

**Adjunct (1 Year)**

- Josh Casper
- Karl Striepe

**Behavioral & Social Sciences**

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

**Business**

- Kurt Hull
- Phillip Lau
- Josh Troesh

**Compton College**

- Amber Gillis
- Jesse Mills

**Counseling**

- Seranda Bray
- Anna Brochet
- Rocio Diaz

**Fine Arts**

- Ali Ahmadpour
- Joseph Evans
- Joe Hardesty
- Russell McMillin
- Chris Wells

**Health Sciences & Athletics**

- Andrew Alvillar
- Traci Granger
- Yuko Kawasaki
- Colleen McFaul
- Russell Serr

**Humanities**

- Sean Donnell
- Ashley Gallagher
- Pete Marcoux
- Anna Mavromati
- Christina Nagao

**Industry & Technology**

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

**Library Learning Resources**

- Analu Josephides
- Mary McMillan
- Claudia Striepe

**Mathematical Sciences**

- Dominic Fanelli
- Lars Kjeseth
- Le Gui
- Catherine Schult-Roman
- Oscar Villareal

**Natural Sciences**

- Darcie Descalzo
- Sara Di Fiori
- Troy Moore
- Shanna Potter
- Ann Valle

**President/Superintendent**

- Dena Maloney

**Academic Affairs & SCA**

- Linda Clowers
- Ross Miyashiro
- Jean Shankweiler

**Assoc. Students Org.**

- Wiley Wilson

**ECC Federation**

- Carolee Vakil-Jessop

**Curriculum Chair**

- Janet Young

**Institutional Research**

- Carolyn Pineda

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

- David Gonzales
- Jonathan Bryant
- 

**Excused:** C. Schult-Roman

## ACADEMIC SENATE MINUTES

September 18, 2018

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 Kristie Daniel-DiGregorio called the second Academic Senate meeting of the fall 2018 semester to order on September 18, 2018 at 12:30 p.m.

### **B. APPROVAL OF MINUTES**

See pgs. 5-12 of the packet for minutes from the September 4<sup>th</sup> meeting. P. Marcoux moved, C. Striepe seconded, and there was unanimous approval of minutes.

Dean David Gonzales is our division personnel for today's meeting.

### **C. OFFICER REPORTS**

#### **a. President – Kristie Daniel-DiGregorio (pgs. 13-18)**

A copy of the most recent College Council minutes are in the packet. As you know, I am your representative and if you have questions or want more information, please let me know. Welcome to Anna Mavromati, she is representing Humanities and she is a new senator and new full-time faculty member. We are so thrilled you are here. Thank you and a big shout out to Rose Ann Cerofeci for her years of service. Anna is taking her place.

Thank you everyone for participating in our "Ask Me/Puedo Ayudar" Campaign. Special thanks to Brian Hayden and Julieta Aramburo from Outreach and School Relations. They are such great collaborators with the senate on this particular project. Thanks to our Admissions Team; I don't know who Miriam is, but they have their own "Ask Me" button over in Admissions and it says, "Ask Miriam." Lillian keeps it covered so students don't see it, but that is an ongoing joke.

Just as a reminder, the MyECC Team Sites are going away after the Winter Session. We are transitioning away from Team Sites since Canvas is now available for all classes, so please plan accordingly. We will get more information as time goes on. Out with the old and in with the new. The new is Guided Pathways. They have 2 new co-coordinators, Janice Pon-Ishikawa and Jenny Simon. They are recruiting leads for program mapping in each division. If you are interested, please reach out to one or both of them to learn more. There is a workshop coming up later this month, Getting Started with Guided Pathways, from 10-12 on September 28<sup>th</sup>. You can register on Flex Reporter.

In terms of other statewide initiatives, at the end of Spring we discussed concerns from some faculty in the state about a lack of consultation on some of the state wide initiatives by the Chancellor's office. About half a dozen senates have passed votes of no confidence in the Chancellor. So far no other colleges have taken that step. Some new developments have come up. The Chancellor has expressed to the Board of Governors his goal to consult more authentically with faculty and the ASCCC. Among the 2018-2019 goals set by the ASCCC is that they be very involved in consulting the implementation of AB 8705 as well as Guided Pathways. If you are interested, you can certainly join the conversation through our statewide senate. There are a couple of very convenient opportunities for you to join that conversation. They include the Area C meeting, which is coming up in October and hosted by our Compton colleagues. It is on the 13<sup>th</sup> of October. It is a great chance to network and a way to learn about what is happening at the state level.

The Fall Plenary is going to be in Irvine on November 1-3. You can apply through your division for District-Wide Conference Committee funding so you don't have to pay the full bill yourself. You can get some supplemental funding. You can apply for the pot of money if there is still some there and available. I will send the notes out if you are interested in registering for either event. Congratulations to D. McClelland, who I have appointed to the statewide resolutions committee for ASCCC, our statewide senate. Congratulations D. McClelland for taking that step! If you are interested in these issues, many of them are going to be discussed through the resolutions process. They will be discussed first in the Area C meeting, then continuing on in the Plenary.

We didn't quite get to this with our orientation at our last meeting. We may have some new senators, or even if you are not new, I thought it might not hurt to do a quick overview of the front material in your packets. These things can be a BEAST! We got to 100 pages last year; it was one of my proudest moments as your President! I try not to make them ginormous. Just like a good textbook, when you understand the organization, then it becomes less daunting. The front page is our agenda and the table of contents. Most of the packet materials from the officers are from the committees that we sit on. We represent you or chair the committee or it could be reference information and we want to keep you in the loop. Pay particular attention to the unfinished and new business; those are the areas we are going to be voting on. Especially if you see it is a 2<sup>nd</sup> reading. We review materials, policies, procedures, resolutions twice. So you have a first reading when you bring your questions, we can go and research those questions. Then at the next meeting, our 2<sup>nd</sup> reading, we will have a vote. You can see we are voting today on our Progress Report and our goals.

Page two is where you will see a list our senators and the executive board. These senators and e-board members are the voting members of the senate. You can see here on the bottom right hand corner our ex officio members who are non-voting members of the senate. We appreciate their input and involvement, but they do not vote on matters before the senate. Page 3 is where you have some materials that provide an orientation to the senate, including the purpose of the senate, our 10+1 purview, how we tie in with Board Policies and also with our strategic initiatives. The bottom half tells you about our meetings at ECC and Compton, as well as our sub-committees. We encourage you to get involved, all of these meetings are open. The chairs names are included if you have a question or are interested.

Page 4 is our ECC acronyms, always expanding and growing. You will notice Guided Pathways has been inserted. We try to resist the acronyms so people can understand what is going on. If we slip into alphabet soup, this is your guide. Page 5 is where you see our approved goals for the year. The first 5 pages of the packet will be unchanged for the most part for all of our meetings this year. Then what follows are the materials that we need for this particular meeting. Are there any questions? We are always open to suggestions for making it more use friendly. That's why we moved the agenda to the front page, so we don't have to dig through the packet to see what business the senate will be considering at that meeting. Thank you everybody!

#### **b. VP Compton College – Amber Gillis**

Unable to attend.

#### **c. Chair, Curriculum – Janet Young (pg. 19)**

KDD: Our Curriculum Committee meeting minutes are available online, they are not in your packets. J. Young: First I want to update you on our new catalog and curriculum management system. Some more new terms for you; DigArc, which is the company we are purchasing the software from. It stands for Digital Architecture. Acalog is how we will refer to the catalog, it stands for academic catalog. And Curriculog, which is the curriculum management system. Our transition from the college catalog to Acalog has been completed. The team was led by Lavonne Plum and it was worked on all through the summer. We are moving from a PDF format to a customizable, student-friendly, printable catalog. We had our final team meeting this morning. Our next step is that we are going to go through training on how

to customize it and operate it. It will be ready for the 2019-20 catalog. I might have something to show in the next few meetings.

The next thing to update you about is the transition. Step one, we closed down Curricunet to prepare for the transfer. Don't worry it is all still there, no one lost any data, it is read only. During the summer we met with the deans and the CCC reps and the clerical support to develop an electronic process for course review. We are still Old School, people fill out forms. We aren't making 20 copies but I do send it to the committee. We are continuing with course review to remain in compliance with our review cycle. Any new courses, degrees, or certificates for this semester are only accepted in extenuating circumstances. Meaning if there is an outside agency dictating that these changes need to be done. Then Curriculog will begin in November, maybe sooner. The goal is to be operational in Spring.

The curriculum committee will play a role with AB 705 compliance. We will reviewing and approving support courses for English and Math as they come to us. We will revise our course outlines to remove or revise prerequisites and references to placement tests as appropriate.

Last, since the Chancellor's Office now gives us the privilege of approving credit courses, we send them up and they give us a control number for them. We have to conduct formal training and submit a certification form to the Chancellors office so that we can continue to do this. Non-credit degree certificates must still be approved by the Chancellor's Office. They are trying to change this because there is really a bottleneck. At our next meeting we will have a formal certification training.

Now the last thing; Compton is now approving their own curriculum. Congratulations to them!

#### **d. VP Educational Policies – D. McClelland McClelland**

We had our first meeting of the semester last Tuesday. We are working on 4055, which is Accommodations for Students with Disabilities. We are hoping that it should come to you at the next senate meeting for the first reading. It is a very important policy because it provides you with an outline of what we need to be doing to accommodate those students. For faculty it is a protective thing, too. As Kristie said, I am going to be serving on the statewide resolutions committee. I will be attending the Area meeting because I am presenting at it. If you have any issues that you want brought up at the Area meeting but you can't attend let me know. We can talk about it and I can bring it up. A. Josephides: Do service animals/emotional support animals fall under this category of students with disabilities? J. Shankweiler: The policy is just academic accommodations. D. McClelland: I think a different policy addresses service animals. KDD: We will get back to you, if you are looking for a reference to a policy or procedure. A. Josephides: I will send you some information. Some of these students are coming through SRC and there has been a lot of dialogue about animals in the library. We will be discussing this at our next division council next week. KDD: Jaynie Ishikawa is another resource. Gary did mention at the Council of Deans how much he has appreciated the fact that going through this procedure really lead people to consult with him more. There has been a lot more collaboration. He is very eager to keep the lines of communication open.

#### **e. VP Faculty Development – Stacey Allen (pgs. 20-22)**

Our minutes are on pages 20-22, they are from our meeting last Tuesday. I try to keep our minutes to two pages. My first announcement is for the Outstanding Adjunct Faculty Award. I sent an email out last Friday encouraging you to nominate an outstanding adjunct faculty member from your division or someone you know across campus. The deadline is October 12<sup>th</sup>. Don't be like our students and wait until the last minute! Please get those nominations in now. Be on the lookout for more reminders to go out. If you do look at our minutes, you will notice that we were very busy.

At the end of our minutes you will notice a table that shows our initiatives for the Fall. We will certainly be doing more than we have listed here. This is to give you a sense of the things we have planned for this semester.

As you know, the Faculty Book Club is meeting right now, sorry about that. Informed and Inspired, we are excited to bring that back for the Fall. This semester we will have one meeting per month, which will be the last Thursday of the month. We designed it to carry over our theme from Fall Professional Development Day. You may recall it was Culturally Responsive Teaching and Learning. We are really excited and we are inviting presenters who had successful breakout sessions. They are going to be the presenters for our Informed & Inspired this semester. Next week, on September 27<sup>th</sup>, Erica Brenes and Griselda Castro will be presenting their break-out sessions if you missed it. There were so many good ones to choose from, so if you missed it, this is your chance. An email went out this morning to encourage you to attend.

The Getting the Job Workshop and the Outstanding Adjunct Faculty Award; I am in full recruitment mode right now. I need panelists and selection committee members. Be on the lookout for an email to join us. If you would like to join us, you can email me. KDD: Thank you, Stacey. I think we counted more than 60 events that the FDC sponsors or co-sponsors throughout the year. You did have a busy meeting!

#### **f. VP Finance – Josh Troesh**

At our last meeting, the minutes weren't worth doing because we had a very short meeting. We had a 5 minute meeting. It was so short, I didn't make it there because I was clearing out students. One of the big things that has changed with regards with the PBC is that Rory has stepping down as the chair of PBC and Brian Fahnstock, our VP of Administrative Services for the college, has taken over as the chair. Other than that, it was a very short meeting.

#### **g. VP Academic Technology – Pete Marcoux (pgs. 23-27)**

The College Technology Committee is going through some changes, we are trying to do things differently. Before, it was a "report out" meeting and pretty boring. They have been bringing in some demonstrations of software that we purchased or we are thinking about purchasing. They talked about something that I brought up in an email about maybe moving the college to a "Bring your own" computing device college. Instead of building and supporting these computer labs, that we encourage students and then eventually require students to bring their own computing device. I presented this as an equity issue. The students who have their own device 24/7 are at an advantage over the students who rely on El Camino's computers because they have unlimited access to them. How is that hurting their careers and things like that? So they started the conversation and it is a big one. It will be a while if anything happens. Maintaining these computer labs and equipment on campus costs \$1.6 million/year. A lot of that was coming out of Fund 15, which is going away.

R. Miyashiro: If you plan to do that, please inform Student Services. In 1994, I worked at an institution that and we built it into the Financial Aid budget. Even for low-income students they were able to purchase a computer. P. Marcoux: We have a computer loan program for faculty and staff, where you can buy a computer, bring the receipt to Accounting and they will reimburse you. You get a no-interest, two-year loan and then they pull it out of your check. When I presented this, I suggested that we do something similar and use their financial aid. A. Ahmadpour: Colleges are getting very sophisticated, there are desk tops or laptops at each desk. P. Marcoux: I know there are colleges and universities that require students to bring their own device, even community colleges. In fact, I saw a school back east where their Auto Tech Program required their students to bring their own. A. Ahmadpour: Why can't this be part of our budget? P. Marcoux: Then we would have to fix it, and then that is expensive.

C. Wells: The other issue is classes that are using OER and the students don't have access to computers. Maybe we need to include that in the discussions. P. Marcoux: Chrome Books are \$200, so we are not talking big money. As long as everything is on the Internet. The issue is that there are programs that require special software. Nursing and Business are some. A. Josephides: In the discussion of bringing their own devices to campus, was there talk about setting aside a little of the budget for tech support for these students for bringing their devices to campus? P. Marcoux: This is the start of the conversation. We are writing our accreditation report right now, and one thing we talked about is that we don't do a great job of providing tech support for students. C. Brewer-Smith: Are you sure that campus-wide we wouldn't have to do any software download? The reason why I am asking is that my son does that but he has to get the download from the school. P. Marcoux: They do that in K-12 to stop them from going to sites that you don't want them on. We are dealing with adults so we don't have to do that. I think Manhattan Beach required the students to bring their own, but you have to give them your own device then they put the special software on it. We will probably have open forums. A. Ahmadpour: Can't we create some classrooms for Chromebooks? P. Marcoux: Math and Humanities have been doing it. It costs \$12,000 to have 36 Chromebooks, a printer and a cart. We spend about \$1,900 per unit per Dell. That has a lot to do with warranty and things like that.

The last thing, the ASO has been asking for generic emails. So for an example, the Philosophy Club looks like, [Philosophyclub@elcamino.edu](mailto:Philosophyclub@elcamino.edu). It looks like they are moving forward with that.

Academic Technology Committee has three meetings set up. We met over the summer and we have some things to focus on. Software purchasing is a big one. We are going to try and bring back the conference in the Spring. We are looking for representatives from not only each division, but from each department would be nice. If you are looking for the school to purchase software, you might want to have a voice in that. Contact me or Dr. Virginia Rapp if you are interested.

#### **h. VP Instructional Effectiveness/ALC/SLO's Update – R. Serr**

There is lots going on. Nuventive is blowing up! This is the best assessment completion rates ever. We are at 84% right now, 425/620.....but it is more than just the numbers. At this point in the semester, that is very good. As we get further into the SLO realm, other things are very encouraging. Assessments have led to a lot of teaching strategies and collaboration with faculty, and justifications for resources. It is also very encouraging for the bottom line which is student learning. Program Review, we are having a meeting every Thursday all semester. By having our orientation a little earlier, it has really helped. We have 12 out of the 16 that were in on time. We won't have any stragglers like we have had in the past. We are rolling, so if you haven't gotten your assessments in, do so. The ALC Committee, we are finishing up the last ILO. And we are planning for the Communication ILO this coming Spring. Four years ago, we had a universal rubric and IR picked some random courses to use that assessment assignment on. We are going to do that type of assessment again, but we are also going to use SLO and PLO data to try and assess our ILO. It is sort of the model that we started with in the beginning, but it hasn't been utilized. We will have disaggregated data with the rubric that is being used universally. That is coming down the pipe. You may see an email and you may see a break out session on Spring Professional Development Day. KDD: Thanks to the members of our Executive Board – you can see they are working hard to represent all of us!

#### **D. SPECIAL COMMITTEE REPORTS**

##### **Dr. Jean Shankweiler - VP of Academic Affairs**

Lots of things going on. We have been working on AB 705 implementation. I have to give a big shout out to Lars. He is working with the Assessment Center to figure out how the data coming in gets converted into a Math and English

placement so that our students can get placed in the appropriate classes. I am learning way more about back-end technology that I ever wanted to. They are doing a great job!

The Integrated Plan, Ross and I have been working with the Team. No we don't have SSSP, BSI, and SEP money anymore. We have the Student Equity and Achievement Program. Basically we have a pool of money, like \$6 million that we get for student equity and achievement. It is our opportunity to look at what we've been doing in all of these areas and what we want our vision and goals to be and how we can best achieve them. We want to refine what we've been doing.

I met with Crystle Martin today, and we talked about what is happening in Distance Education. One of the things that the senate asked for last year is for Professional Development for Distance Education to move over to Distance Education. Crystle has been working on that with Dustin Black, our Interim Distance Education Coordinator for this year. The last course for OTC (Online Training Certification) is October. The new course should be ready by February. It will be an online training certification that combines Canvas and Online. It is a shorter overall process. If you are already familiar with Canvas, it is self-paced, so you can rush through that part of it. There is also a waiver process. Distance Ed is in charge, so Crystle Martin, Director of the Library and Learning Resources, has been working on it. She will write a memo on how people can get their waivers for the Online Training Certification.

The Faculty ID process for identifying what faculty we want to hire for next year is starting. Each division has a representative that is part of the committee. Kristie and I chair that committee. Then we make a list of positions that we prioritize with faculty and dean input. That list goes as a recommendation to Dr. Maloney, who makes the ultimate decision.

Last week the applications for sabbatical leave went out. It might be something that you or your colleagues are interested in. The time to do it is now. Faculty must have taught for 7 years to be eligible.

### **Ross Miyashiro – VP of Student Services**

On September 25<sup>th</sup> we are honoring the faculty who helped with the successful launch of ECC Connect. It is the early alert program that helps your students. If they miss class, don't turn in work, don't have their text, don't turn in homework, then you can submit so we have a response team contact them within 24 hours to intervene with the student. We want to help them pass your class.

The building is not quite finished. We are not open until February 2019. We are going to start moving in December. They are going to move us in 3 stages. That is when we will start all the new programming and student services. The ECC Connect Response Center will be located there and so I have so creatively named it The Student Equity and Achievement Center. We will also have a lot more services. Then we'll start our concierge services, when students walk in to the building, we'll walk up to them.

### **E. UNFINISHED BUSINESS**

#### **Senate Goals: 2017-2018 Progress and 2018-2019 goals: 2<sup>nd</sup> Reading – Executive Board (pgs. 28-31)**

KDD: I need a motion to approve our proposed goals, so we can talk about this. P. Marcoux motioned, A. Ahmadpour seconded. In your packet you have two things; our progress from last year as well as our proposed goals for this year. We talked a bit about this at the last meeting. On this slide you have the three overarching goals. They focus on faculty representation and involvement in decision making, faculty involvement in the activities of the senate, and the senate support of our institutional effectiveness. There are a variety of initiatives that fall under that. On pages 28-30 you see

our progress from last year. We were very busy last year. A copy of this went to all the deans, so they also know that you have been very hard at work as members of the Academic Senate.

A few highlights from our progress report from last year. We streamlined and developed a more user-friendly flex matrix, you'll hear more about that this year. A task force has revised the faculty evaluation forms. Those will start to go through consultation this semester. They started last week at the Council of Deans. It was a huge undertaking codifying our minimum qualifications for hiring as well as our administrative procedure which addresses both the minimum qualifications the faculty services areas and our equivalencies. We mentioned the 60+ events from our faculty development committee. Our "Ask Me" button campaign. Thank you to all of you who supported those initiatives one way or another.

Now shifting onto our goals on page 31. There are a couple of additions based on feedback that we got last time. Our first goal, which is about faculty involvement in the decision making is probably our most important goal. We have some initiatives there, and one that hasn't been mentioned yet is Academic Technology. Pete has filled us in a bit on some of the things that are happening or are going to be happening to re-shape the Academic Technology Committee. We added local and statewide senate representation. This is because we have some openings in liaisons to the state-wide senate and that can be one of our goals, to fill those roles. We are starting to do that already. Legislative Liaison, Guided Pathways, CTE and Non-Credit Liaison. Stay tuned for more information there. If you are interested, please see me.

The second goal is really about strengthening faculty involvement in the activities of the senate. We had a suggestion that we also encourage more faculty to get involved in the e-board: join a task force, a sub-committee or by finding other ways to contribute.

Our third goal is to support the Institutional Effectiveness goal that more students will obtain educational success. We are going to be updating our ECC Constitution to reflect the "conscious uncoupling" of El Camino College and Compton, to use Gwyneth Paltrow's language. We are going to be hearing more about AB 705, Guided Pathways and our enrollment management initiatives. We are continuing to find ways to support enrollment management goals. We want to share resources to support student success. We have a number of those we will start sharing with you at the next meeting.

Any comments or feedback about our goals or revisions? (There was a comment that someone was tired just looking at the goals.) A. Ahmadpour: To implement all these things, do we have a budget? KDD: Yes, we do have a budget. That is a great question. Part of the budget goes to paying our dues to be a part of the statewide senate. That is a big chunk of our budget. A. Ahmadpour: How much? J. Shankweiler: \$6,000. KDD: I don't remember off the top of my head, but another \$5,000-\$6,000 goes to send people to the curriculum institute, to send representatives to fall and spring plenary, to send faculty to the Faculty Leadership Institute. We also supplement that by requesting scholarships from the state-wide senate and we have done really well getting scholarships. Then we have a little for office supplies to get gifts for the tenure reception, the very expensive pens you get at the end of the year. A. Ahmadpour: Can't we do more than that? Not necessarily at the campus level but at the state or federal level? Maybe one of our senate goals is to achieve that? Why can't we lobby the state to reduce from the police or military budget? Why do we have to limit ourselves to what they present to us? Why can't we go beyond that? KDD: Ali, that is something that is a bigger conversation than just a bullet point on a goal. I welcome the e-board's input here. Maybe that is something we need to investigate over the course of the year. A. Ahmadpour: Maybe we can put it on our agenda sometime and talk about it. P. Marcoux: We also have to keep in mind our purpose. Is that part of our 10+1? We need to make sure that fits within the purview. D. McClelland: Maybe that is something for the statewide senate. They actually have legislative personnel who are going to lobby on behalf of these things. A. Ahmadpour: If that is the case, we need to prepare ourselves and train people who can be advocates. KDD: We also have leaders in the room from FACCC. They are



certainly very active in this type of advocacy. It has been a couple of years since we have heard more in depth about FACC. Maybe we need to put that on our agenda. To hear how we can leverage things that are already happening. Thank you, Ali. Are we ready to call for the question? All in favor of approving our progress report and goals for the upcoming year? All approved.

## **F. NEW BUSINESS**

### **AP 4236 Advanced Placement & IB Credit: 1<sup>st</sup> Reading – D. McClelland (pgs. 32-34)**

D. McClelland: This is a new administrative procedure that is legally required. It deals with Advanced Placement and International Baccalaureate Credit. When students come into the college with credit from Advanced Placement (AP) or from International Baccalaureate (IB) that have taken at high school before they get here, this policy deals with how they get credit for the units and how we process it. I am not going to read the whole thing. Basically it outlines the students need to have a minimum of 3 on AP or 4 or 5 on IB depending on the subject matter. That is in the catalog which one they would need. They can get the general education credit. Faculty in the discipline must approve the examinations that constitute satisfactory performance. We have the conditions A through I, that students need to go through in order to get their credit. The exam needs to be published in the catalog and approved, we need to receive their original score report, their records must be verified by the college. It can't duplicate previous coursework, they will not be charged fees. The student can't get credit for AP and IB in the same subject matter. A. Brochet: Can we verify that this is happening? The last I heard they don't have score reports sent anymore. I heard that from one of the staff members, but I don't know if that is happening. R. Miyashiro: Maybe they changed the process. It used to require an official transcript. A. Brochet: But then they stopped doing that. R. Miyashiro: Both the AP and the IB would show up on their official transcript. You could get that because the district isn't going to forge that. J. Shankweiler: How we get those official reports, does that need to be in here? KDD: I think we just make a generic comment, because that could change 16 times and then we have to go back and revise the AP. A. Ahmadpour: Is that the same as our students who want to study in another country and they want to carry some of their units? Do we have to evaluate their units? D. McClelland: This policy doesn't address that, that's 4235. This is specifically for AP and IB, which are programs in America. R. Miyashiro: We can't do up front evaluations like California State Universities or UC's. One of my first jobs was an admissions evaluator. For a campus of 6,000 students we had 18 evaluators. CSU Long Beach, they have about 60 evaluators. Right now we have 4. It would be physically impossible to do up front evaluations. This is a hard process because we don't have the staff to input international evaluations.

T. Moore: You mentioned that faculty within the discipline get to decide on the score. Is there a mechanism already in place for that? D. McClelland: I'm not sure about the exact process. I know it has to be published in the catalog. KDD: We can also touch base with Lori Suekawa, our articulation officer. She could help with this. C. Wells: Does this count for prerequisites? Can the department set the level? KDD: Yes. Thank you everybody. Second reading next meeting. We will get answers to those questions and have some revisions.

### **Campus Safety: Spring 2019 Lockdown Drill/911 – M. Trevis & S. Nilles**

We have 2 topics under Campus Safety. The first is our Spring 2019 Lockdown Drill. The senate asked that faculty be informed in plenty of time so that as they create their schedule for spring, they can make any adjustments needed for the lockdown drill. The Chief is tied up with urgent business and he wasn't able to join us today. He affirmed his trust in the senate's judgement. This past Spring our drill was March 15<sup>th</sup>, week 5. It is a 10 minute drill; one in the morning at 9:40 and another in the evening at 7:10. We talked about this in senate and the college followed our recommendation to try and avoid Club Rush, which is week 3 and first paper assignments which also tend to be week 3. Previously we looked at week 3 or week 5. We chose week 5. We are now revisiting this issue, week 3 or 5? We will do a straw poll so we can advise the Chief. J. Shankweiler: Does this have to come back every year? KDD: Unless people have very new

or different information where we should reconsider, that is our objective: let's decide for Spring and then endorse it to go forward. There is no perfect time for a drill, it will always be disruptive. We want to see how we manage disruption. Any comments or feedback? J. Bryant: What if there is a show or athletic event going on? What is the procedure? J. Shankweiler: Well we know now, so we could adjust the times the events start.

A. Ahmadpour: I have a question that is not directly related to this. What is the possibility of having a social drill? One where teachers and students can come to El Camino and talk about political, social and cultural problems that we face as a nation. Maybe we need 5, 10, or 15 minutes to talk about these things. KDD: I am thinking about what Pete said earlier. How does this fit into our purview as a senate? J. Troesch: I am constantly telling my students that I owe them 2 minutes. I can't give up more time. I have a hard time giving up class time and I try to throw those issues into class discussions when appropriate. There is so much to cover. KDD: That is what the college hour is for. An event planned outside the regular classroom schedule can offer more flexibility. J. Casper: I am in the same boat as Josh. That is what Long Beach did. They built these discussions into their college hour. Someone organized that and picked their topic choice.

KDD: Raise your hands in favor of week 5. OK, week 5 gets it. Thanks for your input. When you get the notes you will see some great resources for your students this semester or next. 6-minute video: Run, Hide, Flight strategies: <https://dps.osu.edu/active-shooter> ECC Campus Police website, instructions how to sign up for Nixle: <https://www.elcamino.edu/about/depts/police/>

Join me in welcoming Susan Nilles, from Student Health. She is going to talk to us about when to call 911. S. Nilles: Good afternoon everyone and thank you for having me. Long story short. Non-emergency -- medical, psychological -- call Student Health Center. Once we go into Medical Emergency, you call 911. All calls route through the ECC Police station. You will always get a PD response if you call 911. Brain, Heart, Lung we don't mess around. If someone passes out or is unconscious, call 911. We don't mess around. The ECC PD will show up, you will have medical personnel like your firefighter, paramedic and they do their song and dance. Once in a while a student refuses and that is where people aren't sure what to do. What the medical personnel do is they ask for that person to sign a form, that is not our responsibility. You can't leave this person on the bench. I do believe we need to notify a responsible adult, typically that is Mom or Dad. Sometimes PD will take over and take them to the Health Center. You can text 911 from your phone and it will call ECC police. This handout is on the AIMS website. (There was a question about notifying a responsible adult. Is this a specific exception to FERPA and HIPPA?) S. Nilles: Utilize the ECC PD. It is a gray area. Are we talking about safety for this student? Yes. Could this student die because we didn't tell someone? Yes. Then that is what I am falling back on each time! If you don't want to involve yourself with the FERPA and HIPPA situation, tell the ECC PD to make sure this person gets home safely. If a student says to call their parent, yes call. Even if you call 911 from your cell phone, it will route through the ECC PD. You can even text 911. All this information is on the Student Health Center website and the AIMS website. Thank you for your time and email me with questions ([snilles@elcamino.edu](mailto:snilles@elcamino.edu)).

## **G. INFORMATION ITEMS –DISCUSSION**

### **Institutional Research: Measuring College Outcomes, Past & Future – C. Pineda (pgs. 35-37)**

This is tabled until next meeting, due to time constraints.

### **Federation Update – Chris Jeffries, President**

I wanted to come in and tell you about some of the activities we are having throughout the semester. One being our contract conversations. We have 3 left through the semester, and I have flyers with me. To talk about what it is you

want to talk about in our next contract negotiations. We are coming up for negotiations next year, and our contract ends December 2019. We are sending out a survey this week. It will be sent to your El Camino email and it will go through your new ECCFT email. Those of you who were members were given the opportunity to have your own email. If you don't have that, email Carolee and she'll make sure you get one. We really want to hear from you and what you want to add or change in the contract. We are going to have webinars for the next four Fridays. Regarding things like faculty evaluations, unpaid leave, FSA's and seniority. You will be able to log in and watch from home. We are going to have division reps; it is awesome some of you are wearing red on Tuesdays. Now you only have to think about what to wear on 3 days of the week. If you don't have your Union t-shirt, please stop by the office and pick it up in Communications 108. If you are interested in being a division rep, there will be training on what you should be doing as a division rep. Starting on Thursday, we are having a book club with our very own Josh Casper. Would you like to tell them a little bit about the book? J. Casper: The book is called *Free Speech on Campus*, the authors are experts in law and free speech rights for students and faculty. C. Jeffries: Those are Thursdays and Tuesdays during the college hour for the rest of the semester. Opposite senate days. We are going to have negotiations training with one of our own CFT Reps, and she does an awesome job with her training. It will be on Saturday, October 13<sup>th</sup>. If you are interested in being on the negotiations team, or find out more about it, you could attend from 9-4. Member-to-Member Outreach is October 15-19. Our membership right now is up to 87% full time (the highest it has ever been). Our part time is up to 60%. We are very encouraged and the Supreme Court's Janus decision hasn't hurt us. We are finding that people know if they don't have to pay anything, they have to pay something to get something that they need. It is not free for all now. So we are really encouraged that people on this campus are joining together as I can see by the red shirts. I hope next week it will be like a culture, you know, Warrior Wednesdays. Remember, two days a week you don't have to worry about what to wear. I doesn't have to be a t-shirt; it can be a lovely red like Kristie or Traci are wearing, thank you! P. Marcoux: Chris, when do negotiations actually start? C. Jeffries: We are starting in the Spring. Instead of waiting until Fall, next Spring. P. Marcoux: Who is our chief negotiator? C. Jeffries: We haven't picked a negotiating team yet. Any questions?

## **H. FUTURE AGENDA ITEMS**

Ed Policies: AP 4055 Academic Accommodations for Students With a Disability, AP 7160 Professional Development  
Institutional Research and Planning: 2020 Strategic Planning, Governance Review Process, Climate Survey Results  
Human Resources: Reviewsnap

## **I. PUBLIC COMMENT**

## **J. ADJOURN**

The meeting adjourned at 1:53 pm

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