

ECC Academic Senate

Important note:

This file contains the presentation used at the Senate meeting. The president's informal notes have been added in **red**.

These notes have not been reviewed nor have they been approved by the Academic Senate; they were created to provide a prompt (but informal) report about the meeting.

For a comprehensive, official accounting of Senate meetings, please refer to Senate meeting minutes:

<http://www.elcamino.edu/academics/academicsenate/>.

Thank you!





ECC Academic Senate

OCTOBER 16TH 2018

PLEASE SIGN IN & PICK UP NAME CARD

Agenda

- A. Call to Order
- B. Approval of Minutes -- Pages 6-15 in Senate packet. Minutes were approved with a minor edit.
- C. Officer Reports
- D. Special Committee Reports
- E. Unfinished Business
- F. New Business
- G. Information Items/Discussion
- H. Future Agenda Items
- I. Public Comment
- J. Adjourn

Welcome Division Personnel

Walter Cox, Associate Dean

Fine Arts Division

Associate Dean Cox has been in his current role for three years. But he's been at El Camino College off and on since 1986. Associate Dean Walter Cox is a true El Camino Warrior!

C. Officer Reports

a. President: Kristie Daniel-DiGregorio

Supporting Our Undocumented Students: October 15-19 is a week of advocacy and activities. For more information:

<http://www.elcamino.edu/student/studentservices/financialaid/ab540/>

Thank You Senate Reporters: J. Casper, J. Baranski, P. Lau, A. Brochet, C. Striepe, C. Wells, A. Alvillar, P. Marcoux, D. Meek, C. Schult-Roman, S. Di Fiori

Senate Evaluation: Focus is on functioning, purpose, achievement of goals. Watch email for the link; raffle for those who respond by the deadline.

College Council minutes are available here:

<http://www.elcamino.edu/administration/campus-committees/college-council/minutes.aspx>

C. Officer Reports

Thank you Ann O'Brien and the Marketing & Communications team for a new, easy-to-find link to Canvas on ECC homepage!

Please share with your students.



[ACADEMICS](#) [ADMISSIONS](#) [CAMPUS LIFE](#) [ABOUT](#)



C. Officer Reports

b. VP Compton College: Amber Gillis. Unable to attend.

c. Chair, Curriculum: Janet Young

College Curriculum Committee minutes are available here:

<http://www.elcamino.edu/academics/ccm/minutes.aspx>

The Chancellor's Office is giving the colleges increasing authority over course approvals. It's possible that they will next give the colleges authority for approving non-credit courses. This authority is contingent on us completing the certification process, which was completed last week and is described on the following slide. If we lose this authority, it would add 4-6 months to the approval process because all of our courses would need to be approved by the Chancellor's Office.

C. Officer Reports

b. VP Compton College: Amber Gillis. Unable to attend.

c. Chair, Curriculum: Janet Young

College Curriculum Committee minutes are available here:

<http://www.elcamino.edu/academics/ccc/minutes.aspx>

The slides that follow also explain that we can now offer certificates of achievement for as few as 8 units. Certificates of achievement are listed on students' transcripts (and earn the college more points in the new funding formula); certificates of accomplishment are not listed on students' transcripts.

Things are going really smoothly with the implementation of the new curriculum and catalog software. In the meantime, we are relying on a paper process, affectionately known as Curricu-Janet. 😊

C. Officer Reports

b. VP Compton College: Amber Gillis. Unable to attend.

c. Chair, Curriculum: Janet Young

College Curriculum Committee minutes are available here:

<http://www.elcamino.edu/academics/ccc/minutes.aspx>

There was discussion of whether departments should be encouraged to lower the units required for their certificates. For example, Music requires 20 units for a certificate of achievement. This decision rests with the department. Providing comparison data for certificate requirements may encourage departments to review their requirements.

Conducted the Annual CCC Course and Program Certification Training September 25th and October 9th

Submitted Certification Form to the C.O.

Purpose: Demonstrates that ECC warrants the expanded authority from the C.O. related to the curriculum approval process.

Topics Included:	
Types of Programs and Courses	Requirements for Course Outlines
Requirements for Associate Degrees and ADTs	The Credit Hour
Cooperative Work Experience	Certificates Changes



This expanded authority allows us to locally approve:

(new items are in red)

- All credit courses (including cooperative work experience)
- Modifications to all existing credit programs except for ADTs
- New local credit degrees and certificates (not ADTs or CTE)



Note: Non-credit courses/degrees/certificates must still be approved by the Chancellor's Office

Warning: Colleges that refuse to follow the requirements for automated approval will have the approval disabled and all curriculum will need to be reviewed and approved by the Chancellor's Office

Certificate Changes Effective July 2018

Units	Type of Certificate
3 -7	Accomplishment
8	Accomplishment or Achievement
9	Accomplishment or Achievement
10	Accomplishment or Achievement
11	Accomplishment or Achievement
12	Accomplishment or Achievement
13	Accomplishment or Achievement
14	Accomplishment or Achievement
15.5	Accomplishment or Achievement
16+	Achievement

Certificates of Accomplishment do not appear on student transcripts.

Other CCC Accomplishments

Catalog (Accalog)

- Completed the transition of our current pdf catalog to the online Accalog system.
- Underwent review from various departments on campus.
- DigArc is making final changes based on our feedback.
- Training on how to manage and customize the catalog will begin in two weeks.

Next phase: Building the curriculum (**Curriculog**) component - uploading forms/setting up approval process)

Transition: Moved to a “paper” process. Proposal forms and outlines are emailed to the Divisions, faculty make changes directly on the forms and sends them back - they are reviewed and sent to the CCC. Things are going smoothly thanks to division clerical support.

Reviewed:

Articulation agreements from 8 local high schools.

Approved 19 course reviews with 35 more courses slotted for the October 9th meeting.

C. Officer Reports

d. VP Educational Policies: Darcie McClelland, Senate Packet, pg. 17

Educational Policies Committee minutes available in the packet and here:

<http://www.elcamino.edu/academics/academicsenate/Ed%20Policies.aspx>

Darcie will be ECC's delegate at Fall Plenary. For more info about Plenary and the resolutions being considered, visit: <https://www.asccc.org/events/2018-11-01-150000-2018-11-03-210000/2018-fall-plenary-session>. A resolution of no confidence in the Chancellor may be presented at Plenary. As discussed in spring and fall ECC senate meetings, approximately 6 of 114 colleges have passed such votes. These expressed concern about the lack of consultation for AB 705, the fully online college, and performance-based funding.

C. Officer Reports

d. VP Educational Policies: Darcie McClelland, Senate Packet, pg. 17

Educational Policies Committee minutes available in the packet and here:

<http://www.elcamino.edu/academics/academicsenate/Ed%20Policies.aspx>

Area D (San Diego) faculty brought a resolution to their meeting but it was voted down; it may be presented again at Plenary. ECC senators were invited to offer input so Darcie can effectively represent the ECC Senate. The ECC Federation executive board passed a vote of no confidence in the Chancellor. ECC senators advised abstaining at Plenary because the issues are better addressed individually, there is a need for more information to make an informed decision, and abstention keeps the door open for the resolution to return for another vote. Darcie's colleagues trust her to make a wise decision on behalf of the ECC Senate.

C. Officer Reports

e. VP Faculty Development: Stacey Allen

Senate Packet, pgs. 18-19

Faculty Development Committee minutes available in the packet and here:

<http://www.elcamino.edu/academics/academicsenate/facdev.aspx>

The Climate Study was presented to the FDC and it was an engaging and enlightening presentation. This took the bulk of the meeting but the FDC will pick up with other topics at the next meeting.

Faculty Development Committee

Informed & Inspired

Preparing for Generation Z:

Teaching and Engaging a New Generation of College Students

- ▶ Presenters: Anna Brochet, Lori Suekawa, Monica Lanier
- ▶ Thursday, October 25th, 1:00-1:50, Library West Basement
(1 hour of flex credit 😊)

C. Officer Reports

f. VP Finance & Special Projects: Josh Troesh. No report.

Planning and Budgeting Committee minutes available here:

<http://www.elcamino.edu/administration/president/pbc/agendaminutes.aspx>

g. VP Academic Technology: Pete Marcoux. No report.

C. Officer Reports

fh. VP Instructional Effectiveness: Russell Serr

The status reports for SLOs are the best they've ever been. The quality is also very high. However, this semester we are still missing 5 program reviews. This is not good. The new orientation gives faculty a 10-month heads up as a way to encourage them to start right away. Lead faculty need to start early, but the department must also support them. CTE has two-year reviews. KDD noted that if we want Program Review to be a faculty-led process, it's essential that faculty provide stronger leadership in this area. Continuous improvement is required by Ed Code and for accreditation. Senators were asked to help communicate to their division how essential it is that faculty are providing strong leadership so the college has "sustainable continuous quality improvement." This requires processes which are "ongoing and systematic" (ACCJC Rubric for Program Review).

C. Officer Reports

fh. VP Instructional Effectiveness: Russell Serr

Faculty don't have to complete Program Review alone; Russell and Linda Clowers provide endless support to help faculty succeed. See slides that follow for examples of some of the many ways the ALC and Program Review Committee support faculty. Russell Serr thanked the Program Review Committee which provides thoughtful feedback and suggestions.

C. Officer Reports

h. VP Instructional Effectiveness: Russell Serr

Dates to remember:

Tuesday November 27, 2018

Program Review 2018

Nuventive Workshop –

1:00-2:00, MBA 220



Fall 2018

**Program Review/Planning
Training Schedule:**

Entering 2018 Program Review into Nuventive

Tuesday, November 27
1:00-2:00
MBA 220

To register for a training log into: <http://elcamino.flexreporter.com>
Any questions, please contact
Russell Serr (rserr@elcamino.edu) or
Linda Clowers (lclowers@elcamino.edu)

C. Officer Reports


h. VP Instructional Effectiveness: Russell Serr

Dates to remember:

Tuesday November 13, 2019
Program Review 2019

Orientation –

1:00-2:00, Library Basement
ALC



Fall 2018

**Program Review | Orientation
For 2019:**

Program Review into Orientation

Tuesday, November 13
1:00-2:00
Library Basement ALC

To register for a training log into: <http://elcamino.flexreporter.com>
Any questions, please contact
Russell Serr (rserr@elcamino.edu) or
Linda Clowers (lclowers@elcamino.edu)

C. Officer Reports

h. VP Instructional Effectiveness: Russell Serr

Dates to remember:

Wednesday, December 5
SLO/PLO “Entering Reports”
workshop –

2:30-3:30, Library Basement
Training Room

El Camino College



Student Learning Outcomes

Fall 2018 SLO Training Schedule:

Entering Fall 2018 Assessments: working workshop.
Wednesday, December 5, 2:30-3:30PM

All Fall 2018 reports should be entered into Nuventive (formerly TracDat) by
Friday, March 1!

*All trainings will be in the Library West **Basement** (ECC Campus).*

To register for a training log into: <http://elcamino.flexreporter.com>
Any questions, please contact
Russell Serr (rserr@elcamino.edu) or
Kevin Degnan (kdegnan@elcamino.edu)

G. Information Items - Discussion

e. ASO Update: Wiley Wilson

ASO is having a special election this week for President and Vice President. The blood drive is also this week. There will be no movie night this fall but ASO hopes to offer two in spring. They are working on a Thanksgiving family dinner with turkey gift cards. Metro U-Pass has new tiers: 100% subsidy for homeless students, 50% for students in programs such as EOPS, and 25% for students with ASB sticker. There is no longer a requirement that students be receiving the California Promise Grant to purchase U-Pass. These will be offered again the 2nd or 3rd week of spring semester.

D. Special Committee Reports

a. **ECC VP of Academic Affairs: Jean Shankweiler.**

Faculty should have received information from their dean about the training module that needs to be completed by all faculty this semester. Full-time faculty can apply for flex credit by submitting a conference report. Adjunct faculty are asked to complete the training as part of their five hours of other professional obligations.

The MyECC portal Team Sites are going away at the end of winter session. With Canvas, it's not a good use of resources to maintain two programs that serve the same purpose.

There are a number of curriculum improvements underway.

a. **ECC VP of Student Services: Ross Miyashiro.** See report on Strategic Plan later in the meeting.

E. Unfinished Business

a. AP 4055 Academic Accommodations for Students with a Disability: 2nd Reading

Darcie McClelland, VP Education Policies, **Senate Packet, pgs. 20-29**

A question came up last meeting about service animals. This will be addressed in a separate policy/procedure.

There were very minor changes made to AP 4055 at Council of Deans. A question arose about a student whose accommodation allows her more time on tests. She understood she would have 8 weeks to write an essay the class had 4 weeks to complete. The procedure refers to tests; might we need to clarify that it's in-class tests? The SRC helps students understand what is reasonable re: accommodations. Prior practice can also guide us. Darcie will liaise with Gary to learn more about how we can prevent misunderstandings.

E. Unfinished Business

b. AP 5500 Standards of Student Conduct: 2nd Reading

Darcie McClelland, VP Education Policies, **Senate Packet, pgs. 30-36**

This AP was tabled. Ed Policies needs to review BP 5500 and will bring the AP back when Senate reviews BP 5500.

F. New Business

a. AP 4022 Course Approval: 1st Reading

Darcie McClelland, VP Education Policies, **Senate Packet, pgs. 37-39**

This procedure came through Curriculum and has been reviewed by Ed Policies. It addresses stand-alone courses. Revision was made to remove redundant language. The AP will return for a second reading at the next meeting.

G. Information Items - Discussion

- a. Institutional Research and Planning: Measuring College Outcomes, Past and Present -- Carolyn Pineda**

See slides that follow.

IE Outcomes: Aligning with Statewide Metrics

Adjusting our IE Outcomes

External changes require that we modify our current Institutional Effectiveness (IE) Outcomes.

Statewide Impacts:

- Discontinuation of current Student Success Scorecard & IEPI
- New Chancellor's Vision for Success metrics
- New Funding Formula metrics
- New Guided Pathways metrics
- Creation of a Simplified Metrics framework to ensure comprehensive measures and state metric alignment

IE Outcomes Discontinued...

- Remedial Writing Complete Rate
- Remedial Math Completion Rate
- Three-Term Persistence Rate
- 30-Units Achievement Rate
- Overall Completion Rate
- Prepared Completion Rate
- Unprepared Completion Rate
- Career Technical Education (CTE) Completion Rate

Vision for Success College Metrics

Mandated Goals at the College Level:

1. Degrees & Certificates
2. Transfers
3. Time to Completion
4. Job Placement in the Field
5. Narrowing Achievement Gaps
6. Ensure alignment with Systemwide goals

Vision for Success College Metrics

Recommended Goals:

1. Student Persistence (e.g., Fall to Spring Retention)
2. Successful Attainment of 30 Units in First Year
3. Progress toward Transfer-level Coursework in first or second year
4. Full-time Enrollment (15 units per semester)
5. Employment and Earnings

Funding Formula Implications

Funding Formula has a three-pronged focus:

1. Access (FTES)
2. Equity (serving low-income students)
3. **Success** (completion, transfer, wage earning)

Funding Formula Success Metrics

Success Metrics include:

1. Associates Degrees
2. Associates Degrees for Transfer
3. Certificates +16 Units
4. 9+ CTE Units Completion
5. Transfer
6. Transfer Level Math and English Completion within one year
7. Regional Living Wage Attainment

Next Steps

- November 2nd Strategic Planning Committee Meeting
- Consultation Process

College must set goals that align with Vision for Success metrics by January 1, 2019.

G. Information Items - Discussion

b. Institutional Research and Planning: Strategic Planning – Ross Miyashiro

There is a lack of clarity on campus regarding our planning documents. BP 1200 is being revised to provide a road map for planning rather than the specific contents of our plan. The plan will be published in a separate document, which hasn't yet been named. Copies of the current version of BP 1200 were distributed for information only. These have been reviewed by the Ed Policies Committee. However, since our planning processes are being revised, IR suggested we wait until after the next Strategic Planning Committee meeting to bring BP 1200 and the Strategic Plan to Senate in November/December. Humanities senators requested consistency in the use of Oxford commas. See slides that follow for VP Miyashiro's overview of our Strategic Planning efforts.

STRATEGIC PLANNING

Academic Senate

October 16, 2018

WHAT IS THE RELATIONSHIP BETWEEN THE STRATEGIC PLAN AND THE ED. MASTER PLAN?

- Which has the overall El Camino College Direction and Goals?
- Which is highest in the hierarchy ?
- Which do we write our Program Reviews to?

CLARITY IN VISION, MISSION, VALUES, PLANNING, & BUDGET

- This proposed change in Board Policy 1200 will clarify and provide a clearer roadmap for everyone at El Camino College.
- This proposed change will allow flexibility in making the Strategic Mission, Vision, & Values more dynamic and less static.
- This will allow the Educational Master Plan as the guiding document towards planning and review.
- This proposed change will also provide all El Camino College people with a singular Mission, Vision, and set of Values to create programming in all areas of the college.

BOARD POLICY 1200 REVISED

- Board Policy 1200 as a high-level document
- Board policies should be board and over-arching
- The proposed document cover El Camino College's Values, Vision, and Mission.
- It does not get into the weeds of things but creates a guiding light to lead the college.

QUESTION?
COMMENT?
CONCERN?

We want to hear about it.



G. Information Items - Discussion

d. Faculty Association of California Community Colleges (FACCC) – Rocio Diaz

Senate Packet, pg. 40

FACCC offers membership to all full-time and part-time community college faculty. They provide advocacy at the state level and professional development events. FACCC has expressed concerns about performance-based funding since this has not been successful in other states. They also opposed the fully online college. Senators suggested that information about FACCC's position on the Chancellor be shared with Darcie McClelland, our delegate to Fall Plenary. Thanks to Rocio for serving as a governor at large and for presenting to the Senate! See next slide for more information.

G. Information Items - Discussion

d. Faculty Association of California Community Colleges (FACCC) – Rocio Diaz

Senate Packet, pg. 40

Catch up with [The Weekly](#), FACCC's weekly email highlighting the latest news in the CA Community Colleges.

[Part-time Faculty Symposium](#): Saturday, November 3rd 10am-2pm at Compton College. Discuss the needs of part-time faculty, including the 67% law.

View FACCC's current federal and legislative [priorities](#). Have ideas or feedback for 2019? [Share them here](#).

Interested in learning more about FACCC, or [becoming a member](#)? Let Rocio Diaz (rodiaz@elcamino.edu) know! Anyone who signs up will receive **free** membership for this academic year.

G. Information Items - Discussion

c. Human Resources Update: Reviewsnap – Jane Miyashiro

We have a new online system for performance appraisal, Reviewsnap, which will roll out in December/January for administrative managers. Faculty may be invited to provide input into a “360 review” for their dean. 360 reviews incorporate feedback not only from supervisors but also from those reporting to the evaluatee. With the new system, evaluations will be completed entirely online. There will be a video providing training on how to offer constructive feedback. Rather than sending to a lot of people who not have responded, the new approach will be more specific and strategic. HR is aiming for a 100% return rate. Feedback will be incorporated into a development plan. What is the dean doing well? What can they improve on? All feedback will be anonymous. The VPs will look at the information and what patterns are emerging.

G. Information Items - Discussion

c. Human Resources Update: Reviewsnap – Jane Miyashiro

Senators asked about the Applause cards and how to provide positive feedback now that the program has been discontinued. HR emailed a survey (deadline October 19th) asking for feedback on the new system and for volunteers for the planning committee.

Clarification was provided regarding the online evaluations. The new online system will be rolled out for deans first, then classified, then faculty. The software platform is distinct from the content of faculty evaluations. A task force worked last year to review and revise faculty forms. Those are being reviewed by Council of Deans and the Federation. They will then come to Academic Senate whose approval is required for the changes to be implemented. The goal is to complete consultation in fall and roll out revised forms on Reviewsnap in spring.

Thanks to VP Miyashiro for updating Senate on Reviewsnap, our new online review software!

Agenda

H. Future Agenda Items:

- a. Ed Policies: AP 7160 Professional Development, AP 3050 Ethics, BP/AP 4226 Multiple and Overlapping Enrollments
- b. Institutional Research and Planning: Governance Review Process
- c. AB 705
- d. South Bay Public Safety Center

Agenda

- I. **Public Comment:** Senators were provided with flyers for the upcoming Race and Social Justice Teach-In and Panel, Wednesday, 10.24 12-1:30 (panel) and 1:30-2 (reception) at Marsee Auditorium. This is being coordinated by the EEO subcommittee, of whom Senator Ali Ahmadpour is a member. Professor Ahmadpour has long advocated for a “teach-in” event on our campus and was thanked for his leadership. Senators were asked to post the flyers in their classrooms and to encourage their students to attend. For more information, visit:
<http://www.elcamino.edu/about/depts/prodev/Emails/Race.Social%20Justice.pdf>

Still reading? 😊 Be the first to email kdaniel@elcamino.edu with the affectionate name for our new paper-based curriculum process.

- I. Adjourn