**El Camino College Academic Senate 2018-2019 Goals: Progress Report**

*The Academic Senate’s annual goals reflect a commitment to “[advancing] an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making” (ECC Strategic Initiative C).*

1. **Ensure full faculty involvement in decision-making related to academic and professional matters (BP 2510)**

Measures:

* 1. Provide leadership for the college on issues related to Senate purview;
     1. *Educational Policies Committee supported college’s goal to establish and update legally required BP/APs by completing review, revision, and consultation process for 19 BP/APs, including nearly two-year review of BP/APs in response to faculty concerns (student discipline and professional development); Senate President serves at College Council Policy Days.*
     2. *Assessment of Learning Committee supports completion of more than one dozen program reviews each year and hundreds of assessments each semester; 95% of SLO assessments were completed for Fall 2018; ALC reports improved quality of assessments and evidence these are being used to improve teaching and student learning; ALC surveyed faculty to evaluate and improve processes; based on feedback, workshops are being added and templates are being revised to provide step-by-step instructions.*
     3. *College Curriculum Committee reviewed 20 new courses, 296 course revisions, 9 new certificates/programs, 10 certificate/program revisions, 194 Distance Education Addenda, 19 reactivations, and 1 inactivation; is overseeing Acalog (launched Spring 2019) and Curriculog (launching Fall 2019) development and implementation; revised By-Laws which were ratified by Senate; four of five CCC representatives with expiring terms renewed for 3-year terms; is supporting AB 705 compliance; completed curriculum certification process; revising certificates requirements to align with state mandates; reviewed 260 proposals and articulation agreements in Fall 2018.*
     4. *Distance Education Advisory Committee guides online learning efforts for the district; shifted oversight and implementation of training from Professional Development and Learning to Distance Education; is overseeing college’s participation in statewide online course exchange.*
     5. *Faculty Development Committee developed and Senate approved new Professional Development Plans required by Chancellor’s Office; FDC leads planning for Fall and Spring Professional Development Day and is consulting on Professional Development Needs Assessment.*
     6. *Senate President co-chairs faculty position prioritization process; co-chaired Program Evaluation Task Force which received board approval to discontinue Horticulture program; coordinated efforts of Evaluation Procedures Committee which revised faculty evaluation forms.*
     7. *Planning Documents, Instruments, and Initiatives: Senate consulted on numerous initiatives, including South Bay Public Safety Center, Budgeting Processes, Accreditation processes and Quality Focus Essay, International Student Program, Strategic Planning, SENSE, Measuring College Outcomes, Guided Pathways Assessment, Student Equity Plan, and Goal-Setting for Metrics for Success.*
     8. *Senate Constitution and By-Laws revised to add optional speaking limits, refer to “part-time” instead of “adjunct” faculty, include Associated Student Organization representative an ex officio member, outline appropriate topics for and flexibility in the order of business for Senate agendas.*
  2. Arrange faculty representation on local and statewide senates and on campus committees;
     1. *New president and secretary appointed to start 2019-2020; Four vice presidents were elected to another term: Academic Technology, Education Policies, Faculty Development, and Finance & Special Projects; interim VP Finance and Special Projects served spring 2019.*
     2. *Senate represented on hiring, collegial consultation, and campus committees (e.g. task forces for associate degree, faculty prioritization process, scheduling for student success).*
     3. *To prevent gaps in representation, Senate Constitution revised to ensure senators for the upcoming year are in place before the end of the current year;*
        1. *For 2018-2019: 11 senator vacancies filled, including 6 new senators and 5 elected to another term;*
        2. *For 2019-2020: 25 senator vacancies filled, including 6 new senators and 19 elected to another term;*
     4. *Faculty participated in statewide senate Area and Plenary meetings; VP Ed Policies/President-Elect serves on statewide resolutions committee; incoming Secretary attending Faculty Leadership Institute; four faculty/administrators attending Curriculum Institute in summer.*
  3. Provide faculty leadership for the effective utilization of academic technology at the college;
     1. *Academic Technology Committee consults and briefs Senate on numerous technology-related initiatives on campus; advising college on strategies to addressed decreased technology funding; reviewed and revised committee’s mission; overseeing task force for becoming a “bring your own device” campus; revived Spring Technology Campus and facilitated other training opportunities (e.g., Microsoft Teams training), consulting on developing a new Innovation Center.*
  4. In collaboration with the ECC Federation of Teachers, facilitate implementation of flex credit matrix and policies;
     1. *Faculty Development Committee implemented new flex credit matrix and policies and supported implementation of new flex reporting system in Spring 2019; Senate and FDC responded to faculty concerns about implementation of new system (system limitations, need for proactive training and tech support, improved communication, respect for faculty purview and professional judgement); collaborated with Professional Development to identify implementation challenges, propose strategies, and communicate progress; FDC developing appeal process for flex submissions.*
  5. In collaboration with Academic Affairs and ECC Federation of Teachers, facilitate the collegial consultation and implementation process for revised faculty evaluation surveys and forms;
     1. *Evaluation forms were revised to improve fairness and consistency, support professional growth and learning, and enhance usability; collegial consultation completed and Academic Senate approved revised forms; shift to online forms in progress.*
  6. Develop a user-friendly and informative resource for minimum qualifications and the equivalency process;
     1. *Information on local and state minimum qualifications and equivalency process has been developed and will be posted to Senate website.*
  7. Maintain communication and effective collaboration with ECC Federation of Teachers.
     1. *Presidents of Senate and Federation worked closely on Evaluation Procedures Committee to revise faculty evaluation forms and collaborate regularly (e.g., through College Council, BOT, on committee appointments); ECCFT represented on Ed Policies and Faculty Development Committees and leaders are ex officio members of Senate; presentations at Senate meetings by ECCFT president and executive director.*

1. **Strengthen faculty involvement in the activities of the Academic Senate**

Measures:

1. Arrange a Senate orientation at the start of the academic year;

*Interactive orientation provided at first meeting including Senate purview, shared governance, senator expectations, ed policies processes, college mission, overview of meeting packets;*

*Handbook updated, distributed to all senators, posted to Senate website;*

*Progress report provided on previous year’s goals and new goals adopted; all are published in packet and on Senate website.*

*Before each meeting, senators receive overview of packet contents to encourage consultation with constituents and prepare for meetings; at meetings and in meeting notes provide background and context for issues considered by Senate;*

*Ongoing “orientation” provided through deans’ introductions at Senate meetings and informational presentations.*

1. Provide regular, ongoing communication with all faculty;
   1. *Packets and meeting notes are distributed to all faculty and posted on Senate website.*
   2. *Reporters are identified for each division (senators who provide leadership in communicating Senate activities to division faculty).*
   3. *ECC faculty encouraged to participate in statewide events such as ASCCC plenary and institutes which are advertised on the faculty listserv, discussed in Senate meetings, and included in Senate packets.*
   4. *Faculty Development Committee coordinates more than 20 programs and co-coordinates more than 40 programs each year, including Fall & Spring Professional Development Day, Getting the Job Workshop Series, Informed and Inspired Lunchtime Faculty Development Series, Faculty Book Club. Expanded faculty learning opportunities were offered through a new initiative, Wellness Warriors, a collaboration between Academic Senate, Health Sciences and Athletics, and Classified Professional Development.*
   5. *Faculty Development Committee coordinates recruitment, selection, and recognition of annual Outstanding Adjunct Faculty Award and Achievement Awards for Distinguished Teaching and Student Learning.*
2. Encourage greater participation of senators in meetings and other activities of Senate, including Senate e-board, subcommittees and task forces;
   1. *The following faculty appointed to statewide positions:*
      * *Guided Pathways Liaisons: Janice Pon-Ishikawa & Jenny Simon*
      * *Legislative Liaison: Chris Wells*
      * *Non-Credit Liaison: Matt Kline*
      * *OER Liaison: Mary McMillan*
      * *Julia Land, Basic Needs Advisory Group, ASCCC*
      * *Darcie McClelland, Resolutions Committee, ASCCC*
3. Continue initiatives to recognize faculty who achieve tenure.
   1. *In collaboration with ECC President and VPAA, continued annual tenure reception; faculty achieving rank were recognized with certificates and letter of congratulations as well as recognition by VPAA on faculty listserv.*
4. **Support the college’s institutional effectiveness goal that more students from our diverse communities will attain educational success and achieve their academic goals.**

Measures:

1. Support Compton College’s independent accreditation through regular Senate communication, collaboration with faculty leaders, and by updating the ECC Constitution;
   1. *Senate Constitution and By-Laws revised, approved, and ratified by faculty to reflect end of partnership.*
   2. *Compton Academic Senate president serves on ECC executive board; Compton President or Vice President reported at each Senate meeting.*
   3. *ECC Curriculum Chair worked closely with Compton College to support establishment of independent curriculum processes.*
2. Foster awareness of and encourage faculty involvement in the local implementation of statewide initiatives for student success, equity, enrollment, retention and completion, including AB 705 and Guided Pathways;
   1. *Informed & Inspired workshop series supported statewide initiatives with topics focused on culturally responsive teaching, preparing for Generation “Z,” Native Hawaiian and Pacific Islander students, and Foster Youth.*
   2. *Ongoing collaboration with First Generation, Equity, and Dreamers initiatives through senate representatives and presentations at Senate meetings.*
   3. *Through meetings, packets, and meeting notes, faculty informed of statewide initiatives and Senate consulted on noncredit efforts, Guided Pathways, AB 705.*
3. Support Enrollment Management initiatives through ongoing communication and faculty involvement, including sharing of resources to support student success.
   1. *In collaboration with Outreach and School Relations, Senate supported efforts to distribute 1300 “Ask Me” buttons; new Spanish-language buttons implemented in Fall 2018; program will receive funding to support institutionalization starting Fall 2019.*
   2. *Recommended syllabus statements were updated to address child abuse, gender-based, and sexual assault reporting requirements, Americans with Disabilities Act, Student Resources, the Student Success Act, Certificates and Degrees, Food and Housing Insecurity, Resources for Undocumented Students, Academic Honesty, and Recording in the Classroom.*
   3. *In collaboration with Counseling, Senate provided student resources to faculty related to petitions to graduate, new appointment system, and majors drop-in hours; resources for First-Gen and undocumented students; academic and support services, including those for undocumented students and students experiencing food and/or housing scarcity.*

*Goals approved by ECC Academic Senate 9.18.18; progress updated 7.23.19*