



Officers & Executive Committee

Table listing officers and executive committee members: President Christina Gold, VP Compton Educ'l Center Michael Odanaka, Curriculum Chair Jenny Simon, VP Educational Policies Merriel Winfree, Co-VPs Faculty Development Claudia Striepe & Moon Ichinaga, VP Finance & Special Projects Lance Widman, VP Academic Technology Pete Marcoux, Secretary Chris Jeffries, VP Instructional Effectiveness Vacant.

Main table listing members by division: Adjunct (Nicholas Sean Bonness, Kathryn Hall), Behavior & Social Sciences (Randy Firestone, Christina Gold, Michelle Moen, Lance Widman*, Michael Wynne), Business (Phillip Lau, Jay Siddiqui*, Gabriella Fernandez), Compton Educational Center (Darwin Smith, Chris Halligan, Tom Norton, Saul Panski, Estina Pratt), Counseling (Griselda Castro, Sabra Sabio*, Dexter Vaughn), Fine Arts (Ali Ahmadpour, Randall Bloomberg, Mark Crossman, Patrick Schulz, Chris Wells*), Health Sci & Athletics/Nursing (Tom Hazell*, vacant, Mina Colunga), Humanities (Brent Isaacs, Peter Marcoux*, Kate McLaughlin, Briita Halonen, Jenny Simon), Industry & Technology (Patty Gebert, Harold Hofmann, Lee Macpherson, Douglas Marston*, Merriel Winfree), Learning Resource Unit (Moon Ichinaga, Claudia Striepe*), Mathematical Sciences (Michael Bateman, Hamza Hamza, Arkadiy Sheynshteyn, Alice Martinez, Eduardo Barajas), Natural Sciences (vacant, Miguel Jimenez, Pete Doucette, Sara Di Fiori), Academic Affairs & SCA (Francisco Arce, Karen Lam, Jeanie Nishime, Claudia Lee), Associated Students Org. (Rebekka Asher, Brooke Matson), President/Superintendent (Thomas Fallo), The Union (Editor), Division Personnel (Jean Shankweiler, Don Goldberg, Tom Lew, Ken Key), Ex-officio positions (ECCFT President Elizabeth Shadish, Nina Velasquez, Curriculum Chair Jenny Simon, CEC VP Elect Michael Odanaka, Institutional Research Irene Graff, Carolyn Pineda).

Dates after names indicate the last academic year of the senator's three year term, for example 11/12 = 2011-2012.

*denotes senator from the division who has served on Senate the longest (i.e. the "senior senator")



SENATE'S PURPOSE (from the Senate Constitution)

- A. To provide an organization through which the faculty will have the means for full participation in the formulation of policy on academic and professional matters relating to the college including those in Title 5, Subchapter 2, Sections 53200-53206. *California Code of Regulations*. Specifically, as provided for in Board Policy 2510, and listed below, the "Board of Trustees will normally accept the recommendations of the Academic Senate on academic and professional matters of:
 - 1. Curriculum, including establishing prerequisites and placing courses within disciplines
 - 2. Degree and certificate requirements
 - 3. Grading policies
 - 4. Educational program development
 - 5. Standards and policies regarding student preparation and success
 - 6. District and college governance structures, as related to faculty roles
 - 7. Faculty roles and involvement in accreditation process, including self-study and annual reports
 - 8. Policies for faculty professional development activities
 - 9. Processes for program review
 - 10. Processes for institutional planning and budget development, and
 - 11. Other academic and professional matters as mutually agreed upon between the Board of Trustees and the Academic Senate."

- B. To facilitate communication among faculty, administration, employee organizations, bargaining agents and the El Camino College Board of Trustees.

ECC ACADEMIC SENATE MEETING DATES AND LOCATIONS (1st and 3rd Tuesdays)

FALL 2012

September 6	Alondra Room (Canceled)
September 18	Alondra Room
October 2	Alondra Room
October 16	Alondra Room
November 6	Alondra Room
November 20	Alondra Room
December 4	Alondra Room

SPRING 2013

February 19	Alondra Room
March 5	Alondra Room
March 19	Alondra Room
April 2	Alondra Room
April 16	Alondra Room
May 7	Compton Educational Center
May 21	Alondra Room
June 4	Alondra Room

CEC ACADEMIC SENATE MEETING DATES AND LOCATIONS (Thursday after ECC Senate, usually)

FALL 2012

September 6	Board Room
September 20	Board Room
October 4	Board Room
October 18	Board Room
November 1	Board Room
November 15	Board Room
December 6	Board Room

SPRING 2013

Feb. 21	Board Room
March 7	Board Room
March 21	Board Room
April 4	Board Room
April 18	Board Room
May 2	Board Room
May 16	Board Room
May 30	Board Room



AGENDA & TABLE OF CONTENTS

		Pages
A. CALL TO ORDER (12:45)		
B. APPROVAL OF MINUTES		
C. OFFICER REPORTS	A. President – Christina Gold B. VP – Compton Education Center – Michael Odanaka C. Chair – Curriculum – Jenny Simon D. VP – Educational Policies – Merriel Winfree E. Co-VPs – Faculty Development –Moon Ichinaga and Claudia Striepe F. VP – Finance – Lance Widman G. VP – Academic Technology – Pete Marcoux H. VP – Instructional Effectiveness – Vacant	
D. SPECIAL COMMITTEE REPORTS		
E. UNFINISHED BUSINESS	A. CSULB Resolution – Chris Wells	
F. NEW BUSINESS		
G. INFORMATION ITEMS – DISCUSSION		
H. FUTURE AGENDA ITEMS		
I. PUBLIC COMMENT		
J. ADJOURN		



Committees

<u>SENATE COMMITTEES</u>	<u>Chair / President</u>	<u>Day</u>	<u>Time</u>	<u>Location</u>
Academic Technology Comm.	Pete Marcoux, Virginia Rapp	Sept. 25, Oct. 23, Nov. 13	12:45-2:15	
Assessment of Learning Comm.	Kaysa Laureano-Ribas, Chris Mello	2 nd & 4 th Mon.	2:30-4:00	Library 202
Academic Program Review Comm.	Christina Gold			
Compton Academic Senate	Saul Panski	1 st & 3 rd Thurs	1:00-2:00	CEC Board Room
Compton Faculty Council	Saul Panski	1 st & 3 rd Thurs	1:00-2:00	CEC Board Room
Curriculum Committee	Jenny Simon	2 nd & 4 th Tues	2:30-4:30	Admin 131
Educational Policies Comm.	Merriel Winfree	2 nd & 4 th Tues	12:30-2:00	SSC 106
Faculty Development Comm.	Moon Ichinaga, Claudia Striepe	2 nd & 4 th Tues	1:00-2:00	West. Library Basement

<u>CAMPUS COMMITTEES</u>	<u>Chair</u>	<u>Senate / Faculty Representative/s</u>	<u>Day</u>	<u>Time</u>	<u>Location</u>
Accreditation	Jean Shankweiler	Matt Cheung			
Basic Skills Advisory Group	Elise Geraghty, Arturo Martinez	Jason Suarez			
Board of Trustees	Bill Beverly	Christina Gold	3 rd Mon.	4:00	Board Room
Calendar Committee	Jeanie Nishime	Chris Jeffries Vacant			
Campus Technology Comm.	John Wagstaff	Pete Marcoux			
College Council	Tom Fallo	Christina Gold Estina Pratt	Mondays	1-2:00	Admin 127
Dean's Council	Francisco Arce	Christina Gold	Thursdays	8:30-10:00	Library 202
Distance Education Advisory Committee	Alice Grigsby				
Enrollment Management Comm.	Arvid Spor	Christina Gold Chris Wells Sara Blake Cynthia Mosqueda Juli Soden	2 nd Thurs	2-3:30	Library 202
Facilities Steering Comm.	Tom Fallo	Christina Gold			
Insurance Benefits Comm.			4 th Tues	1-2:30	
Planning & Budgeting Comm.	Arvid Spor	Lance Widman Emily Rader (alt)	1 st & 3 rd Thurs.	1-2:30	Library 202

All of these Senate and campus committee meetings are open, public meetings. Please feel free to attend any meetings that address issues of interest or concern to you.

ACADEMIC SENATE ATTENDANCE

18TH September 2012

Name: Initials

Adjunct (1year)
Bonness, Nicholas Sean
Hall, Kathryn

Name: Initials

Behavioral & Social Sciences

Firestone, Randy
Gold, Christina X
Moen, Michelle EXC
Widman, Lance X
Wynne, Michael X

Business

Philip, S. Lau X
Siddiqui, Jay X
VACANT

Counseling

Castro, Griselda X
Jeffries, Chris X
Vaughn, Dexter X

Fine Arts

Ahmadphour, Ali X
Bloomberg, Randall
Crossman, Mark
Schultz, Patrick
Wells, Chris X

Health Sciences & Athletics

Baily, Kim X
Colunga, Mina EXC
Hazell, Tom
VACANT

Humanities

Halonon, Briita
Isaacs, Brent X
Marcoux, Pete X
McLaughlin, Kate X
Simon, Jenny X

Industry & Technology

Gebert, Pat X
Hoffmann, Ed X
MacPherson, Lee X
Marston, Doug
Winfree, Merriel EXC

Learning Resources Unit

Ichinaga, Moon X
Striepe, Claudia X

Mathematical Sciences

Barajas, Eduardo X
Bateman, Michael X
Hamza, Hamza X
Martinez, Alice X
Sheynshteyn, Arkadiy X

Natural Sciences

Doucette, Pete X
DiFiori, Sara X
Jimenez, Miguel X
Palos, Teresa(no longer on Senate)EXC

Academic Affairs & SCA

Arce, Francisco
Nishime, Jeanie X
Lam, Karen

Assoc. Students Org.

Matson, Brooke
Montague-Jackson, Simone X

Compton Education Center

Halligan, Chris
Norton, Tom
Panski, Saul
Pratt, Estina
Smith, Darwin

Ex-officio Positions

Shadish, Elizabeth (ECCFT)
Velasquez, Nina (ECCFT)
Odanaka, Michael (CEC-VP) X
Simon, Jenny (CCC Chair) X

Deans' Reps.; Guests/Other Officers:

Fitzsimons, Connie X
Graff, Irene X
Lipe, Mark X
Pineda, Carolyn X

ACADEMIC SENATE ATTENDANCE

18TH September 2012

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

The first meeting (September 4th meeting was cancelled) of the Academic Senate was called to order by Academic Senate President Gold at 12:40pm on Tuesday, September 18, 2012. The meeting was held in the Alondra Room.

Approval of Minutes

[See pp.5-10 of packet] for minutes of the May 29th meeting. Being it had been last semester since our previous meeting; no one saw any glaring mistakes or omissions in the minutes. President Gold explained that in the past we never really took an actual vote for approval of the minutes, but instead looked at the minutes as informational and gave blanket approval as amended if needed. Everyone agreed that this format could be continued, so C. Gold offered a motion and it was seconded to approve minutes in the abbreviated form. The motion was approved unanimously. The minutes from the previous meeting were approved without any amendments.

Academic Senate President's report – Christina Gold (henceforth CG)

[See pp.6-25; 50-51]

CG started by introducing the Executive Board of the Senate and welcomed back C. Jeffries as Secretary who is replacing C. Striepe who is now co-chair of Faculty Development. All other officers stayed the same with the exception of Michael Odanaka moving into the position of VP of the Compton Educational Center. There is also a vacancy for the VP of Instructional Effectiveness with the departure of Kelly Holt and for now will be reported on by CG.

CG reported that there is definitely cheating going on around campus as evident by the recent emails regarding Turnitin.com. CG also showed a picture of an actual posted note that was found across campus advertising the selling of exams and even gave a phone number that could be texted for more information. It was suggested that someone call that number!

CG referred us to page 4 of the packet which listed the various Senate and campus committee meetings throughout the semester. Any changes should be submitted to CG.

The Senate needs members for four committees:

- 1) Sustainability committee – an active committee
- 2) Representative to the Associated Students Organization
- 3) Educational Policies
- 4) Academic Program Review

Handout sheets were passed around for senators to submit their names.

There are also two committees from last year that need to be reconvened and those are the Student Success Task Force headed by Dr. Nishime and the Evaluation Committee chaired by CG. More information to follow.

CG presented a copy of the budget for perusal.

CG reminded the Senators of the Diversity Conference being held on our campus on 9/28. The conference is free and is being sponsored by FAAC. C. Wells said he has attended in the past and it is terrific.

Pg. 24 of the packet refers to The Chancellor's Office press release regarding passage of Student Success Act of 2012. The act is now being legislated.

Pgs. 17-19 are a list of the Chancellor's Office legislative updates. C. Wells talked about AB 852 (Fong) that addresses rehire rights for part-time faculty. He suggested this bill would change the way we function in regards to hiring part-timers.

Pgs. 20-23 explain the differences between Propositions 30 and 38. We as a Senate cannot support either proposition as for or against since it is a political item. CG did note that the Chancellor's Office, the Community College League of California (CCLC) and the State-wide Academic Senate have all come out in favor of Proposition 30.

Pgs. 50-51 contain the press release from the Chancellor's Office on the budget cuts in California and how it has resulted in an historic enrollment decline at California Community Colleges. The document states that "over the past three years we've lost more students than are enrolled at all California State University campuses combined." Irene Graff confirmed that statement was true.

Pgs 12-15 contain information regarding the Collegial Consultation process here at ECC. CG went over the history of the recent efforts to develop collegial consultation on our campus. On April 3, 2012, the Academic Senate passed a resolution of No Confidence in the Implementation of the Collegial Consultation Process at the Torrance campus. On that same day, the ASCCC/CCLC conducted a presentation on the process. This presentation was discussed by College Council from May thru July in a number of two hour meetings. CG felt the conversation was open and refreshing and everyone had a chance to air their problems. From these discussions, a task force was created that produced the draft document "Making Decisions at El Camino College." CG said the E-board has had a chance to discuss this draft and the main worries were whether or not the words will translate into actions. L. Widman asked if there was any closure on the discussions with prescribed actions and CG said there is only the document at this time. She will present it to Senate when it is all finished. P. Marcoux brought up the fact that we do have BP 2510 which is suppose to address the collegial consultation process, but it has not been revised in quite some time even though the accrediting agency wants to see it updated. In fact, it is a sticking point for accreditation. CG said there are no plans to revise that policy at this time, but it is being used as a reference document. The finished "Making Decisions at El Camino College" will be used for accreditation. PM said the new document should match BP 2510. M. Ichinaga asked if this new document was going to be approved by the Board of Trustees. Dr. Nishime stated that since it is a College Council item, it will most likely be presented to the Board, but not voted on. C. Striepe wondered if this process went as far deep as the department level and was told no by CG. CG noted that it would more guide collegial consultation committees like the Calendar Committee and the PBC. A. Martinez asked if this would affect the Insurance Benefits Committee, but since that is not a collegial consultation committee, the answer is no. J. Nishime stated that College Council is only looking at the formal collegial consultation process as defined in BP 2510. Our draft document was modeled after similar documents by Moorpark and Orange Coast colleges. A. Martinez asked if those schools had any results from producing their documents, but no one knew that answer.

CG announced that the accreditation follow-up report is due on October 15th and that we will be having a site visit on November 13th. It is a small visit of only 3-4 individuals. CG stated that in her review of the follow-up report she felt there were lots of things for faculty to brag about such as SLO's and Program Review, but the only sticky points were the input into the planning process. She asked that anybody who has feedback please send it to her via email. L. Widman asked if there would be any open meetings with a panel of the site visitors and J. Nishime said she didn't think so since most of the time would be spent at Compton. The chair is the new president of Lake Tahoe Community College. LW asked if any individual can send an

independent report to the Accreditation Committee and JN responded that the Commission usually does not accept those. This particular visit is only looking at the five recommendations from the previous accreditation report and the next comprehensive visit would not happen until Fall 2014. The student representative, S.Montague-Jackson asked what is a site visit. JN explained that they will be looking at whether or not there has been any progress in the five recommendations made by the Commission. These include:

- 1) Linking program review and planning with budget allocations
- 2) SLO progress
- 3) The quality and consistency of Distance Education classes
- 4) The integration of SLO assessment into the faculty evaluation process
- 5) The fiscal management plan especially at the Compton Center

VP - Compton Educational Plan report – Michael Odanaka (MW)

There was ethics training for the faculty on the second day of flex day at the beginning of the semester. Topics included cheating, record keeping, grading and “pay or play for grades.” It is the responsibility of the faculty member to report a colleague if they see them doing something unethical which of course is a touchy subject. They are currently working on rewriting the Faculty Code of Conduct. There will also be the implementation of a “We Tip Hotline” which is an anonymous hotline to be used if any unethical behavior is observed. J. Nishime stated that this is a requirement by the Accreditation Commission. Budget is also a crucial part of accreditation and the CEC has adopted a 2012/2013 budget and closed out the old budget for the first time in years. MO noted that some classes have been cut and this has raised a concern regarding the collegial consultation process since there is no current program discontinuance policy in place and the CEC faculty wants to have input on these cuts. A discussion of cuts at LBCC ensued and C. Wells pointed out that our Program Discontinuance Policy needs to be looked at again. CG explained that the policy was approved by the Senate two years ago, but it was too lengthy and it was cut down considerably by the deans and now Dean Lew and Dean Miranda are currently working on it to incorporate both the Senate’s policy and the dean’s policy. Discussion followed regarding what is happening on other campuses and how much input will faculty have in the process. CG said a Task Force will be initiated and asked for volunteers to contact her.

Curriculum Committee Report – Jenny Simon and Mark Lipe (JS and ML)

Pgs. 26-32. JS noted that course review is on target for the 6-year cycle and approximately 200 courses would be reviewed each year. ML who is chair-elect to the College Curriculum Committee explained the repeatability issue outlined on pgs. 26-29. This change affects activity courses and goes into effect for Fall 2013. Students will no longer be able to repeat courses a number of times as is now allowed in our abcd courses. These four exceptions are allowed:

- 1) Mandatory for transfer
- 2) Intercollegiate athletic courses
- 3) Fitness courses specific for athletes
- 4) Intercollegiate academic competition like journalism or debate

Departments can develop a “family” of courses that are similar in nature like beginning swimming, intermediate swimming and advanced swimming. C. Fitzsimons stated that this will definitely pose a problem in the Fine Arts division. Especially in the area of art and music, many need to be afforded the repeating of certain courses. She will be working with JS and ML on

solutions to this problem. ML explained the difference between repeatability and repetition and further discussion ensued.

JS went on to explain the El Camino Transfer Model Curriculum (TMC) to the group. Twenty-one degrees have been approved by the state and currently El Camino has four approved (Sociology, Communication Studies, Psychology, and Geology), has two pending (Administration of Justice and Physics), has two approved with revisions in Curriculum (Kinesiology and Math), nine are planned for Fall 12 and four for Spring 13. JS stated that these will be a priority in Curriculum.

VP - Educational Policies Committee – Merriel Winfree (MW)

No report.

CO-VPs – Faculty Development – Moon Ichinaga and Claudia Striepe(MI and CS)

No report.

VP - Finance – Lance Widman (LW)

No verbal report was given, but LW did want the Senate to pay particular attention to the 8/23 PBC minutes beginning on page 35. This was a particularly important meeting because this is when President Fallo met with the PBC to discuss the underlying assumptions and policy issues contained in the 2012-13 Fiscal Budget prior to it being submitted to the Board for action in September. Pgs. 35-36 is the 2012-13 Final Budget presentation. Pgs. 36-37 and also pgs. 39-49 contain information about the upcoming Bond or Measure E. Pgs. 37-38 is an overview of the 2012-13 Final Budget by President Fallo.

VP – Academic Technology – Pete Marcoux (PM)

No report.

VP Instructional Effectiveness – Vacant (Christina Gold reporting)

No report.

Enrollment Priorities – Jeanie Nishime (JN)

The new enrollment priorities were passed by the Board of Governors and goes into effect Fall 2014. The first priority goes to activity military duty, foster youths, and DSPS and EOPS students. After those are new students who have completed assessment, orientation, have educational plans (counseling) and for continuing students those who are in good standing. After that is any local priorities decided by the District. Students can lose priority if they have accumulated over 100 units or have been on probation for two or more semesters. JN stated that we will need to clear up our MIS reporting to determine some of these priorities and there is a question as to whether or not this priority is only for one semester or multiple semesters. JN also noted that we may need to shift our enrollment timing and maybe separate our summer and fall registration periods. There are also questions on how to handle transfers and those bringing in AP exams.

Associated Students Organization – Simone Montague-Jackson

ASO has begun a campaign jump off for Bond Measure E (pgs. 39-49) which is being supported by the students. There are plans for a Halloween Maze mixer which will coincide with the Homecoming festivities.

Future Agenda Items

CSULB Resolution – Chris Wells

Public Comment

L. Widman – Tuesday, October 23, 2012, the League of Women’s Voters will be on campus to talk about Propositions 30 and 32.

Discussion ensued as to whether or not there can be organized efforts to support Measure E which was asked by M. Ichinaga. Any time spent on this issue must be on break time or off duty times. The Bond is being endorsed and encouraged by the Administration. No further discussion was allowed as time ran out.

Adjourn

The meeting adjourned at 2:02pm

CJ/ECCFall2012

EL CAMINO COLLEGE

Office of the President

Minutes of the College Council Meeting September 17, 2012

Present: Francisco Arce, Linda Beam, Mike Desanto, Thomas Fallo, Ann Garten, Chris Gold, Irene Graff, Brooke Matson, David Mc Patchell, Jeanie Nishime, Susan Pickens, Estina Pratt, Luukia Smith, and Mike Trevis.

1. “Making Decisions at El Camino College” draft will be available on Wednesday, September 19, 2012.
2. Policies & Procedures
 - a. BP 5400-Associated Students Organization. Recommended changes will be incorporated and brought back for review.
 - b. BP 5401-On Campus Student Organizations. Recommended changes will be incorporated and brought back for review. Clarification will be given on the number of advisors required.
 - c. BP 5420 – Associated Students Finance. Recommended changes will be incorporated and brought back for review. Clarification will be given on the number of advisors required. It is also not clear if classified staff can be advisors.
 - d. Policies and Procedures – Accreditation listing. It was determined these will be reviewed by the person assigned who will also give a report to College Council in 30 days (October 22, 2012).
3. Team Reports – College Council members will discuss what should be included in team reports and whether they should be written or oral.
4. Accreditation – Our follow-up visit is November 13, 2012. The team chair is Dr. Kendred Murillo, Superintendent/President of Lake Tahoe Community College.

Agenda for the September 24, 2012 Meeting:

1. Minutes of September 17, 2012
 1. “Making Decisions at El Camino College” Draft
 2. College Council 2011-2012 Evaluation Results Review
 3. 2012-2013 College Council Goals
 4. Facilities/Construction Management MOU – Compton Center (October 1st)
 5. Policies and Procedures (Accreditation) (October 22nd)
- 2011-2012 College Council Goals
1. Practice consistent and timely internal college communications through the use of two-way discussion within College Council and between Council members and their constituents where appropriate.
 2. Evaluate new policies, procedures, and processes in terms of promoting student success.
 3. Consider environmental impacts during policy, procedure, and process discussions in support of movement toward a more sustainable campus.
 4. Complete a minimum of ten policies and accompanying procedures.

College Council Goal/Survey timeline:

1. Quarterly Goal Review: December 2011, March 2012, June 2012, September 2012
2. 2011-2012 College Council Survey: September 2012
3. Develop 2012-13 College Council Goals: October 2012

Policies Pending:

1. BP 4255- Course Repetition – Distributed at CC on 4/23/12 & 4/30/12 – not ready for Board.
2. BP 3570 – Restricted Smoking Areas – Jo Ann Higdon revising.
3. AP 4105 – Distance Education – Distributed at CC on 8/20/12 (no changes recommended)
4. BP 5400 – Associated Students Organization – Distributed at CC on 9/17/12 – ASO making recommended changes.
5. BP 5401 – On Campus Student Organizations – Distributed at CC on 9/17/12 – ASO making recommended changes.
6. BP 5420 – Associated Students Finance – Distributed at CC on 9/17/12 – ASO making recommended changes.

EL CAMINO COLLEGE

Office of the President

Minutes of the College Council Meeting September 24, 2012

Present: Francisco Arce, Thomas Fallo, Chris Gold, Irene Graff, Brooke Matson, David Mc Patchell, Jeanie Nishime, Susan Pickens, Estina Pratt, and Luukia Smith.

1. "Making Decisions at El Camino College" draft was reviewed.
 - a. Document will be paginated and dated for further discussion next week.
 - b. CC will determine which committees are Collegial Consultation Committees.
 - c. CC will determine what the role of CC is in the consultation process.
 - d. Report of committees listed on the portal will be reviewed next week.
2. College Council Evaluation 2011-12 and College Council Evaluation Trends 2009-2012 were reviewed.
 - a. It was noted that CC made significant progress on Goal 1 (Practice consistent and timely internal college communications through the use of two-way discussions within CC and between Council members and their constituent groups) with the Collegial Consultation presentation, follow-up discussions, and development of the "Making Decisions at El Camino College" document.
 - b. Responsibility outlined in AP 2510: Primarily focuses on students. It was noted that sometimes we do focus on students but last year was not about the students. We should be reminded that everything we do should benefit students.
3. College Council Proposed Goals 2012-13
 - a. Define Collegial Consultation Committees.
 - b. Promote student learning.
 - c. Consistent progress of implementation of "Making Decisions at El Camino College."
 - d. Strategic Initiative C: Foster a positive learning environment and sense of community and cooperation through an effective process of collaboration and collegial consultation.
 - e. Strategic Initiative E: Improve processes, programs, and services through the effective use of assessment, program review, planning, and resource allocation.
 - f. Complete policies and procedures relating to Accreditation.
 - g. Develop a review cycle for policies and procedures.

Agenda for the October 1, 2012 Meeting:

1. Minutes of September 24, 2012
 1. "Making Decisions at El Camino College" Draft
 2. College Council 2011-2012 Evaluation Results Review
 3. 2012-2013 College Council Goals
 4. Facilities/Construction Management MOU – Compton Center
 5. Policies and Procedures (Accreditation) (October 22nd)
- 2011-2012 College Council Goals

1. Practice consistent and timely internal college communications through the use of two-way discussion within College Council and between Council members and their constituents where appropriate.
2. Evaluate new policies, procedures, and processes in terms of promoting student success.
3. Consider environmental impacts during policy, procedure, and process discussions in support of movement toward a more sustainable campus.
4. Complete a minimum of ten policies and accompanying procedures.

Policies Pending:

1. BP 4255- Course Repetition – Distributed at CC on 4/23/12 & 4/30/12 – not ready for Board.
2. BP 3570 – Restricted Smoking Areas – Jo Ann Higdon revising.
3. AP 4105 – Distance Education – Distributed at CC on 8/20/12 (no changes recommended)
4. BP 5400 – Associated Students Organization – Distributed at CC on 9/17/12 – ASO making recommended changes.
5. BP 5401 – On Campus Student Organizations – Distributed at CC on 9/17/12 – ASO making recommended changes.
6. BP 5420 – Associated Students Finance – Distributed at CC on 9/17/12 – ASO making recommended changes.

**El Camino College
College Council Evaluation Trends
2009-10 to 2011-12**

A. The following responsibilities are outlined in Procedure 2510.

Responsibilities	Average Rating (5 maximum)			Trend
	n=10	n=9	n=12	
	2009-10	2010-11	2011-12	
1. Review recommendations from CC committees.	4.00	4.00	3.92	
2. Serves as primary source of issue/policy discussion.	4.30	4.33	4.25	
3. Provide feedback to Superintendent/President.	4.00	4.44	4.25	
4. Focus on broad issues, not day-to-day administration.	4.40	4.00	3.92	
5. Operates on consensus-building basis or advisory vote.	4.70	3.67	4.00	
6. Supports and abides by areas governed by CBAs.	4.10	4.00	4.08	
7. Supports and abides by areas legally delegated to AS.	4.50	4.00	3.75	
8. Ensure recommendations are consistent with mission.	4.10	3.78	3.83	
9. Primarily focuses on students.	3.50	3.00	3.58	

Scale: Very Well=5 to Not addressed at all=1

B. Annual Goals – Did we accomplish the following goals:

Annual Goals	Average Rating (4 maximum)		
	n=10	n=9	n=12
	2009-10	2010-11	2011-12
Continue to improve internal college communications.	2.50	2.44	2.75
Complete 10 + 1 policies and accompanying procedures.	2.80	2.78	2.33
Increase the amount of recognition for a job well done.	2.30	2.14	
Incorporate evidence-based decision making.	2.90	3.33	
Continue to build a sense of community.	2.50	2.44	
Evaluate new pol, proc, and processes in terms of promoting student success.			3.08
Consider environmental impacts during policy, procedure, and process discussions.			2.67

Scale: Completed=4 to Not started=1



EL CAMINO COLLEGE

Office of the Vice President-Academic Affairs

September 25, 2012

FACULTY HIRING TIMELINE

NO.	ITEM	2012 DUE DATE	PREP. TIME
1.	Deans/faculty work on position requests.	10/1 – 10/12	2 weeks
2.	Deans forward an electronic copy of position requests to L. Alford by 4:00 p.m. for data verification.	10/12 (Friday)	
3.	Deans forward 30 copies of position requests and supporting documentation to the Office of the VP/AA by 4:00 p.m.	10/26 (Friday)	2 weeks
4.	Copies of division requests and ground rules available for pick up in the Office of the VP/AA at 8:00 a.m.	10/30 (Tuesday)	1 day
5.	Faculty Position Identification Committee (deans and faculty representatives) meet to review division requests, listen to brief presentations, ask questions, distribute ballots.	11/6 (Tuesday) 2:00-4:30 p.m., Alondra Room	1 week
6.	Deans and faculty representatives forward their ballots to the Office of the VP/AA.	11/16 (Friday)	1.5 weeks
7.	Final meeting to review priority list.	11/20 (Tuesday) 2:00-2:30 p.m., Alondra Room	
8.	F. Arce, on behalf of President Fallo, announces the positions that have been approved for recruitment in Spring 2013.	Week of 12/3	1 week

Minutes of Educational Policies Meeting September 25, 2012

Present: Merriel Winfree, Jean Shankweiler, Holly Schumacher, Stefan Ecklund

I. Discussion/Actions

A. Reviewed AP 4025 Philosophy for Associate Degree & General Education

- Jean Shankweiler (JS) explained document and policy history to Stefan Ecklund (SE) for the first fifteen minutes of the meeting. (new student member from ASO)
- Merriel Winfree (MW), Jean Shankweiler (JS), Holly Sschumacher (HS) approved document and moved document to Academic Senate and Dr. Arce for Senate and dean review. Chris Gold (CG) reviewed document and made some small grammatical corrections to the document and suggested that Tom, Don and Jenny takes a look at the document before presenting it to Academic Senate.
- Stefan Ecklund (SE) will present document to the ASO for review.
- Merriel Winfree (MW) will update master status report and send an electronic copy to Cindy Constantino.

B. Reviewed BP 4025 Philosophy for Associate Degree & General Education

- Jean Shankweiler (JS) included language approved by College Council for Consultation
- Corrected Dean's revisions- not 9/17/20 but 9/17/12.
- Explained changes agreed to by Jenny Simon and College Curriculum Committee.
- Moved on to Academic Senate? Deans and ASO.

C. Reviewed Master Plan Schedule of BP/AP to see what should be coming to Ed. Policies.

II. The meeting adjourned at 1:50 p.m.

III. Meeting Schedule:

The next Educational Policies meeting will be on October 9, 2012 from 1:00-2:00 in SSC, room 106, or Industry & Technology Conference Room. (tentative)

Faculty Development Committee Meeting

Minutes

Tuesday, September 25, 2012

Committee Members

Fazal Aasi (FA)	Compton Center	Donna Manno (DM)	Staff Dev.
Florence Baker (FB)	BSS	Margaret Steinberg (MS)	Natural Sci.
Rose Cerofeci (RC)	Humanities	Claudia Striepe (CS)	Learning
Res.**			
Kristie Daniel-DiGregorio (KD)	BSS	Evelyn Uyemura (EU)	Humanities
Ross Durand (RD)	Ind/Tech	Sue Ellen Warren (SW)	Ind/Tech
Ashley Jennifer Gallagher (AG)	Humanities	Rachel Williams (RW)	Humanities
Briita Halonen (BH)	Humanities		
Moon Ichinaga (MI)	Learning Res.**		

**Committee Co-Chairs

Absent from 9/25/12 meeting: RC, EU.

Mission Statement: The El Camino College Faculty Development Committee provides opportunities and support to promote instructional excellence and innovation through faculty collaboration.

Fall 2012 Meetings (1-2 p.m. in West Library Basement)

Sept. 11, Sept. 25, Oct. 9, Oct. 23, Nov. 13, Nov. 27

AGENDA

- I) Introduction of New Member : Ashley J Gallagher welcomed and introduced as the new FDC member from the Humanities Division.
- II) Status Report on Faculty Book Club: SW reported that the Chairs had thrown out a “teaser” on the Book and had received a fairly good response. DM reported 5 sign-ups so far and recommended the Chairs send out a reminder. The book club will have its first of three meetings on October 12th and DM has ordered 20 books free to the first faculty to sign-up. Unclaimed books will be used as gifts at ECC events.
- III) Further Discussion/Decision on New Initiative: “Reading Apprenticeship for Community College Instructors” Program or FDC Newsletter: After discussion the FDC decided to go with new initiative Reading Apprenticeship. MI will follow up with Monika (Nika) Hogan (RA Coordinator from Pasadena City College. The consensus was to organize a one- day introductory workshop (most likely Nov 2nd), followed by a second workshop focusing on faculty implementation of RA strategies from the first workshop. Other options include (if enough interest is shown) are division specific workshops, or sign-ups for a 30 hour/6 week online

course. The cost for the online class is \$475 for credit/\$260 non- credit – but scholarships are available. The FDC will advertise the Program so as to get the 25 person minimum for Ms. Hogan to conduct the one-day workshop. Both BH and AG, who have been through the Program, emphasized its cross-discipline applications, and DM noted that it ties into Basic Skills and Graduation Initiatives. DM will arrange for the Program to be set up in Flex Reporter.

- IV) Status Report on Outstanding Adjunct Faculty Award Planning: Some amendments have been done to the nomination and application packets to streamline the process. A flyer advertising the Award is ready and should be distributed soon as the deadline for nominations is October 12th. The one-page nomination packets will go to MI, and then to Staff Development who will notify the nominees and distribute the application packets, which will be due November 2nd. The Award Selection Committee will be comprised of one Dean, the FDC co-chairs, the ASO President, two Academic Senate representatives, and the past Award winner. SW noted the Award is good for adjunct morale; and it was noted that Mr. Vakil is doing something similar at Compton.
- V) Initial Planning for Spring 2013 Flex Day: DM should have word on possible Ethics training on the next Flex Day by the next FDC meeting.
- VI) Upcoming Professional Development Opportunities
- A. FACC and ECC Graduation Initiative's Diversity Conference at ECC on Friday, Sept. 28, 8 a.m. – 3:30 p.m. Free of Charge to ECC and Compton Center Faculty.
- B. California Association for Developmental Education (CAVE) Annual Fall Conference on October 26, College of the Sequoias, Visalia.

Other Opportunities noted:

- Attendance at the next On-Course workshop in Costa Mesa is encouraged.
- The PUENTE Program is still looking for mentors. This will also earn 8 hours of flex time. Mentors are especially needed in the areas of math, science, and engineering. There are 3 set events involving a Thursday evening, and a commitment to meet once a month with the student.
- A free conference is to be held at Saddleback College on November 2nd for faculty currently teaching, or wishing to teach, Honors classes.

Draft Resolution 3/9/2011

Elimination of CSU Service Areas

R. Chris Wells, El Camino College Academic Senate

Whereas: SB 1440 and the recommendations from the Legislative Analyst's Office in their report – Guaranteed Regional Access Needed for State Universities both have the impact of strengthening Local Area Access Priority to CSUs and therefore exacerbate a discriminatory practice.

Whereas: The LAO report acknowledges that “granting preference to local students over out-of-area students could be perceived as inequitable—particularly when the out-of-area student is better qualified. Moreover, given that CSU campuses differ in terms of size, campus amenities, program offerings, student bodies, and other characteristics, there could be situations when a student's local campus is not the best suited to that students' needs.” And they still “believe that ensuring local access to all eligible students is more important than maintaining equal admissions criteria for all applicants to a given campus.”

Whereas: The basis of the policy of "free flow", adopted by the Legislature in 1987, that permits students to enroll in any community college in the state, regardless of the district in which they happen to reside should also be the basis for the elimination of Local Admissions Areas for the CSU system.

Whereas: El Camino College and ECC – Compton are in a position to make a strong argument that the current policy not only hurts their students it also hurts the college's ability to attract students and gives priority to students of non-protected classes over students of protected classes

Whereas: The Academic Senate for California Community Colleges had a Resolution 15.02 Fall 2009 RE-EVALUATE CSU SERVICE AREAS (Presenter: Kenneth Matsuura, Transfer and Articulation Committee) that described discriminatory practices of the CSU System and a previous resolution 15.03 Spring 2004 on the same issue that has not resulted in the desired remedy.

Resolved: That the El Camino College Academic Senate challenge this policy in the most aggressive way possible by filing a Complaint to the Office of Civil Rights, United States Department of Education.

Resolved: That the El Camino College Academic Senate request that The Academic Senate for California Community Colleges join El Camino College by supporting this resolution and joining in this complaint.

From CSULB Web Site:

Campus Housing

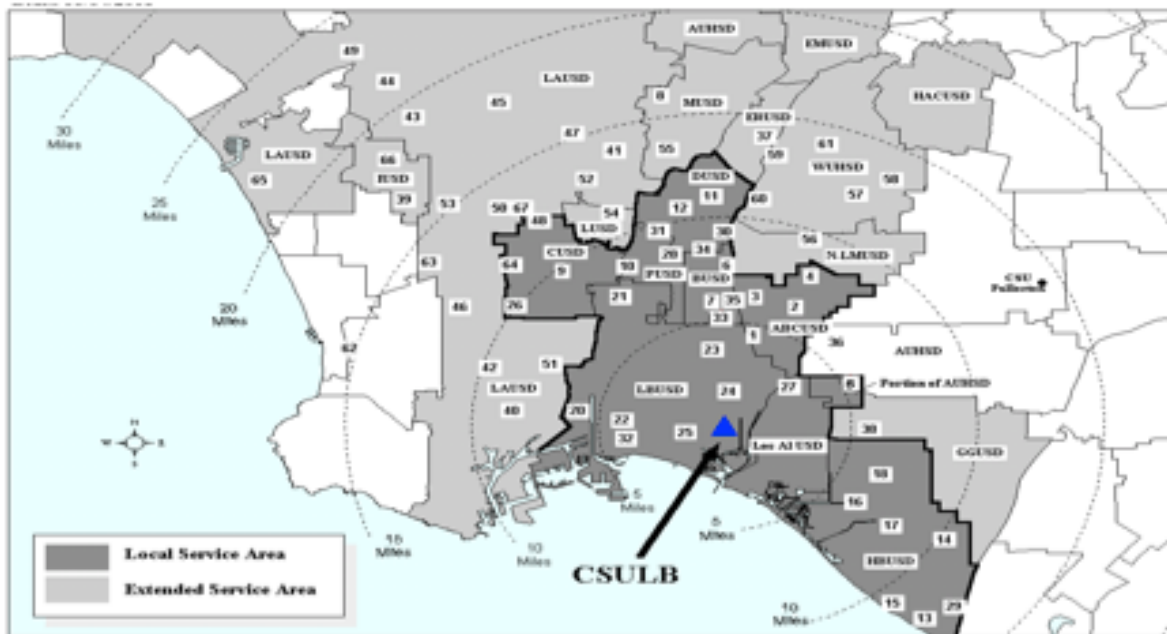
All first-time freshmen at CSULB are required to live in University Housing (as space is available) during their first year unless they are, over 21 years of age as of August 27, 2012, or will be living at home with a parent or legal guardian during their entire freshman year. Exemptions to this requirement will be considered based on identified criteria. Visit [Housing and Residential Life](#) for an explanation of the exemption process, and to learn about the various campus residence options.

Local Area Admissions Priority

Applicants to *non-impacted* majors who meet the minimum CSU criteria as outlined above will be considered in the competitive round. *Admission offers will be based on the applicants' overall transfer grade point average and space availability.* Applicants to non-impacted majors who are transferring directly from Long Beach City College, Orange Coast College Golden West College, or Coastline College, and have completed at least 30 units from these schools will be held to the minimum CSU criteria listed above.

CSULB

Local and Extended Areas



California State University, Long Beach
2001 - 2002 Local And Extended Areas



CALIFORNIA STATE UNIVERSITY, LONG BEACH

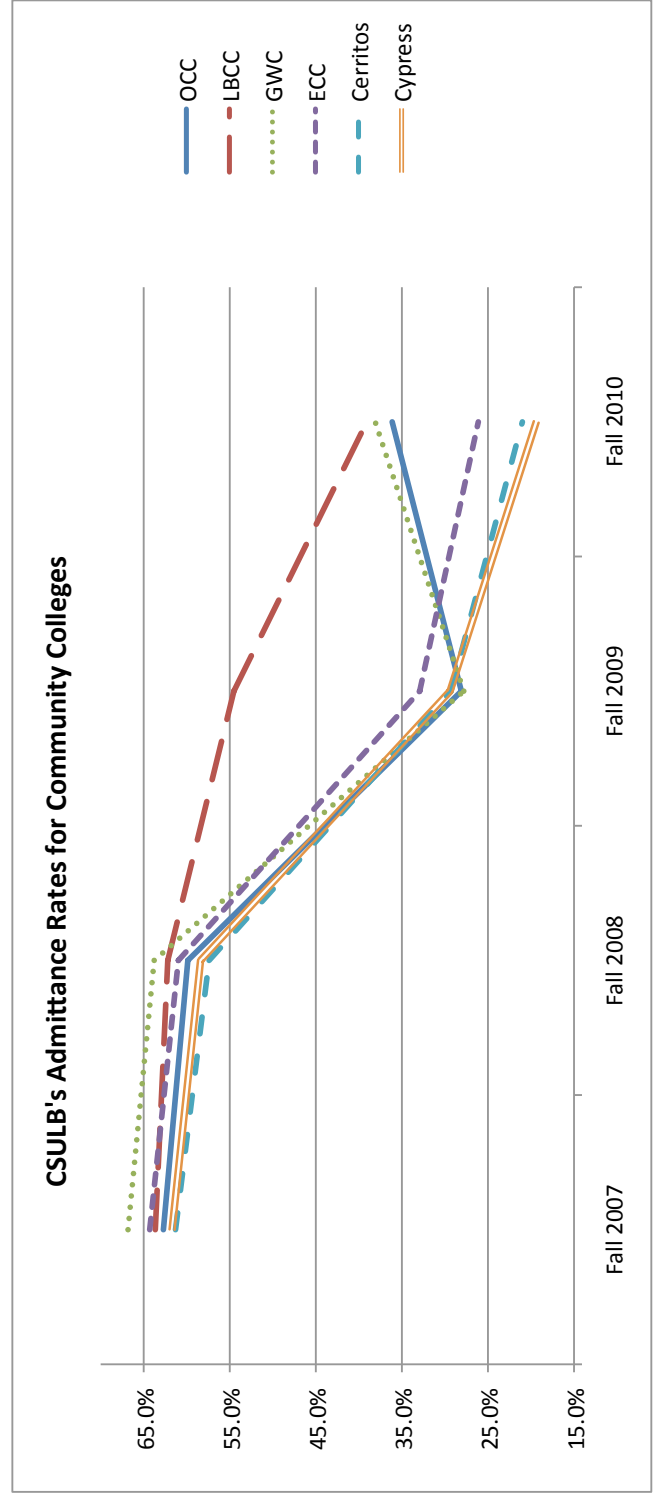
CSULB's Admittance Rate for Community Colleges Fall 2007-2010

	Fall 2007		
	Applied	Admitted	Admit Rate
OCC	901	565	62.7%
LBCC	663	422	63.7%
GWC	425	284	66.8%
ECC	703	452	64.3%
Cerritos	444	272	61.3%
Cypress	324	200	61.7%

	Fall 2008		
	Applied	Admitted	Admit Rate
	947	567	59.9%
	656	408	62.2%
	704	449	63.8%
	433	264	61.0%
	476	273	57.4%
	281	164	58.4%

	Fall 2009		
	Applied	Admitted	Admit Rate
	1107	311	28.1%
	897	489	54.5%
	543	151	27.8%
	908	299	32.9%
	600	176	29.3%
	401	118	29.4%

	Fall 2010		
	Applied	Admitted	Admit Rate
	1564	565	36.1%
	1039	406	39.1%
	643	245	38.1%
	1095	286	26.1%
	795	167	21.0%
	537	104	19.4%



Source: CSULB Institutional Research and Assessment

LBCC to CSULB Admit rate:

Fall 2007: 63.7%

Fall 2008: 62.2% delta = -1.5%

Fall 2009: 54.5% delta = - 7.7%

Fall 2010: 39.1% delta = - 15.4%

Net delta = -24.6%

OCC to CSULB Admit rate:

Fall 2007: 62.7%

Fall 2008: 59.5% delta = - 3.2%

Fall 2009: 28.1% delta = - 31.4%

Fall 2010: 36.1% delta =+ 8%

Net delta = - 26.6%

GWC to CSULB Admit rate:

Fall 2007: 68.8%

Fall 2008: 63.8% delta = -5%

Fall 2009: 27.8% delta = -36%

Fall 2010: 38.1% delta = +10.3%

Net delta = - 30.7%

El Camino to CSULB Admit rate:

Fall 2007: 64.3%

Fall 2008: 61.0% delta = -3.3%

Fall 2009: 32.9% delta = -28.1%

Fall 2010: 26.1% delta = - 6.8%

Net delta = -38.2%

Cypress to CSULB Admit rate:

Fall 2007: 61.7%

Fall 2008: 39.5% delta = -22.2%

Fall 2009: 29.4% delta = -10.1%

Fall 2010: 19.4% delta = -10%

Net delta = -42.3%

Cerritos to CSULB Admit rate:

Fall 2007: 61.3%

Fall 2008: 41.8% delta = -19.5%

Fall 2009: 29.3% delta = -12.5%

Fall 2010: 21.0% delta = -8.3%

Net delta= -40.3%

Average admit rate schools with Local Area Admissions Priority Fall 2010: 37.77%

Fall 2007: 65% Delta: -27.23%

Average admit rate schools without Local Area Admissions Priority Fall 2010:
22.17%

Fall 2007: 62.4% Delta: -40.23%

It appears that Local Area Admissions priority accounts for about an 15% advantage to students who attend the schools that received it



EL CAMINO COMMUNITY COLLEGE DISTRICT

16007 Crenshaw Boulevard Torrance, California 90506-0001
Telephone (310) 532-3670 or 1-866-ELCAMINO

May 24, 2011

Dr. Charles B. Reed, Chancellor
The California State University System
401 Golden Shore, Suite 641
Long Beach, CA 90802-4210

Dear Chancellor Reed,

Thank you for your April 21, 2011 response to El Camino College's (ECC) request for Local Service Area (LSA) designation to CSULB. However, we request further analysis.

In your letter, you indicate that over the past two years CSULB added three neighboring community colleges to its local jurisdiction. Those colleges reside within the Coast Community College District which already had LSA status with CSU Fullerton. By adding the Coast District to CSULB's LSA, students attending those institutions have preferential admissions not only to CSUF and CSULB but also to CSUDH, by virtue of its statewide designation. Students attending ECC and Cerritos College, on the other hand, have no LSA designation and have priority only at CSUs with statewide designations. Why would a community college receive LSA status with two CSUs when there are community colleges with no designated LSA designation?

You also mention the issue of proximity to a CSU. However, that too is a rather nebulous criterion. ECC is 16.2 miles and Cerritos College 11.2 miles from CSULB; whereas, Orange Coast College is 16.6 miles. Cypress College, which is a LSA for CSUF is 9.6 miles from CSULB but 13.3 miles to CSUF.

Another problematic issue is the LSA designation to CSULB for some of the high schools in our service area (Compton, Paramount, ABC, Bellflower and Downey Unified School Districts), which are negated if the student chooses to attend ECC, the ECC Compton Center, or Cerritos College. North Long Beach, which is outside of our service area, is actually closer to the ECC Compton Center than to Long Beach City College but students would lose their preferential admissions if they attend the ECC Compton Center rather than Long Beach City College.


Dr. Charles B. Reed
May 24, 2011
Page 2

El Camino College and the ECC Compton Center represent a greater headcount of underrepresented (African American and Hispanic) students than Orange Coast and Golden West Colleges combined. The Hispanic students at Cerritos College also represent a larger number than the combined populations at Orange Coast and Golden West Colleges. The LSA priority further minimizes the educational opportunities available to these students and their ability to complete their higher education.

The most egregious issue is the limited transfer majors at CSUDH as compared to CSULB. Of particular concern is the absence of a robust offering of STEM majors. There are no engineering majors and only general and/or education options in mathematics and physics offered at CSUDH. ECC is in the process of building a STEM Center, with the support of various industry partners, to address industry's desire to prepare an adequate workforce. Our engineering students face much more competitive admissions criteria at any CSU within a reasonable distance because of the lack of LSA designation.

There are many other majors not offered at CSUDH which disenfranchise our students. The absence of a Speech Communications major is another notable example. This year, ECC's speech team received a ranking by the National Parliamentary Debate Association as the number one Community College in the nation. These outstanding students would be an asset at any CSU but will be severely limited in their transfer options without a LSA designation. Just examining the listing of BA/BS degree options at CSUDH versus CSULB presents a glaring picture of the disparate treatment to which our students will be subjected.

We recognize that CSU faces enormous enrollment pressures. However, the passage of SB1440 and the admissions guarantee afforded to community college graduates to a CSU with which they have a LSA designation places ECC and Cerritos College students at a distinct disadvantage. We would welcome the opportunity to discuss these issues in a face-to-face meeting.



Thomas M. Fallo
Superintendent/President
El Camino College

Dr. Linda L. Lacy
President/Superintendent
Cerritos College

RECEIVED

JUN 20 2011

THE CALIFORNIA STATE UNIVERSITY
OFFICE OF THE CHANCELLOR

BAKERSFIELD

June 15, 2011

CHANNEL ISLANDS

Dr. Thomas M. Fallo
Superintendent/President
El Camino College
16007 Crenshaw Boulevard
Torrance, California 90506-0001

CHICO

DOMINGUEZ HILLS

EAST BAY

Dr. Linda L. Lacy
President/Superintendent
Cerritos College
11110 Alondra Boulevard
Norwalk, California 90650-6298

FRESNO

FULLERTON

HUMBOLDT

Dear Superintendents Fallo and Lacy:

LONG BEACH

Thank you for your letter of May 24, 2011 regarding local admission areas affecting El Camino and Cerritos Colleges. A brief background may place the decision in context for you. In 2002, the California State University Board of Trustees adopted the principle of local admission areas to ensure that qualified students shall have access to quality higher education.

LOS ANGELES

MARITIME ACADEMY

MONTEREY BAY

Originally, CSU Long Beach's (CSULB) local transfer admission area was designed to include only Long Beach Community College. That designation expanded two years ago when CSU Fullerton (CSUF) faced strong enrollment demand in a period of declining budgets. At that time, CSULB was directed to include in its local admission area the Orange Coast Community College system, so as to relieve enrollment demand on CSUF. By fall 2010, a diminished budget forced the Long Beach campus to downsize by 4,474 students, resulting in one of the smallest transfer classes in more than a decade. This coming fall, even without further budget cuts, CSULB is expected to only enroll 14% of 20,872 transfer applicants seeking admission. For these reasons, CSULB is not able to expand its local admission area at this time.

NORTHRIDGE

POMONA

SACRAMENTO

SAN BERNARDINO

SAN DIEGO

SAN FRANCISCO

SAN JOSÉ

It is important to note that local admission areas only provide an advantage for admission to non-impacted programs, and more than 50% of applications for admission at CSULB are for impacted programs. At CSULB, currently the following majors are impacted: art, athletic training, biology, business administration, communication studies, communicative disorders, criminal justice, design, film and electronic arts, kinesiology (exercise science and kinesiotherapy options), liberal studies, health science, nursing, psychology, and social work. CSUF's programs are fully impacted for transfer students. At

SAN LUIS OBISPO

SAN MARCOS

SONOMA

STANISLAUS

Dr. Thomas M. Fallo
Dr. Linda L. Lacy
June 15, 2011
Page Two

CSUDH only the health science major (with prosthetics, orthotics, and cytotechnology options) is impacted.

In keeping with the CSU Board of Trustees policy on enrollment management, CSU Long Beach is proactive in considering students who might qualify as local to any non-impacted programs not offered by CSUDH. This fact, combined with the significant numbers of students from your institutions who elect to go to other CSU campuses, demonstrates that we are committed to serving your institutions.

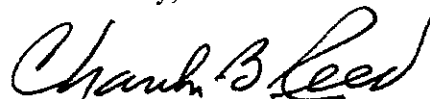
I share your concern about students transferring in STEM fields, and I applaud your efforts to develop programming in this area. Both CSULB and CSUDH offer solutions for the problems identified. CSUDH is developing a BS in Environmental Engineering, for example, and has strong programs in physics, computer science, chemistry, and biology—none of which is impacted. The Dominguez Hills campus would welcome your students. Recently, I authorized CSULB to develop agreements with local and non-local community colleges for STEM majors. CSULB is planning to develop these agreements with at least eight feeder institutions, including your colleges. I have been informed that discussions have taken place with your transfer directors regarding agreements that will provide an admission advantage for students in STEM fields who complete appropriate lower-division preparation. These agreements will be developed over the next few months and will become effective in fall 2012.

While CSUDH does not have a speech communication option in its communication studies degree program, CSULB's speech communication option is impacted. As noted earlier, local admission area applicants have no advantage at the 16 impacted CSU campuses or in impacted programs (like speech communication at CSULB). All students, however, who earn an AA transfer degree under SB 1440 and who apply to an impacted program deemed to be similar, will be given a .10 point bump in their GPA eligibility, a distinct advantage for your students who pursue this pathway.

We share a common goal with your institutions to provide access for as many Californians as possible. In these difficult budget times, we will continue to work with our colleagues in all segments of K-16 education to provide access to excellence for the state and its college-going population.

With kind regards,

Sincerely,



Charles B. Reed
Chancellor

c: Dr. F. King Alexander, President, CSU Long Beach
Dr. Mildred García, President, CSU Dominguez Hills



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5-25-11

E-mailed to Board, Ms. Curry, Hadley, Hayes.

Dr. Charles B. Reed
May 24, 2011
Page 2

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