

ACADEMIC SENATE MINUTES

October 3, 2017

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 third Academic Senate meeting of the fall 2017 semester to order on October 3, 2017 at 12:30 p.m.

KDD: We like to acknowledge our division personnel, and invite them to introduce themselves. We are especially grateful to Dr. Rapp, who juggled a few things on her schedule today so she could be here with us. We appreciate her making the senate a priority. Dr. Virginia Rapp: Hi, I'm the Dean of Business. I actually graduated from El Camino College, I won't tell you when. It was a while back. I taught at El Camino as an adjunct while I was a tax attorney. Worked full time as a faculty member at Fullerton College. Then I came right back to where I started from. I have been involved at ECC for a long time. I have been the Dean of Business for almost 18 years. Dr. Rapp: I am administering Perkins Funds, some of you may have funding through them. Also Career Technical Education (CTEA) and Strong Workforce Program. We have a lot of Strong Workforce money right now. We have regional and local funds -- about \$1.8 million. We are working hard now, participating in a lot of regional projects. Entrepreneurial Mindset, Net Lab, Cyber Security. We work with other colleges (19), to accomplish our regional goals. We also have a lot of local funding to improve our own programs here at El Camino. We have a lot of money, this is our second year to spend money, and we should get the money for another 3 years. P. Marcoux: She is also co-chair of the Academic Technology Committee. Dr. Rapp: I am, and I'm also on the College Technology Committee, DEAC, and various other committees. KDD: Thanks for making time for us today.

B. APPROVAL OF MINUTES

See pgs. 5-14 of the packet for minutes from the September 19, 2017 meeting. P. Marcoux moved, S. Bray seconded, there was approval of minutes as amended.

KDD: I would like to request we suspend our normal order of business. Start with Special Committee Reports and circle back to Office Reports. L. Kjeseth motioned, B. Diaz seconded. The motion was approved.

D. SPECIAL COMMITTEE REPORTS

Dr. Jean Shankweiler - VP of Academic Affairs

Dr. Shankweiler: You know Dr. Rapp did not include in her list of many duties that whenever I'm gone, she often steps in as the Acting Vice President of Academic Affairs. The Digital Fellows Project is one I'm working on. It is for me to learn and bring digital, adaptable courseware to the classroom. I have enlisted some Chemistry faculty to help me with introductory Chemistry, because that is the beginning of the pipeline for STEM majors. We want to see if we can improve success and retention. Many, many people were using Math for theirs, but I think our Math department has so much going on, between acceleration and multiple measures. Some of the other things we are working on is Guided Pathways. The guidelines came out from the state, so we have to attend workshops. A number of us did on Thursday, and Chris Wells was there along with Cindy Lopez, Ross Miyashiro, Dr. Maloney and me. Next month, we have more workshops to attend. We did the workshop and we have to prepare a timeline, which we have a good start on. Dr. Maloney had asked for a timeline before that. There is an assessment due on November 15, that is 32 pages long. That will take some time to get that done. Some of it was worked on after the workshop, and I will advocated that we use that so we don't have to start from scratch. Once we do those 3 things, then we can get the funding. It is very vague, they have percentages, so we don't know how much money we'll get. It is spread over 5 years. They give us a lot up front and then it tapers down after that. There is definitely no more after this, unlike some of the other funding. I'm working on finding Accreditation co-chairs and standards and Kristie is helping with that. We have been contacting people. We really need an overall faculty co-chair to work with our academic dean co-chair. Our accreditation team visit is fall 2020. That is 3 years away. I did it in 2014 -- we absolutely needed those two years to prepare. Our team needs to be in place so we can start training in the spring. The ASCCC Academic Senate accreditation institute is in February, and I want to send the standards chairs and the accreditation chairs to that. Dr. Rapp didn't talk about how much work she is doing with Strong

Workforce. Regional work is very time consuming. The local money that we get, the \$1.8 million, it is easy because we can decide ourselves how we are going to spend it. But with regional money, that is all of LA and Orange County. That is 25 schools that split the money; or 19 if we don't count Orange County. We are also working on a couple of smaller task forces that are short term. Kristie has talked about the evaluations forms that we need to revise. We are working with a small committee on part-time job rehiring rights. Some people need to have a better understanding of where they are for re-hire lists. We have a lot of people making requests through HR about salary advancement for coursework and it is a little unclear in the contract. That is a third task force that is in progress right now. Now for the fun, to appeal to your competitive edge. We need people to volunteer for the holiday party. Entertainment, planning, food and decorations. Last year we had people working on food and the door decorating. We need some help with that. Let me know if you are interested in that and shoot me an email. I also need two volunteers for the Dual Enrollment Committee. Thank you!
KDD: Thank you to Stacey for serving on the taskforce that is looking into salary advancement.

Ross Miyashiro – VP of Student Services

KDD: Do you have any updates from your area that you would like to share with us? Ross Miyashiro: We are still programming the new Student Services Building. We would like to reformat it to make it more intuitive for students when they walk in the front door. My idea is that students enter the building, and it will be a natural flow, which they call onboarding. That way they can apply, assess, go to orientation, and financial aid. When they leave, they are in El Camino College. We want to make it as easy as possible for students, and we want to have that concierge-type service when they walk into the building. We have been working on a new initiative, which I can't talk too much about yet. I haven't trained all the managers yet. We are going to change our mindset in the division. That is general, because I haven't unleashed the plan. We hope to make student services a fun place to live, work, and students to be a part of.

E. UNFINISHED BUSINESS

Senate Goals: 2nd Reading of 2017- 2018 Goals – Kristie Daniel-DiGregorio (pg. 36)

This is our second reading of our goals for this year. Yes, they do look familiar. The goals from last year were sufficiently broad, so we transitioned many of them to this year. We wanted to make sure we aligned with the senate purview. We had a look at some campus initiatives that were important college-wide. We looked at the Board of Trustees goals for the year. So that is the source of these particular goals. There is one addition that is underlined. Stacey and I talked to you about how the Faculty Development subcommittee is going to be looking at the Flex Credit matrix and policies. This is a follow-up from our discussions from this past spring. We thought it would be good to add that to our goals. Do I have a motion to approve the goals for 2017-2018? Marcoux motioned, Ahmadpour seconded. KDD: Now we can discuss this. Are there any comments, questions or feedback? L. Kjeseth: Are we are missing a "With" in there under collaboration? P. Marcoux: Yes. KDD: Yes, it is meant to be "With". A. Ahmadpour: Can we intensify the collaboration with the Federation? KDD: Yes, but I do think our collaboration has intensified over the last year with the Federation. It is unusual that Carolee isn't here. We have our Executive Director and our President who sit in on multiple subcommittees. We also work furiously behind the scenes in collaborating and consulting. Carolee is here consistently at our meetings. We have really stepped it up. And as things arise, we are certainly open to continuing that collaboration. Other feedback or comments? All those in favor of approving our goals? Our goals were unanimously approved!

Spring Lockdown/Shelter-in-Place Drill – Chief Michael Trevis

KDD: Thank you to the Chief for coming today to talk us through this. There were two options presented, with safety in the top of our minds given the recent shooting in Las Vegas. I will open it up to the floor to take your comments and feedback. It will be at the same times of day as it was previously, 9:40 – 9:50 am and 7:10 – 7:20 pm. Any comments about week 3 or week 5? We are trying to stick with a Thursday. B. Diaz: The majority of our division preferred the 15th. Are we doing a poll? KDD: We will probably do a straw poll, which will be more informal. A. Brochet: Counseling preferred the 15th. C. Striepe: The 3rd week is still a little rushed in the library. Josh: Club rush is still going on then. Chief Trevis: We have installed speakers on some of our blue poles. So people who are outside the main part of campus should be able to hear audibly what is going on. C. Gold: In the future, we should have one at a hectic time. S. Bray suggested that we should do it when it is hectic, it gets more people involved. A shooter wants it to be busy so they can get the biggest number of casualties. I know that sound morbid, but it's true. Chief: This is the third one, so after this one, I will get back to you after this drill and ask for recommendations and thoughts. We have talked about this in the past and we don't want to scare people. We want to keep people engaged with this and give them a sense of "hands on".

That is a discussion for another time. Maybe we should take about having these exercises separately for each building. Each building is different and has its own set of exits and dynamics. We don't want this to feel like "Oh, here we have another exercise today". We want to keep this fluid and moving. P. Lau: The earlier, the better. And in light of current events. KDD: Any other comments? Let's do a straw poll? It is 12 to 13, Chief....so March 15th. Chief: I will take the recommendation of March 15th, to my boss and get back to you. KDD: Yes, the faculty will do everything we can to support you. We can still encourage our students to sign up for Nixle. And talking about the video we showed a couple of years ago at Professional Development Day.

F. NEW BUSINESS

SSSP/SE/BSI Integrated Plan Timeline: 1st Reading – Cesar Jimenez/Scott Kushigemachi (pg. 37)

KDD: Let's welcome Cesar Jimenez and Scott Kushigemachi. Scott has been here before, so welcome back. It is Cesar's first senate meeting, so welcome. Thank you to both of you, for all the work you are doing. Cesar: Since the inception of these programs, each program has had its own goals and reporting structure. Since I started in February, each program has done a good job of working together and aligning efforts for student success. The Chancellor's Office has created a new budget for all 3 programs. They have asked for us to create an integrated plan with five goals. This process was grounded in existing data. Our activities, strategies, college data, statewide-data; those are some of the factors that we looked at. This was driven by Institutional Research and Planning as well as the Student Success Advisory Committee (SSAC). This started spring 2017, where we reviewed our activities, our structure, our goals and efforts. We created 5 integrated goals. Part of this was through the Chancellor's Office where they wanted more integration among all programs. We needed to align our programs with our mission. We have done a good job with aligning our integrated plan with our mission. During summer 2017, we created, refined the integrated plan, attended different workshops, worked with peers at other institutions, and reviewed their integrated plans. So we re-tweaked and changed throughout the entire summer.

Scott: We spent the whole summer working on this, you can imagine the hours and hours that were put into it. The debate, haggling, and precise wording to get it exactly right. Here are the 5 goals. Integrated means that we were expected to have at least one goal overlap with all 3 plans. We are over-achievers, and all the goals overlap all 3 plans. 1) Developmental through Transfer-Level Math and English: Increase transfer-level achievement rates in math and English for students who test below college level, while decreasing the time to complete a transfer-level course. 2) On-boarding New Students: Increase the number of first-time students completing core services and completing a comprehensive educational plan, and increase the three-term persistence rate. 3) Student Support Services: Substantially increase the number of students who utilize support services that are known through research to increase student engagement and success. 4) Academic Support Services: Provide personalized and integrated academic support services to increase course completion rates of students in targeted courses and programs. 5) Change Management: Transform the college culture in terms of intentional engagement, collaboration and implementation of practices, procedures, and policies that promote equity-minded student progress and completion.

Cesar: We are taking our show on the road. We are here today for the first reading, the second reading will be October 17th. We will share this with the Student Success Advisory Committee (10/5), ASO (10/12 & 10/26), College Council (10/16), Council of Deans (10/26), and Board of Trustees (10/16 & 11/20). We will then submit it to the Chancellor's Office by 12/15. So what is next? We encourage everyone to review the full integrated plan along with the 5 integrated goals (it will be posted on ECC's web, so you can view the electronic copy). Between now and October 17th, please feel free to e-mail Scott or myself with any questions or feedback. This was truly a collaborative effort. KDD: Please send me the link to the draft, because won't the draft be changing over time? Cesar: Yes, I will send you the link. KDD: Are there any questions? There were many questions & answers which Cesar and Scott covered.....How does the plan get implemented? A number of college plans and initiatives were considered in creating this plan. The objective is not to create new initiatives, but to help existing ideas come to fruition. This is a 2-year plan, because the Chancellors Office realizes we are "fatigued" from annual planning. The Library Learning Resources team is coordinating efforts that have relevance, including the Online Educational Resources initiative. The 3 programs (SSSP, SE, BSI) all receive separate allocations, though funding may come in a lump sum at some point. Goals 3 & 4 address student support. These services are underutilized by distance education students. The college needs to think about strategies for engaging these students more effectively. There are a number of mechanisms in place to assess the success of these programs. We don't discourage anyone from coming to us and sharing some ideas. KDD: Thank you guys and see you at the next meeting.

Online Education Initiative Course Exchange Pilot – Chris Gold (pg. 37))

This topic is brought to you by the Distance Ed Advisory Committee. Last Thursday, we talked about and unanimously voted to approve supporting ECC in applying to join the OEI Consortium. Now we are bringing it to the Senate for first reading and second reading. I want to tell you what the OEI is and what it means to be in the Consortium. It is a state-wide initiative that is very well funded. It is trying to improve outcomes for online students and also increase access. We want to get our students through their programs more quickly, just like all the other initiatives. There are 24 colleges in the Consortium. It involves a course exchange, where students can go and enroll in courses on other campuses from their own campus. This may help them get into courses that they can't get into at their own college. This facilitates the process. It is a complicated process to create the exchange. We have 6 colleges from the Consortium in the exchange right now. About 30 courses, some with multiple sections. There are 24 pilot colleges, 6 in the exchange. They are looking at bringing more colleges into the Consortium. They want to implement this in fall, but they haven't released the applications yet. What does this mean to be in the Consortium? If we were in there, we agree to offer courses on the exchange. We would have faculty members offering these courses that would be open to people around the state. The courses have to be approved, they are high-quality courses. We would send 2 people to the Consortium meetings, so then we would get to shape the process and how it looks for the state. Our students would have access to the exchange. We would receive tech support to get up and running. Our faculty would receive professional development support. We would also get access to free stuff: NetTutor, Proctorio, Cranium Café, Canvas, Smarter Measure, and TurnItIn. The advantages of the course exchange for colleges: It is a tool for Enrollment Management, we all want FTES and we all want more students. The students could find and complete the classes they need to complete their degree and reach their degree and transfer goals. For faculty we get more support when developing our courses. They are looking to expanding the consortium. We are on a waiting list. They haven't yet released the packets. If we were chosen, we have to sign an agreement. We have to create an implementation team. Sign a financial aid agreement. DEAC approved our application endorsement. The director of Financial Aid said it was a go. Technology and Dr. Shankweiler like the idea. We are encouraging the college to participate. This is a first reading and we don't need to vote on it today. Q & A: Classes are pre-articulated. There are a lot of curriculum questions they are dealing with. The faculty want there to be strong local decision-making. Transcripts would come from the college where they took the course. Email me with questions you might have.

G. INFORMATION ITEMS –DISCUSSION

Introductions: VP Brian Fahnstock, and VP Jane Miyashiro

KDD: We want to welcome two of the newer faces on campus: Brian Fahnstock, our new Vice President of Administrative Services. He was most recently the Vice President of Fiscal Affairs at San Francisco State University. Brian: Don't look at my picture -- hopefully, I can redo that. I was at San Francisco State for about a year, as the interim Associate VP of Finance. There was a period where I held some interim jobs. I was the interim Associate Vice Chancellor for Administration at North Orange and Ventura. I helped start a software company for about 10 years. Before that, I was at Santa Barbara City College doing this type of job. Before that I worked for the City of Santa Barbara. I was a naval officer for 10 years before that. That would make me about 35 years old. I am here, I'm new and I am on my 12th day, feels like 3 months. I am a Vice President of Administration here, which means I have broad responsibilities. Facilities, Accounting, Risk Management, Police (I get to walk around with the Chief), and ITS. My goals are to work well with everyone and making sure you are all successful. Teamwork on our side to work with all of you. I am here only 18 hours a day and happy to be here. If you have any questions, let me know and thank you.

KDD: And Jane Miyashiro, you may feel like your middle name is Jane "not related to Ross" Miyashiro. Jane Miyashiro: I am Jane, the VP for Human Resources. Prior to coming to El Camino, I was at USC for 15 years. I worked in many departments there. I started out in the school of Engineering, so I worked with engineers and computer scientists and researchers. Eventually, I moved onto Information Services Division, which was our IT Department for the entire campus. Then I transitioned over to the library. Then I moved to Central Advancement, where we do a lot of fundraising and alumni relations. I knew it was time to move away from USC, because first and foremost, I am a Bruin. Football season was always very interesting. So I moved on to OTIS College of Art and Design. I was eventually VP of Human Resources over there. I loved it there, but I always had my eye on El Camino, this place is awesome. I am super happy to be here. My goal for HR is to create a community environment and also policies and procedures that support the student environment. It is about integrity, respect and support for each other. Most importantly, support for our students. This

includes, labor management, positive relations, onboarding for new hires, and employee dispute benefits. In terms of goals, and what would impact you, I would like us to take a look at job announcements, particularly for faculty. I would like for it to be more equity-minded in the language that we use. Right now we are task oriented in our job descriptions, and it is a little bit negative. If I were on the outside, it wouldn't give me the warm fuzzy feeling. We need to change the culture. Our technology in HR is - I was very surprised when I got here. I was surprised to see four-ply forms, shocked at time-keeping systems that are non-existent. Signatures that you have to physically have to walk to someone else to get their signatures. I have a lot of ideas to improve the technology in our world. The fact of the matter is, you are hired to be of service to our students. We are looking for faculty that are much more about servicing those students that have been racially minoritized. When you are busy filling out administrative paperwork, it may take you ten hours to fill out one form, then you are not making the best use of your time. We want to make sure your time is really focused on what you need to do. We are working on that with Brian. KDD: It is obvious how happy Jane is here. Someone said to me, after Jane had been here 7 days, "I have never seen someone from Human Resources smile that much."

ECC Foundation: Student Scholarships – Andrea Sala and Nancy Toner

I promise I will be fast, because Kristie gave me 5 minutes. Fall is scholarship season in our office, they close December 17th. The reason we are here is for faculty evaluations. Faculty evaluations aren't due until January 10th. It can be done all semester long. What happens is the student will contact the faculty member and say they need a recommendation. You will be notified because a student has requested an evaluation. We are no longer calling it a letter of recommendation, because there is no letter required anymore. We heard a lot of feedback, it takes a lot of time and it's hard to do. So we are trying to listen and be proactive. It is an important part of that student's evaluation. There are 5 little questions; Academic Performance, Creativity and Originality, Intellectual Curiosity, Character, Responsibility and Reliability. All you have to do is judge them on a drop-down menu and you have 5 choices. If you want to add something, there is a box for that, but it isn't required. I want to make sure we get the word out, we did send out an email. We listened and we understand that it takes time. Last year, what happened, is if the faculty member doesn't respond, the student is not put in the pool for scholarships. Last year, 213 students were dropped from the process because the faculty member didn't fill out the form. If you don't have time, please ask the student to find someone else. Are there any questions? J. Young: It would be nice if we knew what class we had the student in. Sometimes we have no recollection. Maybe there can be a section where they can tell us what class they were in. A. Sala: That is a great suggestion. The student can go on at any time to see if you filled it out. P. Marcoux: We are not allowed to disclose grades in letters of recommendation. The student has to give permission. R. Miyashiro: That's correct - you are not allowed to disclose academic records, unless the student gives permission. A. Sala: The recommendation needs to be from a faculty member in a learning environment at ECC, not high school. And we have their transcripts anyway. P. Marcoux asked about FERPA, and it was clear that faculty would benefit from training on how FERPA affects their practices and how to comply with FERPA. R. Miyashiro offered to support those training efforts. A. Sala: I want to thank you for doing this for your students, it is above and beyond your call of duty. We really appreciate it, and it is great for those students when they get a scholarship.

C. OFFICER REPORTS

a. President – Kristie Daniel-DiGregorio

Thank you folks for serving on search committees. We have already staffed a lot but there are going to be many more. Thank you to Kurt Hull (Accounting), for serving on the Business Manager search committee. Larry Leach (Communication Studies), has agreed to serve on a committee for Public Information and Government Relations. Since the meeting, Margaret Miranda (Counseling), has volunteered to serve on the Registrar search committee. Thank you to all our faculty leaders for your service! College Council is one of our collegial consultation committees on campus, you can find their minutes at <http://www.elcamino.edu/administration/campus-committees/college-council/minutes.asp>. There are a number of things we have talked about; the antidiscrimination statement, we are looking at our self-evaluation and other goals, SENSE data which is coming to the senate on 10/17, legally mandated policies and procedures, and planning processes.

Our self-evaluation is coming soon, I will send you the email with the link. Thank you in advance for taking some time to answer that.

Remember our DACA deadline, so students whose DACA expires between now and March 5th are able to apply for a 2-year renewal. This is a very important opportunity we don't want them to miss. Direct students to our El Camino website. <http://www.elcamino.edu/studentsservices/fao/ab540/>.

There are a lot of student success initiatives happening. October 19th is the deadline for students to submit petitions to graduate. If you can, please make an announcement about that to let students know that there is help in the counseling office.

It is Financial Aid Frenzy Week. Very appropriately named, I think. There are lots of resources on the Financial Aid website. Encourage students to make sure they are staying in form. Next week is a Financial Aid & Students Resource Fair on October 10th, from 10 am – 2 pm on the Library Lawn. There is also a Student Empowerment Dialogue Series is getting started. Please let Chris Dela Cruz (Student Development) know if you would like to help facilitate some of series. It is a terrific program!

b. VP – Compton College – Chris Halligan

KDD: Chris is standing in for Paul Flor. Chris: Hello everybody. We have one thing to announce, we have finished our Quality Focus Essay. If you don't know what a QFE is, this is a request by the ACCJC for us to write a plan on the areas that they felt we need to start concentrating on. Because of the transition, we don't know if this body needs to do a first/second reading. We would sure love your feedback and expertise on this. We are covering 2 areas; integrated planning. We have issues with transparency. We have issues with turning program reviews into actual allocated dollars. We have a few ideas; including hiring a manager to handle all program reviews and turning that into budgeted dollars. Most importantly, is our whole plan for the Distance Education. We are revamping Distance Ed and we have to demonstrate that we are going to have rigorous, good Distance Ed Program. We do have a plan and an advisory committee. We are hiring a faculty coordinator. We are going to have a handbook in the spring. We will hopefully create a mentor program for everyone who teaches online. We want this to be based on the OEI course design rubric for spring 2018 when we move to Canvas. I am proud to present this plan to you. It was written by 2 of our top professors; Amber Gillis and Jennifer Hill. They do a lot of wonderful work for us at Compton. If you could take minute to take a look and give us suggestions or ideas, we would appreciate it. It needs to be done by November 30th. The corrections need to be done by November 9th. Thank you.

c. Chair, Curriculum – Janet Young

Last meeting I told you about the backlog we had in CurricUNET. We were able to clear 393 courses that were stuck at the "approved" status. We attended a CurricUNET upgrade presentation on the software "Meta". We are going to present a report about the changes. We had our second meeting of the semester and approved 16 courses. We conducted our second training and also at Compton. I want to tell Chris Halligan, "You have an awesome Curriculum Committee at Compton." I was delighted and we'll help you in any way we can. We have been revising our website, we'll show you at our next meeting.

d. VP – Educational Policies – Chris Gold

Our Min Quads task force is still plugging along. At our next Ed Policies meeting we are focusing on discipline issues. We are going to be meeting with the AIMS team, the Student Development office, and the Library Learning Resources team regarding faculty concerns. You will have the minutes from that at the next senate meeting. All are welcome to attend the meeting.

e. VP – Faculty Development – Stacey Allen (pgs. 15-16)

There is our wellness warrior announcement, so remember tomorrow is Warrior Wednesday. Please wear your ECC gear and ECC colors. Informed & Inspired has a great theme this month, we are going to be focusing on our ESL population. Evelyn Uyemura and Allison Carr will be conducting a presentation on Thursday. In 2 weeks, we will have an ESL student panel. We hope you join us for that. The Outstanding Adjunct Faculty Award nominations are due October 13th. Please consider nominating a worthy candidate in your department, and spread the word to your colleagues to do so. I want to give you some feedback from our DACA panel that we had 2 weeks ago. It was very well attended and a very powerful presentation by our students. We are going to put together a workshop focused on DACA for faculty that will

take place on Tuesday, October 31st from 1-2:30. Cynthia Mosqueda and her team as well as Jeff Jung will be presenting on some important legal information for us. Look to your email for more information.

f. VP – Finance – Josh Troesh (pgs. 17-21)

The only thing we can talk about today is enrollment management. Our initial reports show that we are a little under-goal, the good news is that we are still waiting on a few things. Some final numbers for example, our 2nd eight weeks have not been calculated in. There is the possibility that we will hit our goal. We will know more about that as the semester progresses.

g. VP – Academic Technology – Pete Marcoux

We met a couple of weeks ago after the last senate meeting. We reviewed the document that Art presented to the group. Our Digital Security Specialist shared some doom and gloom related to security issues. He talks about viruses and all this nasty stuff, it's terrible. We have an ATC meeting on Thursday and we are going to be talking about signing up for Google for Education for campus. It will give us a lot of great access and things. To give you an idea, we are buying a set of 35 Google Chromebooks, with a charging cart and printer for \$11,000 for a classroom. It probably costs us \$40-50,000 for what we have per classroom. It will allow us to have some flexibility.

h. VP – Instructional Effectiveness/ALC&SLO's Update – Russell Serr (pgs. 22-35)

We are finishing up our report on our ILO (Community and Personal Development). The major finding is the students are very satisfied with the student services on campus. We have also found the services are underutilized. As we move forward with this ILO, we may need to split it up. When we developed it, we didn't think about assessment and there being so many different parts. Why are the services underutilized? Is it a culture among our students? Is it marketing? This is something we can move forward with. We are going to begin our Information Literacy ILO this spring 2018. There will be a faculty survey as part of that. We are purchasing a student survey. Assessment status for SLO/PLOs, we were low originally, but we are up to 91% now. There are close to 500 assessments every semester. We are getting close to our 100%. Program Review: We have a full docket every semester. We are having problems with people getting things in on time. We have recommendations that we should start earlier in the process to give people a heads up. Our orientation will be this fall or next year's Program Review. That will give people a chance to get started on their student surveys. Hopefully, they can write and do their Program Review in the spring. It seems like it is a little difficult in the summer. We are going to start the process a little earlier.

H. FUTURE AGENDA ITEMS

Ed Policies: AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies; AP 7160 Professional Development; AP 5500 Standards of Student Conduct.

Survey of Entering Student Engagement (SENSE) Data: Marci Myers, Institutional Research

I. PUBLIC COMMENT

KDD: Does anyone have something they want to add?

J. ADJOURN

S. Bray motioned, C. Smith seconded. There seemed to be a lot of enthusiasm to get this meeting adjourned!

The meeting adjourned at 1:52 pm
TG/ECC Fall 17