth  
 Le Gui  
 Ronald Martinez  
 Oscar Villareal

**Natural Sciences**

- Mia Dobbs  
 Shimonee Kadakia  
 Darcie McClelland  
 Sanda Oswald  
 Shanna Potter  
 Anne Valle

**Academic Affairs**

- Jean Shankweiler

**Student Services**

- Ross Miyashiro

**Associated Students Organization**

- Jennifer Lopez

**President/Superintendent**

- Dena Maloney

**ECC Federation**

- Carolee Vakil-Jessop

**Curriculum Chair**

- Janet Young

**Institutional Research**

- Joshua Rosales

**Dean's Reps/Guests/Other Officers:**

- Amy Grant

Excused: none.

## ACADEMIC SENATE MINUTES

February 18, 2020

Unless noted otherwise, all page numbers refer to the packet used during the meeting, not the current packet you are reading now.

### A. CALL TO ORDER

Senate President Darcie McClelland called the first Academic Senate meeting of the spring 2020 semester to order on February 18 at 1:04 p.m.

### B. APPROVAL OF MINUTES (p. 5-14)

DM: See pgs. 5-13 of the packet for minutes from the December 10<sup>th</sup> meeting. S. Bray motioned, P. Marcoux seconded. Minutes were approved as presented.

### Dean's Representative

D. McClelland: Welcome our Deans Rep for today, Amy Grant from Natural Sciences.

A. Grant: Hi everyone, I'm glad to be here, have a great meeting!

DM: Thank you for being here today. We are going to move reports to the end to make sure we get to our two agenda items for today. We'll start with Dr. Shankweiler.

### D. SPECIAL COMMITTEE REPORTS

#### a. ECC VP of Academic Affairs – Jean Shankweiler

JS: Accreditation is coming up fast! Claudia has been working hard on getting documents done along with Chris Gold.

- We pretty much have our documents; will be posted soon for forum on March 5<sup>th</sup>. Please take a look once they get posted. Appreciate any input and feedback, and then will start consultation process, it will be back to Senate
- GP had their Summit for their success teams. It was very successful. A lot of you were there. We have a good start and some recs from regional GP person to help us move this along. Good start to the semester. Thank you.

### E. UNFINISHED BUSINESS:

#### a. Faculty Diversification Resolution 2<sup>nd</sup> Reading and vote-Darcie McClelland

DM: Will be voting on this. Motioned by P. Marcoux, seconded by A. Josephides. You may remember that we discussed this on December 10<sup>th</sup>

- Major content change that was suggested, in first resolved: **Resolved** that the Academic Senate of ECC partner with the office of Human Resources to analyze data about **racial and ethnic** diversity in individual hiring pools, identify areas where more diverse pools are needed, and explore and implement strategies to improve diversity of these pools
  - Any other changes?
- All those in favor of approving this resolution as written. APPROVED unanimously.
- We will take it to College Council in March and President will send to Board of Trustees for board to approve.

## F. NEW BUSINESS

### a. Learning Materials Cost Designation Resolution – Mary McMillan

MM: Bringing this forward because of OER advisory committee.

- OER advisory committee started last semester.
  - Would love to have a rep for this committee from Health Sciences & Athletics, Natural Sciences, and Industry and Tech. If you are here, go back to your colleagues and ask them to join our group. Would like to have voices from each division at the college since this work touches each division
- One of our goals is to look at the possibility of adding a low cost designation in Schedule Builder. Have been getting this request from number of faculty on campus.
  - I've been saying 'hold on, let's do legal requirement first', which is zero textbook cost designation in
    - Crystal Martin has taken over some of that work with the Deans so that our group can focus on OER piece
  - We want OER advisory committee to provide recommendations
    - What have we been doing is looking at other community colleges. We have had several meetings and debates on this topic. Our reps went back to speak to colleagues and divisions to get your thoughts.
      - What is considered low cost in one division could mean something different in another division. But we want a process that is simple for students when they are looking for classes
      - Example of why this is helpful came up a couple of weeks ago: an English instructor doesn't have textbook, but has a number of articles on Canvas that are required to be printed and bring them to class. The fact that printing is REQUIRED, which means that there will be a charge for those who don't have their own printers, means it is not a zero textbook cost class. I just got confirmation from that today from the Chancellor's Office, but they could be a low cost class.
    - What we have done is put together some language for ECC. What we are recommending:
      - \$40 or less – this was highly debated. There were some in committee who thought we should be pushing for zero. We discussed as high as \$50. What we settled to recommend is \$40-used the most across the state. We are trying to be consistent with our students in case they go elsewhere.
        - Pre-tax. Easiest for students to simply do \$40 pre tax.
  - You see a little bit of ZTC background in packet because I wanted to give you some background in seeing the differences between the two
  - The other thing I wanted to note: the pretax cost is based on cost from campus bookstore price (not Amazon sellers, etc). This is because if you are a student on financial aid, you are typically required to purchase materials from the campus bookstore.
  - Blue books, calculators, pencils, all general supplies, don't count in the cost. We are only talking about textbook, homework help, code banks, learning curricular materials.
  - P. Marcoux: What about software? E.g., if I am using a grammar program that costs \$15.
  - MM: then it is not zero textbook cost.
  - Question about whether \$40 is per textbook or all textbooks.
  - MM: \$40 and under for whole, entire class. Not per textbook.
  - C. McFaul: We have students who buy a book their first semester, but use it again for next course in a sequence.

- MM: good question, please see last bullet. This is a common question. This came up from Chemistry, I believe.

*If a text is used across multiple courses in a sequence DO NOT base your calculation on the cost divided by those courses. For example, a text that costs \$120 that is required for 3 sequenced courses DOES NOT meet the \$40 or under label requirement.*

*-Not all students take all courses in a series.*

*-Students may take courses over time and may have to pay for edition changes.*

*-Students must pay the \$120 and cannot budget for even 3 payments.*

- It doesn't count for reasons stated.
    - We are looking at it for that semester, not across the sequence
  - CM: In Fall semester they are going to pay \$1,000 in books. In Spring, they will have no cost.
  - MM: This is where it becomes a little difficult. I'll be honest, why I was hesitant to do low-cost. There are so many variables, we are still struggling to get ZTC. I was getting a lot of push from faculty to bring this over. I did reach out to Chancellor's Office and other campuses and this is the text that they sent me. It's hard to tell a student: for example, cosmetology their first class is \$800 something but next one isn't, then we can't mark it ZTC in a sequence.
  - J. Young: It seems that in nursing, Cosmetology, and other areas, the program is set, they don't really have a choice
  - MM: These are good questions, this is the first reading so I'm going to bring this back. This is I would love a rep from HS&A, Natural Sciences, and ITEC. You know particular things that I don't know.
  - S. Bray: From a student perspective, if a student sees \$1,000 up front, then I know it is not low cost.
  - MM: Yeah, that's how we were viewing it, from a student perspective. This is all in Schedule Builder, it's hard to have a lot of these disclaimers
- A. Brochet: These designations help students make decisions, but for particular programs where they have no choice, it doesn't matter if designated low cost. One more question: if faculty requires a specific calculator, they can still say they are low cost?
    - MM: If it is considered a standard supply for the class, not a learning material. This has been a debate. Some campuses, e.g. PCC, they have decided we are not going this direction for all of these reasons. We are not required to do low cost, we are only required to do ZTC. But I was getting a lot of feedback across campus to discuss this with advisory committee. Maybe in the end, this campus decides that this is something we don't want to do.
    - AB: If book is low cost or ZTC, but faculty requires calculator versus another faculty that might require a book but doesn't require calculator
    - MM: Are there other departments with an example that you might be aware of?
      - JY: In some course outline of record under other required materials
      - Examples: a camera, goggles, special boots for ITEC courses
    - MM: You guys are seeing how convoluted this is
  - SB: Could there be a note under the class so they know what materials are required?
    - MM: Wouldn't that be wonderful
    - J. Shankweiler: policy that these notations should go in schedule of classes (e.g. Cosmetology, Welding)
  - AV: Question about providing copies. Is there a limit on number of copies? For example, we have a lab manual that students purchase from bookstore-can we request copy center to make copies of labs on a week by week basis?

- AJ: Our library orientation class makes up to 5,000 copies of handouts for our students.
- AV: can school absorb that cost that normally students pay?
- JS: Right now Copy Center has no limit, but it is not free.
- S. Allen: The minutes should say we are very grateful.
- S. Donnell: I just want to make sure I am reading this right. If I have textbooks that are very expensive, but they are optional?
  - MM: If they are optional, then it is irrelevant. We are only talking about what students are required. We have faculty on this campus that are listed at ZTC because their book is optional, they don't require it
- J. Baranski: what is the range for low cost designation?
  - MM: The lowest we saw was \$25; highest was \$50. This is an ongoing debate. Conversation going on right now where a couple of campuses are doing it by number of unit (for example \$15 per unit), but it becomes a management challenge. We are two years behind on this ZTC stuff.
- CM: We have copies on reserve in the library that students can use. Does that count as ZTC?
  - MM: Only zero cost if you don't require a textbook. We don't have 30 something copies on reserve at the library that can be used at the same time or take home. If it's a library e-book and an e-book that has simultaneous access to the whole campus (those are the ones we try to get) and all students have access that way, then that would count because they all have access at all times.
- PM: Just to clarify, this isn't a policy
  - MM: I talked to Kristie and Darcie—these are recommendations.
  - PM: Who will ultimately police this?
  - MM: The divisions. We don't have a person whose job this is.
  - A. Josephides: Make a recommendation when it comes to second reading, to be mindful that it is not a resolution. In proposal, perhaps we can start wording it as a recommendation
  - PM: For Deans, put the audience there because they are the ones making the decisions.
  - MM: We've been piloting a few different ways to see what works. There was a form to report ZTC, I get it all, IT makes a list and they switch it on online scheduler. What I found was that people were coming to me instead of their deans, and vice versa so our list never matched.
- P. Lau: To clarify, there is low-cost, zero-cost designations in schedule builder?
  - MM: Right now if students are in online schedule builder—it is not working in web advisor. When they go on, on homepage, there is a tab that says low cost, ZTC. They can click on that tab and start searching for a class. When they are searching, they can see which sections are zero cost.
  - PL: The reason I'm asking is because for a music class, you don't need a guitar. You can just play when you are in class I guess. But don't you need one to practice on?
  - MM: You tell me, it's your class. No one is forcing you to go ZTC. The state is now requiring that if your class is ZTC, they want you to let students know. The majority of classes on campus right now are not zero textbook cost. The state is funding faculty across state to start creating OER where there are known gaps. I think someone from ECC applied.
  - PM: The purpose is to use capitalism. Students are going to choose ZTC before they choose others so that is going to influence you to say 'maybe I'm not going to use that'
  - PL: How misleading is that, you may not need anything but you might not do well
  - PM: Professor will make decision to assign a textbook, or assign an open educational resource. Using students to motivate the professors instead of telling professors not to use \$200 textbook.
  - MM: Student can see "I can go take a class at Compton College and not buy a textbook"
  - PL: I can show up and nothing is required, so I can choose not to buy it
    - 69% of our students don't buy the textbook anyway. They try to get by without them

- Question about when OER advisory committee meets.
  - MM: First Wednesday of every month.
- MM: I totally hear what you're saying.
- D. McClelland: Clearly this is a large topic of discussion, a lot of opinions, it's very convoluted. Please go back to your divisions and talk to people. Give us examples on weird scenarios. Get people's opinions. We will be bring this back as a second reading and vote as a Senate to support or not support low cost designation. Let's go out and talk to our colleagues and ask what greater body of campus thinks about low cost designations. If they like it, what are some specific parameters.
- MM: and please email me your questions so I can take forward to committee, ASCCC, and Chancellor's Office. But I don't know what all the questions are.
- PM: Only choice we have is low cost, not zero cost designation, that is state law.
- DM: Choice here is low cost.

## C. OFFICER REPORTS

### f. VP Academic Technology – Pete Marcoux

- PM: We have Academic Technology conference on Friday, March 13<sup>th</sup> from 8:30-2pm
  - We have a keynote speaker, someone from Canvas will be doing a live feed. We will be announcing workshops soon
  - Register on Cornerstone. Lunch is provided. What neat about this year's conference, we are inviting students. Workshop at every time frame will have something that is student friendly
  - Next meeting is February 27
- College Tech committee
  - Looking at Datatel – there are issues with it. They are looking to see if it is sustainable, whether we should stick with it. Do better training on using it.
  - Did a big survey over the break—teaching faculty don't deal with Colleague as much, counseling faculty use it quite a bit
- There are 6,000 devices on campus. We are coming to a point that it is not sustainable
  - We have 2x more devices than comparable schools. We are building new buildings and putting in computer labs without a plan to fix and replace these devices, and there is no money
    - Our partnership with Compton gave us some funds that paid for these upgrades
    - This includes faculty laptops
    - We will be talking about that this semester about how to best use tech funds
- Crystal Martin is new co-chair
- C. Streipe: What is going on with campus email?
  - Campus email: Switching everyone by October. Hopefully they will move that ahead of time, I am pushing for this semester
    - They have moved some people over, there is beta testing
    - A. Brochet: Do folders move? PM: Yes. Only hiccup I had was on mobile device, I had to log off and log back in

### a. President – Darcie McClelland

- A couple of announcements: Active shooter drill on Thursday March 19<sup>th</sup> - there will be a morning and evening one. Fifth Thursday which is what we agreed upon.
- If you have agenda items for spring, now is the time to let me know even if you don't have materials.

- One of the things we piloted in the Fall and people enjoyed were highlighting programs on campus to celebrate: celebrating programs on campus that are pretty cool (e.g., mentorship programs, programs for students). If you have programs in your department, let me know and I will put it on the agenda. I have a couple of ideas that I will get into contact with people about.
- Thank you to everyone who is serving as senate and diversity rep in hiring committee: We have reps on 7 of 8 hiring committees. 2 Dean and 1 Associate Dean committees, and investigator for Title 9.
- Will have longer report for you next time.
- Shout out to Stacey and PD team: PD day was awesome on Thursday.

b. Chair, Curriculum – Janet Young

- Curriculug is operational!!
- CCC Training Tuesday, February 25<sup>th</sup> 2:30-4:00 (Everyone is welcome)
- Training for DCC/Deans/Clerical Support –set up soon
- Course input into Curriculog has begun so courses are ready to be imported for course review
- Minimal clicking around – you just fill out the form
- Program is customizable so we can tweak it as needed.
- Acalog (Catalog) and Curriculog (Curriculum) interface with one another
- Curriculog Transition for Spring: course review has started with paper process.
  - February 25<sup>th</sup>, March 10<sup>th</sup>, and March 24<sup>th</sup> Meetings
- Course review via Curriculog will begin April 28<sup>th</sup> meeting and beyond
- Degrees and certificates will still be approved via paper process
  - Paper review for Spring semester
- Training will be in this room on May 1<sup>st</sup>

**c. VP Educational Policies – Darcie McClelland**

No ed policies updates

**d. VP Faculty Development – Stacey Allen**

- We were busy over winter planning PD Day—please fill out survey sent out by Professional Development, we want your feedback
- Getting the Job workshop: We had a rock star panel. Thank you Senator Seranda for serving on the panel! 31 adjunct faculty in room and received a lot of great information. It's such a great event. If I ever come hounding you, please do it. It is a very rewarding experience to share our side of it.
- 4<sup>th</sup> annual tenure reception, we have 4 senators who received tenure. Congratulations:
  - John Baranski
  - Hong Herrera Thomas
  - Shimonee Kadakia
  - Dominic Fanelli
- Next meeting is next Tuesday, join us
- A. Josephides: I want to add that four of our adjunct faculty that attended your past sessions are now full-time librarians with Cal State and UC system as well as our institution. I know they have mentioned that this session played an integral part of getting to where they are now.

**g. VP Instructional Effectiveness/ALC & SLOs Update – Kevin Degnan**

- Not much to report.
- PLO and SLO are coming up due.
  - SLO are due via Nuventive due March 6<sup>th</sup>
  - PLO reports due 2 weeks later on the 20<sup>th</sup>
    - If you have any changes that you would like to make in your timeline for assessment, let your facilitator know or email me

DM: Thank you everyone for showing up today, I know it's a very busy day, it really means a lot to us.

**H. FUTURE AGENDA ITEMS:**

- a. Accreditation Self Report
- b. SEA Plan
- c. AP 4300, Field Trips and Excursions

**I. PUBLIC COMMENT**

None.

**J. ADJOURN**

The meeting adjourned at 1:50 pm

RD/ECC Spring 2020