**ACADEMIC SENATE MINUTES**

February 2, 2016

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

**1. CALL TO ORDER** Senate Co-Presidents Jeffries (CJ) and Striepe (CS) called the first Academic Senate meeting of the Spring 2016 semester to order on February 2, 2016 at 12:39 p.m.

CS: Our new president will attend the next meeting to introduce herself, and trustee Brown is now the Board President.

**2. APPROVAL OF MINUTES**

See pgs. 6-11 of packet for minutes of the December 1 meeting. Minutes approved as amended.

**3. OFFICER REPORTS**

**A. Co-Presidents – Chris Jeffries (CJ) and Claudia Striepe (CS) (pgs. 12-22)**

CS: At the Board of Trustees meeting in January, Board President Brown thanked Dr. Fallo for his service. Dean Anaya gave an update on Community Education in the South Bay.

CJ: The State of the System Report (p. 16) includes highlight from 20014/15 year for the community college system. Those are the new AAT’s and AST’s. Colleges are restoring offerings cut during the recession. On page 17 of the packet is an information item on temporary suspension of assessment instruments. The CCCASSESS implementation will resume in April 2017. It’s required for SSSP funds. You’ll find a construction update on page 19. Projects currently in design are listed, including the Administration Building. Construction will start in August 2017. Administrator offices will move to the Communications Building. Construction on the student services building will start in May, and be completed in January 2018. And the Lot C parking structure will go up. That will help a lot. The gym is also in the works, as is the pool and classroom complex. Current projects include channel parking, Lot F, and the athletic Field (the new stadium) should be ready for commencement in May. Future projects include the fire academy, which might require a re-allocation of Marsee moneys. Maybe a smaller facility will be built to replace Marsee. Our bond sales were really good last month. We surpassed 80 million dollars. M. Ichinaga: Can you report on the wireless situation? CJ: It’s not under facilities. P. Marcoux: It’s in the PlanNet report. They are following recommendations. M. Ichinaga: Will new buildings have infrastructure? P. Marcoux: Yes. C. Wells: Is a 50 meter pool length traditional? T. Granger: Yes. It's the Olympic standard. All colleges swim in 25 yard pools in the U.S. Other countries use 25 meter pools. Olympic is always 50 meters. It depends what your pool is for, but 50 meters allows for concurrent use, C. Wells: Moveable walls? T. Granger: Yes. C. Wells: Is that more appropriate? T. Granger: Yes. C. Wells: For that much money let’s make it as good as possible. CJ: The powers that be wanted 35 meters, but it’s noted in the minutes that there are objections. C. Wells: It’s a lot of money for something less good.

CS: Regarding consideration of MOU’s for students in co-curricular activities, teachers should be amenable to accommodating students who are representing the college at competitions and meets, etc. Dean Natividad and Coach Colin will speak on this next week. This week, Dr. Gold and Pete Marcoux will talk about investigating a move to Canvas. H. Story asked senate to look into Canvas.

**B. VP – Compton Education Center – Paul Flor**

C. Halligan. We’re working on accreditation. We just opened a new nursing facility. We have our first senate meeting Thursday.

**C. Chair – Curriculum – Allison Carr (pgs. 23 - 28)**

We just had our first curriculum meeting, and we covered consent proposal holdovers and CCC member re-orientation to duties, as well as navigation of the website. Our goal is to make the process transparent. At the next meeting Quajuana Chapman and I will give information about the curriculum process.

**D. VP – Educational Policies –Chris Gold (pg. 29)**

We had tabled some items in December (p. 4). The tweaking is done, and it will be back on the 16th. Copyrighted materials will go back to the deans for review, as will probation, dismissal, and re-admission. We’ll keep them coming.

**E. VP – Faculty Development – Kristie Daniel –DiGregorio (KDD) (pgs. 30-33)**

KDD: See pages 32 and 33. FDC has fleshed out beyond our event on the role that FDC plays in the Academic Senate, including the responsibilities of FDC, needs and events, promoting innovation and collaboration. We wish to run it past senate as an overview. On page 33 you’ll find a response to concerns regarding Title IX reporting requirements. We have language for faculty to include in their syllabi. FDC will talk about strategies for campus safety. Please share suggestions of things you’d like to hear about. C: Wells: Is Title IX optional? KDD: Putting it on syllabus, is required. Pete it’s not in contract. KDD: The ADA statement is required. C. Wells: This is more important than my office hours. CJ: We could make a recommendation. C. Wells: We could make it a requirement. I think it’s significant. CS: We will follow up.

**F. VP – Finance – Lance Widman (pgs. 34-44)**

pp 38-39, 11/19 PBC Minutes: Some very big changes to required eligibility for BOG Fee Waivers are starting Fall 2016. This could have a significant impact on EC’s bottom line, although specifics are not known at this time. 50 % of our students are on fee waivers. William Garcia has given a full presentation on this to PBC, but not to senate. The impact on enrollment could be significant.

pp 40-41, 12/3 PBC Minutes: Some informative discussions about the Student Equity Plan, BP/AP 3500 Institutional Planning, and Strategic Plan Implementation. Dr. Shankweiler gave a great report on SEP, and Irene Graff from IR talked about institutional planning. And strategic plan implementation is what we’re working on.

pp 42-44, 1/7 PBC Minutes: Very informative presentations about the Student Success and Support Program (SSSP), and the Chancellor’s Budget Update of the Governor’s proposed 2016-17 State budget. The “budget dance” has just begun! Hearings have started in Sacramento. One concern is small COLA. M. Ichinaga: Regarding the Nov. 19 minutes, item 6 on page 39, in the library we’re trying to understand new student orientation. There is a requirement for orientation and an existing online orientation. CJ: This will go beyond that to help them navigate orientation, because they are still lost at registration. The RISE center is helping, and counselors, and the SEP office in the Administration building, and the Chem 108 lab for special groups. The in-person welcome is coming back, and there will still be an online component. It’s reported to the state and Title V, which Jaynie spoke about, required components. M. Ichinaga: On behalf of librarians, a lot of students need an orientation to the library. We would love to be a part of that. We’ve notified Mary Beth Barrios. CJ: Planning has just begun. M. Ichinaga: Could an instruction session under student equity money include the library? CJ: Check with Idania. The callout came in fall. Maybe you could piggyback on a funded program.

L. Widman: Emily Rader, the PBC alternate, is retiring. Josh Troesh has rallied and he is a quick learner. He will take Emily’s place, and maybe mine too in the fall. Welcome aboard and thank you.

**G. VP – Academic Technology – Pete Marcoux (pgs. 45)**

P. Marcoux: When are the laptops coming? I wish I knew. A third party company that takes games off of the Dell computers (and other programs,) they didn’t remove everything. Maybe they will come during the third week of February. IT has created new positions and done some hiring. Roseanne and I went to a GOOGLE conference in the desert on K12. They are doing amazing things. They assess using devices under No Child Left Behind. Chrome books are now the most widely used system. We’re trying to get that cool stuff too. The Tech conference and vendor fair is February 26th in the east dining room at 8:30 a.m. A speaker from Microsoft will present on their version of office. And Corinne will present, and etudes and canvas will present. The Chancellor’s Office favors canvas as the Community College Learning Management System (LMS.) We will have to make a choice. Distance Ed just had a retreat where they saw canvas up close. Non Distance Ed faculty use this stuff too. They offer free accounts for playing around with it. The senate should form a subcommittee and maybe devote a day to looking at Canvas. C. Gold: We need multiple voices and decisions. OEI includes other items, like proctoring services, and plagiarism detection software and a variety of tutoring services. In addition, there is a course exchange we could participate in. These are big conversations to have. CS: We should get the ball rolling and create a report. P. Marcoux: Chris and I will co-chair. J. Troesh: Regarding Office 365, how do impoverished students access it? P. Marcoux: they’ll tell us at the conference. After lunch the vendors give five-minute presentations and raffle gift cards. C. Wells: Is this a debate at the state level? C. Gold: Nope. The Chancellor’s office already chose Canvas. C. Gold: I think we should use Canvas, and there is a content migration tool, but it is work to change over, and there are personal connections to Etudes on this campus. P. Marcoux: There will be a cost, maybe. C. Gold: The OEI has a website where they post minutes. P. Marcoux: Our committee could create a rubric. E. Matykiewicz: Can we keep both? C. Gold: the Chancellor’s Office wants us to commit. It would be easier for students, and adjunct faculty if we adopted Canvas. They would only have to learn one LMS. C. Wells: Who decides? P. Marcoux: Administration. T. Muckey: My students contacted me through apps. S. Di Fiori: Canvas has an app, but it’s not functional with the free account.

**H. VP – Instructional Effectiveness/ Assessment of Learning Committee and SLO’s Update – Russell Serr (pgs. 46)**

Here is the goal of the Assessment of Learning Committee: (1) Implementing actions from 2015 ILO (communication) including writing across the curriculum. We’ll run a pilot program this semester. There is SEP money to implement ILO actions. We’re way ahead of last year’s ILO. Last time our sample size was too small. This semester we have designated faculty involved. By the end of the semester we should have all the data. We will review the quality of campus wide SLO/PLO assessments to identify best practices. Last semester we had 462 assessments scheduled, and 35 PLO’s. Faculty are still getting used to the process. The due date is February 5 and by then we should have a large percentage of submissions. Signup is high for the “entering data” workshops. The Program Review Committee is reviewing templates and creating a handbook for PR authors and new committee members. They should all be posted on the website. And five CTE reviews were completed. In 2016 we have fourteen full Program reviews scheduled, and 7 CTE 2-year reviews. It will all be covered in orientation meetings. C. Wells: What about the SLO assessment of individuals. R. Serr: ACCJC asked people to explore analyzing the demographic data for all SLO’s and PLO’s. It’s not a requirement, but they want us to think about it. A lot of programs already have it. If it’s coming it will be a challenge to handle that much work.

**4. SPECIAL COMMITTEE REPORTS**

A. ECC VP of Academic Affairs and ECC VP of Student and Community Advancement – Jean Shankweiler and Jeanie Nishime

Dr. Shankwieler: Enrollment is 3% low which is disappointing, and puts us behind, with1400 FTES borrowed from summer to make even. We’re looking at stabilization. We’re talking to Dr. Maloney, and enrollment management is a big thing. Dr. Nishime and I are working on an enrollment management plan. Chris already gave a facilities update, but you should also know that the Crenshaw frontage light is under review and we are creating options for making that safer. Something needs to be done. C. Wells: Could a second eight-week class session be opened? Dr. Shankweiler: They tried it in math and nobody enrolled. C. Wells: It might get students. Dr. Shankweiler: How many units? P. Marcoux: Is enrollment down statewide? Dr. Shankweiler: Of those that responded, most were down 3 – 1.5%. And some schools in Orange County are up. Winter session helps.

Dr. Nishime: Regarding the comprehensive master plan, a small steering committee will begin work Friday. It will have a different focus, with five-year goals, and Dr. Maloneys ideas and input too. Good news, ECC has been encouraged to apply for ASPEN award. We are one of 150 schools. We’ll determine our focus. If we win we will get a cash award. SBCC was a co-winner in the past. Last year’s winner was from Miami. Dr. Shankwieler: It’s a new award given every other year.

CJ: Release time has been increased for senate, an extra 1.7 % to be split up. It’s very well received. We know there is extra time involved.

**5.UNFINISHED BUSINESS**

A. A/P 5530 – Student Rights and Grievances – Chris Gold This procedure has updated language regarding student rights and grievances. There is no corresponding board policy. This procedure has gone through further discussion with William Garcia and the Union and has incorporated concerns brought forth by Senators at its first reading on October 20th. The 2nd reading will be further postponed until Chris G. can meet with Dean Garcia regarding the reporting channels. B. BP/AP 3710 – Use of Copyrighted Materials and BP/AP 3750 - Securing of Copyright – Chris Gold Both of these policies and procedures are being reviewed by Dean’s Council and will be brought back for a 2nd reading by the Senate in the spring. Chris G. will follow up with Academic Affairs.

**6. NEW BUSINESS**

None

**7. INFORMATION ITEMS –DISCUSSION**

**A. Reporting on sensitive issues – Chief Trevis, Mike Travis (attorney), Ann Garten**

A. Garten: Good afternoon. I’m community relations director, and you all know Chief Trevis. This is Mike Travis, an attorney for the district. Chris and Claudia asked at college council if we would come and speak to AS. M. Travis: When it comes to security and threats there are many legal considerations. Why weren’t we notified? Allegations may not be true, or the district has legal considerations for the accused. The college is withholding information on purpose. The administration works hard to keep people notified of threats. The Clery Act requires a yearly disclosure of crime on canvas. ECC uses the nixel system, which covers earthquakes, explosions, etc. It depends on an evaluation of the situation. Are people at risk in this situation?

Chief Trevis: The Clery act requires institutions of higher learning to report crimes and notify people of incidents on campus or district owned or controlled properties. We’re required to send stuff out, if its eminent, ongoing danger, most commonly, threats, active shooters, etc. We’ll do a nixel test in the future to see how quickly people get them. It goes to twitter and email. Advisories (through email) are things that have already happened. It's a follow up to the alert. Its up to your Police Department to validate threats. Some are pranks. We don’t want to alarm people. We care about everyone here. A. Garten: Factual information is different from online rumors. If your know journalists, they are in business to sell papers. Our information must be factual, and must consider due process and privacy rights. Other police jurisdictions may be involved. We’re looking for accuracy. Mike Travis will consider litigation. M. Travis: Clery act information is available on the campus websites.

L. Widman: What about some workshops? Chief Trevis: We do a number of safety workshops each semester. I’m working with Rocky Bonura to train building captains. T. Muckey: I’m not good at identifying problem students. Is there a program to better identify them? Dr. Shankweiler: Jan Schaffer, the campus psychologist has a “Distressed and Distressing Students” workshop. There’s free online training called cognito. Chief Trevis: If you have a concern, call us.

**8. FUTURE AGENDA ITEMS**

A. Bill Mulrooney – discussion regarding census, no-show and attendance reports; possibly looking at +/- grades B. Linda Gallucci – update on Hobson’s Early Alert (Starfish)

**9. PUBLIC COMMENT**

**10. ADJOURN**

The meeting adjourned at 1:54.pm

SD/ECC Spring16