

ACADEMIC SENATE MINUTES
September 2, 2008

Attendance (X indicates present, exc indicates excused, pre-arranged absence)

Behavioral & Social Sciences

Brown, Maria
Rader, Emily
Widman, Lance X
Wynne, Michael X

Business

Halamka, Dagmar
Saddiqui, Junaid X

Counseling

Beley, Kate X
Gaines, Ken
Raufman, Lisa/V. Ragfold

Fine Arts

Ahmadpour, Ali X
Davidson, Jason X
Wells, Chris X
Crossman, Mark exc

Health Sciences & Athletics

Hazell, Tom X
Orton, Tory/Victoria (sharing)
Stanbury, Corey
Kim Baily (sharing)
McGinley, Pat (sharing) X
Moon, Mary (sharing)

Humanities

Hong, Lyman X
Marcoux, Pete X
Uyemura, Evelyn X
Kline, Matt X
Adrienne Sharp X

Industry & Technology

Gebert, Pat X
Hofmann, Ed X
MacPherson, Lee X
Marston, Doug
Rodriguez, George

Learning Resources Unit

Striepe, Claudia X
Robles, Vince (sharing) X
Ichinaga, Moon (sharing) X

Mathematical Sciences

Ghyam, Massoud
Kasabian, Judy
Scott, Greg
Tummers, Susan
Marc Glucksman X

Natural Sciences

Cowell, Chas X
Herzg, Chuck X
Palos, Teresa X
Vakil, David X

Adjunct Faculty

Kate McLaughlin X
Owens, Annette

ECC CEC Members

Panski, Saul X
Pratt, Estina
Smith, Darwin
Evans, Jerome
Norton, Tom

Ex Officio Attendees: Francisco Arce, Jeanie Nashime,
Guests and/Other Officers: Gloria Miranda VPAA Deans Rep. Janet Young (exc), Quajuana Chapman

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

The first Academic Senate meeting of the Fall 2008 semester was called to order at 12:32pm.

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PM announced that this would be the first and last meeting in the West Lounge. The Academic Senate will return to meeting in the Alondra Room.

PM had a trivia question for the Academic Senate members. How many faculty (full and part time) are working at El Camino this semester?

Answer: (Some areas are missing)

	<u>Full</u>	<u>Part</u>
Behavior & Social Sciences	36	71
Business	20	36
Fine Arts	35	111
Health Sciences		
Humanities	61	137
Industry & Technology	30	78
Learning Resources	9	5
Math	38	86
Natural Sciences	34	47
Nursing	13	35
Special Resource Center	10	13
Total		

Approval of last Minutes:

Some corrections to the minutes of May 20th 2008 were requested in person and via email. The Minutes were accepted with corrections.

REPORTS OF OFFICERS

President's report – Pete Marcoux (henceforth PM)

Technical Assistance. PM noted Mark Wade Lieu's responses to the issue of Technical Assistance.

- I'm sorry the form is confusing. When there is a request from only one group (only faculty or administration), the presentation ends up being given only by either the ASCCC or the CCLC to its respective group. It is far less effective since there is no buy-in from all concerned. If the request is only from faculty, administration cannot be compelled to participate. We don't call this a technical assistance, reserving that title for the jointly conducted sessions.
- I agree that it is a wasted opportunity. Sadly, quite a few districts do not proactively ask for the technical assistance - largely because there is no recognition of the need to change

or to revisit governance issues. We end up doing the technical assistance only after the commission has cited the lack of governance processes.

[See also pg.7-8 of packet]

The process works best if both “parties” co-apply, and usually Technical Assistance is mandated by the Accrediting Commission. Mr. Widman asked if this issue would come up during accreditation, and PM thought it likely. Dr. Arce said this talk was premature, as he believed that he and PM were still going through a process of investigation. PM thought the process was still ongoing as well, but that the issue was that Dr. Fallo had said he would not bring 2510 to the Board of Trustees. Dr. Arce felt that the internal process should be completed first. Mr. Vakil felt that Technical Assistance would save us from having to go through a long process, and Mr. Wells suggested going ahead both with our own investigation, and requesting Technical Assistance and seeing what progress was made.

College Council would meet today and discuss goals for 2008/09. Mr. Vakil will sit in on this meeting.

Program Review. [see pg 13-20 of packet] PM reported that the process has been re-energized. Program Review has a new format and this has been posted on the Web, along with forms and dates. Dr. Jaffe will be giving an orientation on the new format. Institutional Research will automatically provide the needed data. Mr. Panski asked where Compton Education Center fitted in to the Review process. Were the Compton Divisions to fit in/be included with the El Camino Division Program Reviews? Mr. Panski said that this question also applied to the Education Master Plan. Dr. Arce replied that he would be initiating a Master Plan process that would focus on the Center. For the most part, Program Reviews were already in progress before the Center joined ECC, so it has not really been decided how to integrate the Center into the Review process – perhaps as an addendum, perhaps as a separate report. Mr. Panski said this needed to be articulated as FCMAT will be looking at this aspect. PM felt that Dr. Jaffe would also be looking into this question. Irene Graff of Institutional Research is also keeping statistics and information for Compton. Mr. Panski repeated that Compton Center needed direction and that the faculty at Compton wanted to be involved.

Facilities Steering Committee. [See pg23-44 of packet]

SLO's. The role of the Academic Senate in the SLO process is still being worked out. The EBoard will meet with Dr. Jenny Simon and Lars Kjeseth. Ms. Gebert noted that the Cosmetology department wished to meet with their Compton counterparts on SLO's. Mr. Panski said that most of their programs were off-campus, but gave Ms. Gebert a contact.

Rules for Writers Handbook. The Humanities Division has approved this Writers Handbook and recommends its use. The Handbook has been customized for ECC and is available online and in the bookstore. The library also has copies.

Compton Education Center report - Saul Panski (SP)

No report.

Curriculum Committee report – Janet Young (JY)

No report. PM reported that the Curricuware software had crashed, but was now running again

Educational Policies Committee report – Evelyn Uyemura (EU)

The Committee is working on the Student Conduct policy as it pertains to plagiarism.

The title of BP4070 (previously Audit of Courses) was felt to be misleading, and has been changed to Audit Enrollment. The Committee is still getting feedback from Division offices on the Grade Change policy. The procedures to this policy may need to be revisited, and the Committee may need to meet with Mr. Mulrooney to clarify matters.

BP5506 Academic Honesty - the part pertaining to Students Rights and Responsibilities is under discussion. Input is being sought from Mr. Tyler. More mention is needed of the issue of electronic means of cheating.

EU hope to have a final reading of BP4220 Standards of Scholarship at the next Senate meeting. The Committee will be meeting this Thursday 4th September and has two goals: to take and disseminate better minutes, and to find a new Chairperson.

Faculty Development – Dave Vakil (DV)

DV announced that a **pilot Mentorship Program** was in progress in the Humanities Division this semester.[see pg 45, the pg 54-61 of packet]Please send feedback to DV.

DV had met with Dr. Nishime re: **Distinguished Faculty Awards** for part time faculty. He felt that some progress had been made. Mr. Robles put in a word for librarians as faculty to be considered for the awards, and DV said it was up to someone to nominate them.

The **major goal for the semester/year will be to oversee the mentorship program** and have it go campus- wide.

A second goal, which has not yet been discussed by the Committee, is to develop a system whereby **faculty can sit in on each other's classes** in a non- evaluative way, to observe and provide feedback.

DV told the Senate to expect more information on the Teaching Book Club. The book chosen for the next round is "What the Best College Teachers Do" By Ken Bain. DV hopes the same arrangement will apply – that is, the book will be provided free to faculty who sign up for all the meetings. Dr. Arce asked for the title of the book and will try and get funding for 30 copies.

DV asked how we can get faculty from ECC and Compton Educational Center to mix better. Scheduling is acknowledged to be a problem. Some comments included that we should use technology, like virtual conferencing, more and dividing meetings so that they alternate between the campuses. DV felt that this issue could use more discussion.

Finance and Special Projects/ PBC (Planning and Budgeting Committee) – Lance Widman (LW)

[pp. 62-63 of packet] 5/5/08 PBC Minutes, discussion of 08/09 **Tentative Budget, Student Health Fee** increase update. PBC endorsed the Health Fee and will have a further discussion on the merits of a year-round health fee.

[pp. 64-66 of packet] 7/10/08 PBC Minutes, discussion of **PBC self-evaluation** results.

[pp. 67-70 of packet] 8/14/08 PBC Minutes, IMPORTANT discussion of 08/09 **Final Budget Assumptions**, lead by Pres. Fallo. LW argued the members of Senate to look at these minutes.

[pp. 71-74 of packet] IMPORTANT discussion at 8/28 PBC meeting of 08/09 **Tentative vs. Final Budget** comparisons. The Final Budget was endorsed by the PBC at this meeting, forwarded to the Board of Trustees, to be considered at its 9/2 Board meeting. The comparison lists were compiled by Janice Ely. **Council of Deans** was pretty quiet over the summer.

Legislative Action – Chris Wells (CW)

CW reported on AB 591 Community Colleges: Temporary Employees - part time teaching load has been raised from 60 to 67%.

With reference to AB 906 Community Colleges: 50% Law - 53% of the budget is now earmarked for salaries.

CW reported that CSULB is not accepting applications for Spring 09 except in the areas of Nursing and Engineering.

REPORTS OF SPECIAL COMMITTEES

Accreditation

Dr. Spor gave a powerpoint presentation on Accreditation to date. [See Handout]

Mr. Wells asked whether the culture of accreditation is changing. Dr. Spor was not certain that it was. Mr. Widman asked whether the college would have a chance to respond to any accreditation team findings/comments. Dr. Spor noted that the college President would have an opportunity to look at the team's document, but that otherwise it was a confidential document. Mr. Panski noted that Compton was "totally in the dark" about the process as it concerned faculty. Dr. Spor said that ECC was as well, as we

have received no information from the Accreditation team as yet, but that he would share the information as it came in. Dr. Spor noted that from his reading of our self- study report it was good to note that ECC offers lots of high quality programs and have good staff. This really shows through in the report. CD's of the report are being made and will be distributed. In the meantime, you can find copies of the report at <http://www.elcamino.edu/administration/vpaa/accreditation.asp>

Calendar Committee – Lyman Hong (LH)

The Committee approved a **Three-Year Calendar**.

UNFINISHED BUSINESS

Proposed Distance Education Class Load Policy

This will be discussed at the next meeting..

Public Comment

PM asked for suggestions for discussion at subsequent meetings. Some suggestions : Department chairs, Syllabi, Copy Center, Plagiarism software, Teacher Rights/Concerns, Discipline, Campus Police/Police Chief presentation.

ARCC is in decline – this is an area of concern.

Irene Graff will give a presentation on enrollment.

Questions were raised about the presence of religious protelyzers on campus. It was noted that all campus “visitors” need a permit from Harold Tyler.

PM thanked all outgoing Senators for their service and welcomed new Senators Chuck Herzig, Moon Ichinaga, and Vince Robles. Kate McLaughlin will run as Adjunct Faculty representative again.

PM noted that Alice Grigsby and Claudia Striepe would lead preview tours of the new extension to the Learning Resources Building.

The meeting was adjourned at 1:43 pm.

Cs/ecc2008