



Academic Senate of El Camino College 2010-2011

May 3, 2011

AC152, 16007 Crenshaw Boulevard
Torrance, CA 90506-0001 (310) 532-3670 x3254
www.elcamino.edu/academics/academicssenate/

Officers & Executive Committee

President	Christina Gold	Co-VPs Faculty Development	Briita Halonen & Cristina Pajo
VP Compton Educ'l Center	Saul Panski	VP Finance and Special Projects	Lance Widman
Curriculum Chair	Lars Kjeseth	VP Legislative Action	Chris Wells
VP Educational Policies	Chris Jeffries	Secretary	Claudia Striepe

Senate Mailing List

<u>Adjunct</u>	(1 yr term)	<u>Health Sci & Athletics/Nursing</u>	<u>Natural Sciences</u>
Sue Ellen Warren	11	Tom Hazell*	10
Leah Pate	11	Tom Hicks	10
		Mina Colunga	12/13
<u>Behavior & Social Sciences</u>		Pat McGinley	12/13
Randy Firestone	11/12	_____ (vacant)	11/12
Christina Gold	10/11		
Michelle Moen	11/12		
Lance Widman*	10/11	<u>Humanities</u>	
Michael Wynne	11/12	Brent Isaacs	11/12
		Peter Marcoux	11/12
<u>Business</u>		Kate McLaughlin	11/12
Phillip Lau	11/12	Briita Halonen	11/12
Jay Siddiqui*	11/12	Jenny Simon	11/12
_____ (vacant)	12/13		
		<u>Industry & Technology</u>	
<u>Compton Educational Center</u>	(1 yr term)	Patty Gebert	12/13
Jerome Evans	10/11	Harold Hofmann	12/13
Chris Halligan	10/11	Lee Macpherson	12/13
Tom Norton	10/11	Douglas Marston*	12/13
Saul Panski	10/11	Merriel Winfree	12/13
Estina Pratt	10/11		
Darwin Smith	10/11	<u>Learning Resource Unit</u>	
<u>Counseling</u>		Moon Ichinaga	10/11
Cristina Pajo	11/12	Claudia Striepe*	10/11
Brenda Jackson*	10/11		
Chris Jeffries	10/11	<u>Mathematical Sciences</u>	
		Michael Bateman	12/13
<u>Fine Arts</u>		Hamza Hamza	13/14
Ali Ahmadpour	11/12	Greg Fry	10/11
Randall Bloomberg	11/12	Susan Taylor	11/12
Mark Crossman	11/12	Paul Yun*	10/11
Patrick Schulz	11/12		
Chris Wells*	11/12		
			<u>Academic Affairs & SCA</u>
			Francisco Arce
			Karen Lam
			Jeanie Nishime
			Claudia Lee
			<u>Associated Students Org.</u>
			Jessica Lopez
			Dalal Budri
			<u>President/Superintendent</u>
			Thomas Fallo
			<u>The Union</u>
			Editor
			<u>Division Personnel</u>
			Jean Shankweiler
			Don Goldberg
			Tom Lew
			<u>Counseling</u>
			Ken Key
			<u>Ex-officio positions</u>
			ECCFT President
			Elizabeth Shadish
			Nina Velasquez
			Curriculum Chair
			Lars Kjeseth
			<u>Institutional Research</u>
			Irene Graff
			Carolyn Pineda

Dates after names indicate the last academic year of the senator's three year term, except for Compton senators who serve one-year terms. For example 11/12 = 2011-2012.

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



Academic Senate of El Camino College 2010-2011

May 3, 2011

AC152, 16007 Crenshaw Boulevard
Torrance, CA 90506-0001 (310) 532-3670 x3254
www.elcamino.edu/academics/academicssenate/

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, usually)

FALL 2010

September 7	DE Conference Room
September 21	DE Conference Room
October 5	Alondra Room
October 19	Alondra Room
November 2	DE Conference Room
November 16	Alondra Room
December 7	Alondra Room

SPRING 2011

March 1	Alondra Room
March 15	Alondra Room
April 5	Alondra Room
April 19	Compton Board Room
May 3	Alondra Room
May 17	Alondra Room
June 7	Alondra Room

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

FALL 2010

September 9	Board Room
September 23	Board Room
October 7	Board Room
October 21	Board Room
November 4	Board Room
November 18	Board Room
December 9	Board Room

SPRING 2011

March 3	Board Room
March 17	Board Room
April 7	Board Room
April 21	Board Room
May 5	Board Room
May 19	Board Room
June 2	Board Room



Academic Senate of El Camino College 2010-2011

May 3, 2011

AC152, 16007 Crenshaw Boulevard
Torrance, CA 90506-0001 (310) 532-3670 x3254
www.elcamino.edu/academics/academicssenate/

AGENDA & TABLE OF CONTENTS

		Pages
A. CALL TO ORDER (12:30)		
B. APPROVAL OF MINUTES		5-9
C. OFFICER REPORTS	A. President B. VP – Compton Center C. Chair – Curriculum D. VP – Educational Policies E. Co-VPs – Faculty Development F. VP – Finance G. VP – Legislative Action	10-21 22-24 25-27 28-32
G. SPECIAL COMMITTEE REPORTS	A. Assessment of Learning Committee	
H. UNFINISHED BUSINESS	A. Draft ASCCC Resolution Re: Elimination of CSU Service Areas	33-39
B. NEW BUSINESS	A. Administrative Procedure 6160: District Computer and Network Use Policy	40-43
C. INFORMATION ITEMS – DISCUSSION	A. The ECCFT/Academic Senate Agreement	44-45
A. FUTURE AGENDA ITEMS		
B. PUBLIC COMMENT		



Academic Senate of El Camino College 2010-2011

May 3, 2011

AC152, 16007 Crenshaw Boulevard
Torrance, CA 90506-0001 (310) 532-3670 x3254
www.elcamino.edu/academics/academicssenate/

C. ADJOURN		
-------------------	--	--

Committees

<u>NAME</u>	<u>CHAIR</u>	<u>DAY</u>	<u>TIME</u>	<u>ROOM</u>
<u>Senate</u>				
ASSESSMENT OF LEARNING (SLOs)	Jenny Simon	2 nd & 4 th Mon.	2:30-4:00	Library 202
COMPTON ACADEMIC SENATE	Saul Panski	Thursdays	1:00-2:00	CEC Board
COMPTON FACULTY COUNCIL	Saul Panski	Thursdays	2:00-3:00	CEC Board
CURRICULUM	Lars Kjeseth		2:30-4:30	Board Room
EDUCATION POLICIES	Chris Jeffries	2 nd & 4 th Tues.	12:30-2:00	SSC 106
PLANNING & BUDGETING	Arvid Spor	1 st & 3 rd Thurs.	1:00 – 2:30	Library 202
FACULTY DEVELOPMENT	Briita Halonen Cristina Pajo	2 nd & 4 th Tues	1:00 – 1:50	West Lib. Basement
CALENDAR	Jeanie Nishime	Sep 30	3pm	Board Room
ACADEMIC TECHNOLOGY	Jim Noyes, Virginia Rapp	Sep 24 Nov 12	12:30 – 2:00 pm	Library 202
<u>Campus</u>				
ACCREDITATION	Jeanie Nishime, Arvid Spor, Evelyn Uyemura			
BOARD OF TRUSTEES	Ray Gen	3 rd Mon	4:00	Board Room
COLLEGE COUNCIL	Tom Fallo	Mondays	1:00-2:00	Adm. 127
DEAN'S COUNCIL	Francisco Arce	Thursdays	9:00-10:30	Library 202
CAMPUS TECHNOLOGY	.			
ENROLLMENT MANAGEMENT	Arvid Spor	1 st & 3 rd Thurs	9-10:00 am	Library 202

ACADEMIC SENATE ATTENDANCE

19th APRIL 2011 COMPTON EXUCATIONAL CENTER

Adjunct

Warren, Sue Ellen X

Pate, Leah

Behavioral & Social Sciences

Firestone, Randy

Gold, Christina X

Moen, Michelle EXC

Widman, Lance EXC

Wynne, Michael

Business

Siddiqui, Jay X

Philip S. Lau

Hull, Kurt

Counseling

Jackson, Brenda EXC

Jeffries, Chris X

Pajo, Cristina X

Fine Arts

Ahmadpour, Ali

Bloomberg, Randall

Crossman, Mark

Schultz, Patrick EXC

Wells, Chris X

Health Sciences & Athletics

Colunga, Mina X

Hazell, Tom

Hicks, Tom

McGinley, Pat

Rosales, Kathleen

Humanities

Halonen, Briita

Isaacs, Brent EXC

Marcoux, Pete EXC

McLaughlin, Kate X

Simon, Jenny X

Industry & Technology

Gebert, Pat

Hofmann, Ed

MacPherson, Lee

Marston, Doug

Winfree, Merriel X

Learning Resources Unit

Ichinaga, Moon X

Striepe, Claudia EXC

Mathematical Sciences

Bateman., Michael

Fry, Greg

Hamza, Hamza X

Taylor, Susan EXC

Yun, Paul

Natural Sciences

Doucette, Pete EXC

Herzig, Chuck

Jimenez, Miguel

Palos, Teresa

vacant

Academic Affairs & SCA

Chapman, Quajuana

Arce, Francisco X

Nishime, Jeanie X

Lee, Claudia

Assoc. Students Org.

Budri, Lala

Lopez, Jessica

Compton Education Center

Jerome Evans

Norton, Tom X

Saul Panski X

Estina Pratt X

Halligan, Chris X

Ex – officio positions

Shadish, Elizabeth

Kjeseth, Lars X

Deans' Rep., Guests/Other Officers:

Barbara Perez X

Carolyn Pineda X

David Vakil X

The Academic Senate meeting was called to order by Academic Senate President Gold at 12:45 p.m. There was a deliberate delay in starting the meeting to accommodate the travel of ECC/Crenshaw Senators to the Board Room at the Compton Education Center. Although there appeared to be an insufficient number of Senators present to constitute a quorum, President Gold indicated that there were no items on the agenda which required a vote, other than approval of the last meeting's minutes.

Approval of April 5 Meeting Minutes

The production of the minutes was rushed because of the spring break, and as a result, there were some typos. Contingent on correction of the typos, the minutes were approved.

REPORTS OF OFFICERS

President's report—Christina Gold (henceforth CG)

[See packet pp. 12-17]

- One of the discussion topics during the most recent College Council meeting has been the slow movement of policies and procedures through the approval process prior to presentation to the Board. Dr. Nishime introduced a transmission tracking form, the use of which should help speed the process.
- Now only five of the original 20 faculty positions have been approved for hiring. Dr. Arce identified the five positions to be in the areas of ceramics, welding, fire technology, geography, plus one other that he could not recall. Depending on the budget scenario that eventually develops, there could be no positions authorized for filling.
- In terms of facilities work, the campus paving projects are coming to an end. The remodeling of the BSS building is on track to be completed in the summer.
- “The Academic Senate Guidelines for Budget Cuts and Reductions” have been distributed to the College Council and the Board of Trustees. Also, the document will be given to the PBC.
- CG attended the state Academic Senate Plenary session last week. Much of the session focused on SB 1440 and the transfer model curriculum. Many of the campuses are creating or reconsidering program discontinuance policy/procedures. Quite a few of the resolutions dealt with repeatable courses, and there was considerable debate on this topic. The general conclusion was that any limitations on repeatability should be considered very carefully. Mr. Wells asked what happened on the resolution requiring community education classes to be considered by Curriculum Committees. CG could not recall the details, but Mr. Kjeseth noted that community education classes are not currently within the scope of the ECC Curriculum Committee's work.
- Senate Unit Plan: CG has been reorganizing the Plan and considering the opinions of faculty expressed at the Plenary. CG believes that there needs to be an ECC educational campaign regarding the role of the Senate. Any ideas regarding this should be communicated to her.
- Some information about a pilot program to speed up the processing and online publishing of student survey results is provided on p. 16.
- The schedule for Program Review during this spring term is included in the packet on p. 17 as an informational item.
- ECC/Crenshaw's “Hands Across California” event in support of community colleges took place this past Sunday. The corresponding event for the CEC took place a couple of weeks ago.

- The CEC’s Faculty Council has invited the ECC/Crenshaw Senators to an April 21 update on the state budget, featuring Brian Ha, Membership Director of FACC (Faculty Association of California Community Colleges) to be held in the CEC Board Room.

Chair, Curriculum Committee—Lars Kjeseth (LK)

LK apologized to L. Widman (absent) for failing to send before the spring break, as promised, an email note to faculty about developing SB1440 transfer degrees. That email note will be sent soon.

V.P., Compton Center—Saul Panski (SP)

The CEC Faculty Council has ratified the proposed revised by-laws. The Compton faculty is voting on the by-laws today.

V.P., Educational Policies Committee—Chris Jeffries (CJ)

See Minutes of last meeting on pgs. 18-19. The next Committee meeting is scheduled for Tuesday, April 26, at 1 p.m.

Co-V.P., Faculty Development Committee--Christina Pajo (CP)

CP reminded all faculty to complete the Faculty Development Survey that was emailed recently.

V.P., Legislative Action—Chris Wells (CW)

Chris reported that at the federal level, there has been a great deal of discussion regarding the possible elimination of Pell Grants for summer. There has also been a suggestion to start the accumulation of interest on Pell Grants as soon as a student starts graduate school.

UNFINISHED BUSINESS

Faculty Concerns & Comments – November 2010 Draft Campus Standards – CG

The Director of Facilities Planning and Services, Bob Gann, has responded to CG’s email about faculty concerns. See pgs. 20-26. CG noted that the 20 square feet per student formula implemented in recent ECC construction compares favorably to the Chancellor’s standard of 15 square feet per student.

Response of the Deans and V.P., Academic Affairs, to Program Viability Policy (AP/BP 4021) --CG

A meeting of the Deans, the V.P. of Academic Affairs, and the people involved in the drafting of the Program Viability Policy will be convened to discuss comments.

“Course Reductions for Consideration on the Torrance Campus”—CG [See p. 31.]

CG asked for guidance on whether the Senate wants to continue working on this document or not. Mr. Wells indicated that he wanted further discussion, but was uncertain as to the best forum. Mr. Kjeseth recommended the formation of an ad-hoc task group that would include Senators and representatives of other constituencies. Dr. Arce suggested that the Senate might want to work with the Enrollment Management Committee during its meetings. However, Mr. Wells noted that not many teaching faculty would be able to participate because of class conflict with the Committee meeting schedule, and

recommending holding a couple of meetings during the college hour. CG concluded that we will proceed with further work on the document, with a smaller group of people.

NEW BUSINESS

Draft ASCCC Resolution Re: Elimination of CSU Service Areas—CG and C. Wells [See pgs. 32-36]

CW presented a draft resolution for the ECC Academic Senate to challenge the policy of local area access priority to CSUs as a discriminatory practice which should be eliminated. The draft resolution would have ECC (including the CEC) file a complaint with the Office of Civil Rights, United States Department of Education, and requests that the Academic Senate for California Community Colleges join in the complaint.

He has worked with Irene Graff in IR to provide charts and a graph of CSULB's admission rates for ECC and a few other Southern California community colleges. It indicates that the ECC admit rate into CSULB has fallen from 64% in fall, 2007 to 26% in the fall, 2010, primarily because of the implementation of Local Area Access priorities. ECC has no priority admissions arrangement with any CSU. Long Beach City College students get priority admissions into CSULB. Golden West College and Orange Coast College students get priority admissions to CSULB and CSU Fullerton. [MI's note based on the charts and graph: The admit rates for these other colleges have fallen also during the same period, but not as significantly.] Furthermore, local area admissions priorities impact our ability to recruit students. CEC students actually lose the priority for CSULB that they would have as high school graduates from the Compton area when they attend ECC/CEC. According to CW, the grade standards for CSULB admission also vary by community college. ECC Communication Studies majors must have a 3.2 GPA to be considered, while priority Local Area Access students need only have a 2.0 GPA. SB 1440 and the actions of the Legislative Analyst Office further reinforce Local Area Access priorities. CW believes that the Local Area Access policy has been set by the CSU Chancellor's Office.

Dr. Nishime remarked that President Fallo is very concerned about this issue relative to CSULB admissions and has sent a letter of appeal to Chancellor Reed. The Administration will be following up on this matter. SB 1440 exacerbates the situation since it guarantees admission to the Local Area Access CSU for recipients of A.A. transfer degrees, and ECC has no Local Area Access CSU for admissions priority. Her understanding is that ECC has no designated local area admissions priority with any CSU because of our access to CSUDH, which is close and not "impacted," i.e. not a campus that traditionally receives many more applicants than it can accept. However, Mr. Kjeseth pointed out that CSUDH is commonly perceived to be a "lower quality CSU" compared to CSULB and others. He also recommended more study of the data and the potential outcomes of various strategies. The appeal to the Office of Civil Rights might lead to an undesirable outcome such as the designation of CSUDH as our Local Area Access priority CSU. C. Wells responded by saying that the issue is not new, the state Academic Senate has supported resolutions in the past that called for remedies but to no avail. The situation calls for aggressive action. Mr. Panski remarked that he thought that we should wait to see what happens with the letter of appeal before taking further action.

Mr. D. Vakil thought that any ECC Academic Senate action would be more effective if it was in concert with the Academic Senates of other community colleges. Ms. B. Perez expressed the opinion that since the CSUs are regulated by the state legislature, the same body that passed SB 1440, it would be more

effective to work through the legislature rather than the Office of Civil Rights. Dr. Arce recommended that we should contact State Senator Padilla, if we implement the dual strategy of organizing the Academic Senates and working with the state legislature.

CG summarized as follows:

- Passing the proposed resolution is still a possibility that can be considered.
- There will follow-up on the letter of appeal.
- Further research will be conducted on the outcome(s) if any of previous state Academic Senate resolutions on the issue.
- The Academic Senates of local community colleges such as Santa Monica and Cerritos, which are in similar disadvantaged situations, will be contacted.

Dr. Nishime added another recommendation: communication with the Board of Governors as to the unintended consequences of SB 1440. Dr. Arce mentioned that Ann Garten is ECC's liaison with the state legislature.

PUBLIC COMMENT

None.

ADJOURN

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

MI-4/20/2011

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting April 18, 2011

Present: Francisco Arce, Thomas Fallo, Ann Garten, Irene Graff, Jo Ann Higdon, Jessica Lopez, David Mc Patchell, Jeanie Nishime, Susan Pickens, Elizabeth Shadish, Luukia Smith, and Lynn Solomita.

1. Board Agenda
 - a. Introductions of Dr. Genethia Hudley-Hayes, Special Trustee and Dr. Keith Curry, Interim Chief Executive Officer, Compton Community College District.
 - b. Citizens' Bond Oversight Committee Annual Report and Audit presentation by Frances Mullan.
 - c. 2011 Accountability Reporting for the Community Colleges presentation by Irene Graff.
 - d. Page 50 #4 corrections – Willocks should read Willcocks, Class II, Step 5 should be Class IV Step 5, and Class II, Step 9 should be Class IV Step 9.
 - e. Page 53 # 21 corrections – Britta Halonene should be Briita Halonen, and Great Hendricks should be Greta Hendricks.
 - f. Page 48 – Apple Store PO is for mobile computer lab.
 - g. Page 43 – ECCFT still has a problem with negotiable items being listed. The only change to this document is the inclusion of the website where questions can be asked. Six questions have been received so far.
 - h. Page 41 – Fund 11 PO for Facebook is for advertising. Our web developer maintains ECC Facebook and Twitter feeds.
 - i. Page 42 – Fund 12 – B0410982 and B0410983 are being pulled.
2. ITS has set up a product called “MOX” through Datatel that is an online application where students can look at their course list and do degree audits from their iPhone or Android phones. Ann will find out how many apps were downloaded.
3. ECC 2011-12 Budget Planning Proposal – We are probably between options two and three and are going with five faculty hires right now.
4. 2011 Accountability Reporting for the Community Colleges was distributed and reviewed.
5. Policy/procedure transmission form was reviewed and changes were suggested. This is a tracking form only.

Agenda for the April 25, 2011 Meeting:

1. Minutes of April 18, 2011
2. Policy/Procedure Transmission Form
3. Grant Application form
4. BP & AP 4021 – Program Viability, Intervention and Discontinuance (back 4/18/11)
5. BP & AP 3750 - Use of Copyrighted Materials (back 4/25/11)

College Council Goals 2010-2011

1. Continue to improve internal college communications.
2. Increase the amount of recognition for work well done.
3. Continue to incorporate evidence-based decision making when evidence is available.
4. Communicate accreditation eligibility issues facing the College throughout the year.
5. Support, review, and discuss results of a Student Campus Climate survey.
6. Define and discuss the issue of employee morale and student satisfaction at both locations. Support initiatives to improve employee morale and student satisfaction as defined by campus discussions.
7. Complete 10 + 1 policies and accompanying procedures.
8. Continue to build a sense of community.

a) Policies Completed:

- 1) BP 4020-Program, Curriculum, and Course Development, adopted 07/19/10
- 2) BP 4100-Graduation Requirements for Degrees and Certificates, adopted 07/19/10
- 3) BP & AP 5055 – Enrollment Priorities first reading on April 18, 2011
- 4) BP 7310 – Nepotism –first reading on April 18, 2011

b) Policies Pending:

- 1) BP 2350 – Speakers – going to Board for first reading on April 18, 2011 (pulled)
- 2) BP & AP 4021 – Program Viability, Intervention and Discontinuance
- 3) BP & AP 3750 Use of Copyrighted Materials

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting April 25, 2011

Present: Francisco Arce, Thomas Fallo, Ann Garten, Irene Graff, Jo Ann Higdon, Jessica Lopez, Jeanie Nishime, Susan Pickens, Gary Robertson, Elizabeth Shadish, Luukia Smith, and Lynn Solomita.

1. BP 2350 Speakers was pulled from the Board of Trustees agenda. It is unclear whether the non-consent agenda includes presentations. We will bring the policy back along with last month's Board of Trustees agenda for discussion.
2. 4-18-11 Minutes correction: 1e. Brita Halonen should be Briita. Lynn will make sure the correct spelling is on the paperwork.
3. The updated Procedure/Policy Transmission Cover Sheet was reviewed. It was decided to remove the second column and only have a date column. It was also decided to add every group and use as a check list. The Title 5 section will also be removed. This will be revised and brought back next week.
4. BP 5025 – Foreign Students (Visa) was distributed. This policy will be deleted it is obsolete and is covered by another policy. This will be brought back next week.
5. BP & AP 3750 – Use of Copyrighted Material will be brought back next week.
6. BP & AP 4021 – Academic Program Viability, Intervention, and Discontinuance will be brought back next week.
7. The Grant Application form will be emailed to College Council and discussed next week. There will also be discussion to determine if an appeals process is needed.

Agenda for the May 2, 2011 Meeting:

1. Minutes of April 25, 2011
2. Team Reports
3. Campus Climate Survey
4. ASO Smoking Proposal
5. Policy/Procedure Transmission Form
6. Grant Application form
7. Report on Programs with no Degrees or Certificates
8. BP & AP 4021 – Program Viability, Intervention and Discontinuance
9. BP & AP 3750 - Use of Copyrighted Materials
10. BP 2350 – Speakers
11. BP 5025 – Foreign Student (Visa) – Deletion
12. BP 6160 – El Camino Community College District E-Mail, Internet & Network Use

College Council Goals 2010-2011

1. Continue to improve internal college communications.
2. Increase the amount of recognition for work well done.
3. Continue to incorporate evidence-based decision making when evidence is available.
4. Communicate accreditation eligibility issues facing the College throughout the year.
5. Support, review, and discuss results of a Student Campus Climate survey.
6. Define and discuss the issue of employee morale and student satisfaction at both locations. Support initiatives to improve employee morale and student satisfaction as defined by campus discussions.
7. Complete 10 + 1 policies and accompanying procedures.
8. Continue to build a sense of community.

a) Policies Completed:

- 1) BP 4020-Program, Curriculum, and Course Development, adopted 07/19/10
- 2) BP 4100-Graduation Requirements for Degrees and Certificates, adopted 07/19/10
- 3) BP & AP 5055 – Enrollment Priorities first reading on April 18, 2011
- 4) BP 7310 – Nepotism –first reading on April 18, 2011

b) Policies Pending:

- 1) BP 2350 – Speakers – going to Board for first reading on April 18, 2011 (pulled)
- 2) BP & AP 4021 – Program Viability, Intervention and Discontinuance
- 3) BP & AP 3750 Use of Copyrighted Materials
- 4) BP 5025 – Foreign Student (Visa) – Deletion
- 5) BP 6160 – El Camino Community College District E-Mail, Internet & Network Use

DRAFT
El Camino College
Change in Administrative Procedure or Board Policy
Transmittal

Administrative Procedure
 Board Policy

New
 Deletion
 Revision of Existing

Board Policy/Administrative Procedure (name and #):

CCLC Template ___ Yes ___ No

Legal Counsel ___ Yes ___ No

Consultative Checklist

Vice President/Designee	Date Action Taken
Academic Senate +	
Area Council	
Area Management Team	
Associated Students *	
Cabinet	
College Council	
Council of Deans	
Faculty Union *	

* if appropriate + always on academic and professional matters 4000 series BP

APPLICABLE TO BOTH ACADEMIC ACADEMIC AND NON-ACADEMIC MATTERS:

Board of Trustees (Board Policies)	Date	Posted to the WEB	Date
<p>Area Administrator – NOW THAT THE POLICY HAS CHANGED...did you?</p> <p><input type="checkbox"/> Notify everyone in your area that this policy may affect?</p> <p><input type="checkbox"/> Check to make sure that any forms used to carry out this policy have been changed?</p> <p><input type="checkbox"/> Contact the person(s) responsible for changing the language in the catalog and schedule?</p> <p><input type="checkbox"/> Contact IT if programming changes are needed to implement policy?</p> <p><input type="checkbox"/> Contact the President's Office to ensure the web is updated?</p> <p><input type="checkbox"/> Verify that an all campus announcement was made regarding the policy change?</p>		<p>COMMENTS:</p> 	

El Camino College
Preliminary Grant Proposal Request

Name: _____ Division: _____ Department: _____
Title: _____ Email: _____

Funding/Grant Project Proposal:

Does this grant support the mission of El Camino College? Yes No

“El Camino College offers quality, comprehensive educational programs and services to ensure the educational success of students from our diverse community.”

Which strategic initiative(s) does this grant support? *Strategic Initiative*

Strategic Initiative A: Enhance teaching to support student learning using a variety of instructional methods and services.

Strategic Initiative B: Strengthen quality educational and support services to promote student success.

Strategic Initiative C: Foster a positive learning environment and sense of community and cooperation through an effective process of collaboration and collegial consultation.

Strategic Initiative D: Develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the workforce training and economic development needs of the community.

Strategic Initiative E: Improve processes, programs, and services through the effective use of assessment, program review, planning, and resource allocation.

Strategic Initiative F: Support facility and technology improvements to meet the needs of students, employees, and the community.

Strategic Initiative G: Promote processes and policies that move the College toward sustainable, environmentally sensitive practices.

What benefit does this grant provide to the students of El Camino College?

What benefit does this grant provide to the college?'

El Camino College
Preliminary Grant Proposal Request

Project Type:

If this application is for a specific grant, please complete the items below:

Funding agency: _____ (e.g. Dept. of Education, NSF, Chancellor's Ofc.)

Amount of grant:

Length of grant: _____ One time _____ On-going

Indirect charges (percentage of grant):

Does this grant obligate the college to continue activities or personnel costs when grant funding is terminated? Yes No

Deadline for submission of application:

Research:

1. Will baseline data be required for the grant application? Yes No
2. Will the grant require considerable data reporting (e.g. cohort tracking, annual progress reports, surveys)? If so, funding for research support should be budgeted. Yes No

Will this be a collaborative project involving other partners? If yes, please list any known or anticipated partners:

APPROVALS

Division Dean approval to proceed: _____

Date: _____

Vice President approval: _____

Date: _____



Associated Students Organization's Proposal for Smoking on Campus

Written By: Jasmine Hormati

April 7, 2011

We, the Associated Students Organization (ASO) of El Camino College, do hereby support the creation of designated smoking areas on the El Camino College campus. We further agree with the assessment made by the American Cancer Society that, “non-smokers who breathe in secondhand smoke take in nicotine and other toxic chemicals just like smokers do.” We find this to be unjust and unhealthy to those persons on our campus who do not smoke. It is not our desire to compromise the rights of those persons on the El Camino College campus who do smoke; however, it is our duty to protect the health and well being of the majority of persons on the El Camino College campus. Therefore, we find it necessary and proper for the creation of designated smoking areas on the El Camino College campus.

- ~~1. The intent of foreign student admission at El Camino College is to offer education and training to citizens of other countries who will return to those nations at the completion of programs here or in transfer institutions, with the possibility of improved contributions to life in the native land.~~
- ~~2. The foreign student who wishes to attend El Camino College on the student visa is expected to apply for admission through correspondence while in residence in the country of his citizenship.~~
- ~~3. Each applicant for admission as a visa student must obtain sponsorship of an appropriate citizen or permanent resident of the United States who is 21 or more years of age, who lives in the El Camino College District, and who will pledge all support necessary to maintain the student for the duration of his enrollment.~~
- ~~4. Visa students are required to pay tuition at the rate established for out of state students by the Board of Governors of the California Community Colleges.~~
- ~~5. Students must live within the ECC district while attending on a visa which requires I-20 form specified by the U.S. Immigration Service unless an exception is made by the foreign student counselor.~~
- ~~6. The visa student applicant must achieve a satisfactory score on a test of English proficiency designated by the college. The test measures listening comprehension, knowledge of grammatical structure, reading comprehension and writing ability. Results are evaluated by the foreign student counselor at El Camino College in estimating a proficiency level sufficient to ensure reasonable success in college courses taught in English.~~
- ~~7. The visa student must insure adequate financial support to attend college and indicate the source of support.~~
- ~~8. The visa student must submit transcripts of all secondary and college academic records. Grades above average are acceptable.~~
- ~~9. The applicant may be required to furnish letters of recommendation from the American Consul or School officials in his homeland.~~
- ~~10. Visa students are not accepted in transfer from other colleges in the United States ordinarily. The student who achieves less than 2.0 GPA in another college is not accepted.~~

~~BOARD POLICY 5025 Foreign Students (Visa) Page 2~~

~~11. Visa students are admitted on graduation from high schools within the ECC district if they achieve at least average grades and fulfill all requirements regarding sponsorship, financial support, residence, and English proficiency.~~

~~12. The visa student enrollment is limited to ½ of one percent of the estimated ADA for the year of proposed attendance, excluding visa students admitted directly from high schools within the district.~~

~~13. Broad international representation is to be attempted in admission of the foreign student group.~~

~~14. Visa students are advised to complete educational programs at ECC in the shortest practical time.~~

~~Previous Board Policy Number: 5119~~

~~El Camino College~~

~~Adopted: 12/14/59~~

~~Amended: 6/13/60, 5/10/65, 4/26/71~~

~~Renumbered: 5/16/05~~



EL CAMINO COLLEGE
Vice President – Academic Affairs

NOTES – ENROLLMENT MANAGEMENT MEETING
March 17, 2011

Present: L. Alford, F. Arce, A. Garten, I. Graff, B. Jaffe, K. Key, C. Lee, E. Martinez, B. Mulrooney, J. Nishime, D. Reid, S. Rodriguez, D. Rowan, J. Shankweiler, R. Smith, A. Spor, M. Stupy

Other guests: M. Shabaka (CEC)

I. INFORMATION

A. Notes of 2/3/11: Distributed.

B. CEC Update: A. Spor provided the following update from the last Enrollment Management meeting at the Compton Center:
-- Enrollment Management committee met to discuss information to include in plan builder.
-- \$90,000 was allocated for Enrollment Management funding. Requests have been submitted and will be discussed at the next meeting.

II. DISCUSSION/ACTION

A. Class Schedule: The following comments were shared:
-- Has hard copies of the schedule of classes affected enrollment at other colleges?
(1) no impact on FTES. (2) converted to selling class schedule for a small fee
(3) printed schedules is a reminder for students to register for classes.
-- If mailing class schedules is cut, the College would send postcards to inform students where to go on web and/or purchase class schedules. Currently, 275,000 class schedules are mailed twice a year to every resident in the District and some zip codes outside the service area where a large number of students attend were mailed. The same would be done with postcards.
-- In the past, EM has supported the cost of class schedules in its budget. With general fund reductions, the committee will need to discuss how much it plans to support and how it will impact enrollment.
-- Reduce number of hard copies but continue with postcards. Need to decide whether to charge for class schedules or offer at no cost.
-- Provide a campaign to inform students of the online PDF and searchable schedule.
-- A. Garten does not know of any colleges that do not offer any type of advertising of classes. It was suggested that the College send out postcards at the minimum to have a presence in the community.
-- A. Garten provided estimated cost: (1) print 30,000 schedules -- \$30,000 (2) print and mail postcards twice a year -- \$63,000 (3) print and mail postcards twice a year and limited schedules -- \$85,000 (4) link flip book to the searchable schedule -- \$10,000 per semester.
-- Look into local newspaper advertising but it is costly. A four-page color program would provide minimal savings.

- B. Linked Courses: A. Spor, K. Key, B. Jaffe, G. Miranda, T. Lew, and K. Daniel DiGregorio met to discuss linked courses in English A, English 84 and Human Development 10. The group decided 12 classes, 4 sets of cohorts, training and stipends to make it come together proved to be too costly. It was suggested to pilot one set of cohort with 35 students -- English A, English 84 and HD 10. No stipends or additional funding would be necessary if FYE covered recruitment and worked with students. If successful, more cohorts would be planned for fall 2012.

Two tables were distributed for discussion:

Table 1: Accumulated Units by Academic Level Fall 2009. It was noted that almost 50% of the students with college degrees enrolled in less than 15 units. For K-12 students – 95% enrolled were high school age or younger students with less than 15 units.

Table 2: Continuing Student Registration 2008-11 (3 year progression). In general, the spring semester shows a stronger enrollment of continuing students and has increased each year. What helps students to persist from fall to spring? Students are more aware that they need to register at designated time, four-year colleges are encouraging students to attend community college, and parents are more informed.

III. NEXT MEETING

The next meeting is scheduled on April 21.

Faculty Development Committee Meeting

MINUTES

Tuesday, April 26, 2011

Committee Members:

Fazal Aasi - P	Compton Center	Donna Manno - P	Staff Development
Rose Cerofeci - A	Humanities	Cristina Pajo (Co-Chair) - P	Counseling
Kristie Daniel-DiGregorio - A	BSS	Margaret Steinberg - P	Natural Sciences
Briita Halonen (Co-Chair) - P	Humanities	Mercedes Thompson - P	Humanities
Linda Ho - A (sabbatical)	Math	Sue Warren - A	Adjunct Rep
Moon Ichinaga - P	Learning Resources	Rachel Williams - A	Humanities

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

Spring 2011 Meetings (in West Library Basement)

February 22, March 8, March 22, April 26, May 10 & May 24

AGENDA

- I) Campus Book Club Proposal- Sue Dowden
 - A) SD presented the idea of a campus-wide popular reading book for faculty, staff, and students (akin to *The Help* for Women's History Month here at ECC and to the Reading and Reflection Program at Southwest College and similar programs at SMC & UCLA)
 - a. Activities might include:
 - i. Reading
 - ii. Discussion forums
 - iii. Speakers
 - B) The FDC liked the idea because it would promote reading for enjoyment, a multi-disciplinary approach, and most importantly, a broader sense of community.
 - C) We discussed the importance of...
 - a. The book being popular reading
 - b. The book being accessible to a variety of disciplines
 - c. Faculty & staff buy-in ... potentially via participation in book selection
 - D) Possible books discussed included:
 - a. *A Visit from the Goon Squad*
 - b. *The Glass Castle*
 - c. *The Hunger Games*
 - d. *The House of the Scorpion*
 - e. Henrietta Lax (author)

- f. *The Clan of the Cave Bear* author has a new series
 - g. *Stiff*
- E) MI will send out an email (by mid-May-ish) to faculty soliciting suggestions and volunteers to participate in book selection.
 - a. E-mail draft ideas:
 - i. “The FDC is thinking about adopting a popular reading book campus-wide for reading, reflection, and discussion. We would love some suggestions for books that you would be interested in reading and that has multi-disciplinary appeal... not a teaching book, something that the average educated person might read for pleasure.”
 - b. FDC can discuss suggestions at our last meeting of the semester.
- II) Great Teachers Seminar Update
 - a. 5 faculty members want to go. If we can swing it financially, we’d like to send all five. Since three of them are counselors, DM is checking with Regina Smith to assure that she is okay with having three counselors gone for a week in August.
 - b. We should have the faculty members notified and registered by the end of May.
- III) Needs Assessment Survey Update/ Fall Flex Day Discussion
 - a. The Survey Monkey Assessment was pretty informative, but only seven faculty members expressed interest in presenting at a future Flex Day.
- IV) Webinar Update
 - a. The quality of these has been just okay and we only had a turn-out of three people at our last live webinar (probably due to the timing).
 - b. We’d like to do the next one, “Writing Across the Curriculum” in-person so as to facilitate discussion but not “live” so that we can schedule it at a convenient time for faculty members.
 - c. DM will email CP & BH to find a convenient Thursday afternoon for facilitation.
- V) Mentor Program Update
 - a. We have decided to hold off on this program since so few (if any) new faculty members will be hired for this fall.
 - b. Assuming that we do get the slated five new hires, DM will coordinate with their deans to assure that they have mentors.
- VI) Core Competencies -Jenny Simon (next meeting)
 - a. JS will present/discuss this at the next meeting, but we previewed the assessment results which indicate the need for clearer standards for measuring writing and more examples of writing at all quality levels.

- b. We believe there is a clear need for discussion across disciplines to decide how we grade writing. “Am I grading too hard? Too easy?”
- c. We’d like to facilitate a Flex-Day workshop focused on this conversation but need to structure it so that it does not become a complaint-fest.

VII) Other Business

- a. MT suggested having the Faculty Book Club group (led by Allison Carr) present their findings at the next Flex Day as well.

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: March 17, 2011

MEMBERS PRESENT

- | | |
|--|---|
| <input type="checkbox"/> Enomoto, Ryuichiro (Rio) – ASO | <input checked="" type="checkbox"/> Reid, Dawn – Student & Community Adv. |
| <input checked="" type="checkbox"/> Ott, Jonathan – Campus Police | <input checked="" type="checkbox"/> Shenefield, Cheryl – Administrative Svcs. |
| <input checked="" type="checkbox"/> Natividad, Rory – Mgmt/Supervisors | <input checked="" type="checkbox"/> Spor, Arvid – Chair (non-voting) |
| <input checked="" type="checkbox"/> Patel, Dipte – Academic Affairs | <input checked="" type="checkbox"/> Turner, Gary – ECCE |
| <input checked="" type="checkbox"/> Quinones-Perez, Margaret – ECCFT | <input checked="" type="checkbox"/> Widman, Lance – Academic Senate |

OTHERS ATTENDING: Jo Ann Higdon, Ken Key, Jeanie Nishime

Handouts: ECC 2011-12 Budget Planning Proposal - Draft

The meeting was called to order at 1:04 p.m.

Approval of March 3, 2011 Minutes

Corrections to what was said during the meeting:

1. Page 1, *Approval of February 17, 2011 Minutes*, #3 – Compton Center’s new CBO, Danny Villanueva, was from LACOE. “Compton is not participating in parallel activities with GASB...” This statement is correct, but Compton began paperwork to establish an irrevocable trust. Will research and report if actual funds were placed in an irrevocable trust.
2. Page 1, *Budget Discussion* – suggestion was made to indicate the discussion was led by President Fallo.
3. Clarification: Page 2, #4 – if growth funds are available, sections from summer 2011-12 would be moved into 2010-11 for growth dollars.

Discussion of Budget and Draft 2011-12 Budget Planning Proposal:

1. Handout from last meeting was reformatted. The amounts did not change. Statement was added that proposal was presented to PBC on March 3, College Council on March 7, IBC Benefits Committee on March 8 and Management Group on March 17, and will go before the Board on March 21. 19,400 FTES is current year projection. \$18 million cut is approximately a 20% cut in fund 11. The draft will change as more information is received.
2. Other suggestions made to reduce the budget:
 - a. Reduce costs such as monthly mileage allocation, travel expenses and cell usage for management. The President and VPs receive a mileage allowance. VPs receive \$300/month and are not reimbursed for parking fees. Deans do not receive mileage allowance, only reimbursement if budgeted.
 - b. Offer pre-retirement for regular employees. According to the Ed Code, this is an option for faculty, but not other groups. The District would have to pay more because the employees continue to accrue time in CalSTRS.
 - c. Further cuts will be made into part-time temporary classified, student and hourly account which means many offices will be understaffed. Idea suggested requiring negotiations with classified union: outsource classified work and transfer staff to other offices to provide help to understaffed offices affected by freezing of classified positions and cuts

- to part-time staff. An example of outsourcing classified work involves outsourcing all transcript functions, including ordering and sending. A&R cannot function if part-time staff cut. A move of employees from transcript functions to admissions function and outsource transcripts would help the office. *Credentials Inc.* (national company currently used by ECC) charges students a fee to process transcript requests. *Docufide* (worldwide company) charges institutions, not students, for transcript services. A move towards electronic transcripts will cut down on manual processes. Suggestion was made to consider the cost effectiveness of training people to perform function being outsourced rather than just outsourcing.
- d. Suggestion was made to outsource email for significant savings.
 - e. Why not consider using unencumbered equipment/supply funds? This is a unique year for the equipment and supply accounts because of the monies added from funds 44 (bond money), 15 and 11. Too much time, effort and money already spent to process requests (approved through the prioritization process) to stop the process and delay requests into next year. The volume of requests stressed and created a backlog in Purchasing, ITS, and Facilities. Nothing is expected to remain unspent.
 - f. Managers should be encouraged to report to their VPs funds not needed by their departments. Overspending is monitored, but under-spending is not addressed. Sometimes end-of-year expenses occur.
 - g. Suggestion was made to charge for staff parking permits, an item requiring negotiations with unions. Revenue from permits could be designated to go to the unrestricted general fund. ECC managers pay \$100/year for designated parking.
 - h. Suggestion was made to revisit/discuss assumption that unspent money in funds 14 and 15 will go to GASB because unexpended funds could be used to offset cuts. President Fallo recommends \$900,000 contribution to GASB from fund 15 this year plus any leftover from funds 14 and 15 from 2010-11. Trying to reach an estimated \$14 million, convert to irrevocable funds and count as dedicated funds. This reduces the \$22 million obligation to \$14 million. At a prior meeting, PBC discussed and agreed to recommend making funds irrevocable but not until the beginning of 2011-12. Board voted making GASB account irrevocable, subject to the process timeline. Why continue contributions during budget crises?
3. Very early estimate of this year's ending balance is projected to be approximately \$16 million which may increase to \$20 million. Will be calculating estimated ending balances for all options. Deficit budgeting \$6 million: projected expenses for 2010-11 is \$112.9 million and projected revenue is \$106.6 million. Did not budget for growth.
 4. One member stated that she, as a representative for her constituent group, is not in support of anything that jeopardizes employees and their working conditions and felt the reserves are not utilized as best as it should. She did not support the size of ECC's reserves nor the contributions to GASB.
 5. Budget Forum is scheduled on April 7th at 1:00pm. PBC meeting is cancelled on this day. The draft Budget Planning Proposal was discussed; no action has been taken on any item. Request was made to add footnote to the proposal, "El Camino Teacher's Federation does not in any way support the negotiation-related items on this document." Will not discuss negotiated items in PBC, in writing or verbally. Recommendation was made to send the Federation request directly to President Fallo for consideration.
 6. Chancellor's Office encourages community colleges to hit funded FTES target; to do otherwise would prove to tax payers colleges can produce higher FTES with less funding.
 7. The College has been active in creating revenue. The number of non-resident students and number of grants have increased. The Business Training Center contributes \$200,000 annually to the unrestricted general fund. Community Education is becoming more profitable. President

Fallo and the Foundation have been cultivating donors including large donor Chevron and Edison. ECC is the first district to reach OSHER goal of matching with new monies. ECC is participating in activities to increase revenue and we can do more.

8. 85% of the unrestricted general budget covers salaries. The draft proposal is potentially based on the three options. There is a chance items may be negotiated, provided parties agree. If items not negotiated, then cuts will come from other areas. Need to focus on potential ideas to increase revenue or make cuts and forward suggestions to senior management and the President. What are your constituents saying - what are their ideas? Question often asked is how status as employee affected if the union doesn't deal with situation. Would the union create a situation for individuals as employees if they refuse to negotiate? Employees are concerned with and see a message implied in this budget planning proposal document. Employees need to know representation is not affecting their situation with the budget issue. Negotiation means you meet and discuss; doesn't mean there will be agreement. If negotiation related items do not occur, cuts will come from someplace else.
9. May find out in two weeks if option one is still on the table. If not, will decision be made to stop process for unencumbered funds? This is normally occurs on April 1st cut-off date.

The meeting ended at 2:20 p.m.

The next meeting is scheduled on April 21, 2011.

AMENDED IN ASSEMBLY APRIL 5, 2011

CALIFORNIA LEGISLATURE—2011–12 REGULAR SESSION

ASSEMBLY BILL

No. 515

Introduced by Assembly Member Brownley

February 15, 2011

An act to add *and repeal* Section 78302-~~to~~ of the Education Code, relating to community colleges.

LEGISLATIVE COUNSEL'S DIGEST

AB 515, as amended, Brownley. Public postsecondary education: community colleges: extension program.

Existing law establishes the California Community Colleges, which are administered by the Board of Governors of the California Community Colleges. The governing board of any community college district is authorized, without approval of the board of trustees, to establish and maintain community service classes in civic, vocational, literacy, health, homemaking, technical, and general education, as specified.

This bill would authorize the governing board of any community college district, without approval of the board of governors, to establish and maintain an extension program offering credit courses, ~~as specified.~~

The bill would specify that the courses be required to be self-supporting, open to the public, and developed in conformance with specified statutory and regulatory guidelines. General Fund moneys would not be expended to establish or maintain the courses, nor would an extension program course be allowed to supplant regularly funded courses. Extension courses would not be allowed to reduce state-funded courses relating to basic skills. This bill would require district boards to annually certify compliance with these requirements, as specified.

This bill would allow community college districts to charge students for the actual costs of the courses, as defined. Each participating district would be required to collect and keep records relating to the extension program and submit them to the chancellor’s office by October 1 of each year. This information would, in turn, be submitted by the chancellor to the Legislative Analyst by November 1 of each year. The bill would require the Legislative Analyst to submit a written report to the Legislature by November 1, 2015, summarizing the information provided by the chancellor, assessing compliance of the program with the Legislature’s intent, and suggesting any needed statutory improvements.

The bill would make the requirement for a report to the Legislature inoperative on January 1, 2019. This act would remain in effect only until January 1, 2019, unless that date is deleted or extended.

~~The bill would state the intent of the Legislature in enacting this provision.~~

Vote: majority. Appropriation: no. Fiscal committee: ~~no~~ yes.
 State-mandated local program: no.

The people of the State of California do enact as follows:

1 SECTION 1. Section 78302 is added to the Education Code,
 2 to read:
 3 ~~78302. (a) In enacting this section, it is the intent of the~~
 4 ~~Legislature to provide local communities additional flexibility to~~
 5 ~~meet community needs in areas such as advanced technology and~~
 6 ~~workforce development; to provide members of the public access~~
 7 ~~to credit programs offered under contracted arrangements with~~
 8 ~~other agencies and companies; to address existing limitations in~~
 9 ~~access to extension programs due to geographical distance or time~~
 10 ~~of travel; to augment use of local community college facilities~~
 11 ~~authorized by community investments in local elections subsequent~~
 12 ~~to the passage of Proposition 39 in 2001; and to provide other~~
 13 ~~benefits, both tangible and intangible.~~
 14 ~~(b)~~
 15 78302. (a) The governing board of any community college
 16 district may, without the approval of the Board of Governors of
 17 the California Community Colleges, establish and maintain an
 18 extension program offering credit courses.

1 ~~(e) Governing boards shall not expend General Fund moneys~~
2 ~~to establish and maintain extension classes.~~

3 ~~(d) Governing boards may charge students enrolled in extension~~
4 ~~classes such fees as they deem appropriate.~~

5 ~~(e) Degree credit courses offered as extension courses shall~~
6 ~~meet all the requirements in subdivision (a) of Section 55002 of~~
7 ~~Title 5 of the California Code of Regulations.~~

8 *(b) An extension program offering credit courses established*
9 *under this section shall have the following characteristics:*

10 *(1) The program shall be self-supporting, and all costs*
11 *associated with the program must be recovered.*

12 *(2) Program enrollment shall be open to the public.*

13 *(3) The program shall be developed in conformance with the*
14 *Education Code and Title 5 of the California Code of Regulations*
15 *governing community college credit courses.*

16 *(4) The program shall be subject to district collective bargaining*
17 *agreements.*

18 *(c) Governing boards shall not expend General Fund moneys*
19 *to establish and maintain extension courses.*

20 *(d) Extension credit courses shall not supplant courses funded*
21 *with state apportionment. Districts shall not reduce state-funded*
22 *course sections needed by students to achieve basic skills,*
23 *workforce training, or transfer goals, with the intent of*
24 *reestablishing those course sections as part of the extension*
25 *program. District boards of trustees shall annually certify*
26 *compliance with this subdivision by board action taken at a regular*
27 *session of the district governing board.*

28 *(e) Governing boards may charge students enrolled in extension*
29 *courses a fee not to exceed the cost of maintaining extension*
30 *courses. Actual costs shall include the actual cost of instruction,*
31 *the cost of necessary equipment and supplies, student services and*
32 *institutional support costs, and other costs of the district used in*
33 *calculating the costs of education for nonresident students.*

34 *(f) Degree credit courses offered as extension courses shall*
35 *meet all the requirements in subdivision (a) of Section 55002 of*
36 *Title 5 of the California Code of Regulations.*

37 *(g) (1) Each community college district maintaining an*
38 *extension program offering credit courses under this section shall*
39 *collect and keep records that measure student participation, student*
40 *demographics, and student outcomes in a manner consistent with*

1 *measures collected by districts in regular credit programs*
2 *supported through state apportionment, including an analysis of*
3 *program effects, if any, on district workload and district financial*
4 *status. Districts shall submit this information to the Chancellor's*
5 *office by October 1 of each year. For districts operating more than*
6 *one college, the evaluation shall be for each participating college.*

7 (2) *The chancellor shall submit all district information provided*
8 *pursuant to paragraph (1) to the Legislative Analyst by November*
9 *1 of each year. By January 1, 2015, the Legislative Analyst shall*
10 *submit to the Legislature a written report that includes a summary*
11 *of the information provided pursuant to subdivision (g), an*
12 *assessment of the extent to which community college extension*
13 *programs are operated in a manner consistent with legislative*
14 *intent, and suggestions to the Legislature for needed statutory*
15 *improvements.*

16 (h) *The requirement for submitting a report imposed under*
17 *paragraph (2) of subdivision (g) is inoperative on January 1, 2019,*
18 *pursuant to Section 10231.5 of the Government Code.*

19 (i) *A report submitted pursuant to subdivision (g) shall be*
20 *submitted in compliance with Section 9795 of the Government*
21 *Code.*

22 (j) *This section shall remain in effect only until January 1, 2019,*
23 *and as of that date is repealed, unless a later enacted statute, that*
24 *is enacted before January 1, 2019, deletes or extends that date.*

O

Academic Senate of California Community Colleges Resolution

06.06

OPPOSE SHIFT OF CCC CREDIT INSTRUCTION TO A PAY-FOR-SERVICE MODEL

Spring 2011 Presenter: Kevin Bontenbal, Cuesta College, Area C

Topic: State and Legislative Issues

Status: Assigned

Whereas, Current law and regulation limit community college fee-for-service instruction to community and contract education;

Whereas, Assembly Bill (AB) 515 (Brownley, February 15, 2011) proposes to allow local community college boards the authority, “without approval of the board of governors, to establish and maintain an extension program offering credit courses,” to permit colleges to collect a local fee for services for providing credit instruction to students the college is unable to serve via state apportionment; and

Whereas, While colleges cannot meet the demand for instruction from their funded allocation, a likely consequence of AB 515 as currently proposed would be to provide justification to the Legislature to further reduce public funding for community colleges to meet the educational needs of their local communities by requiring colleges to shift even more instruction to a fee-for-service model;

Resolved, That the Academic Senate for California Community Colleges oppose Assembly Bill (AB) 515 (Brownley, February 15, 2011) and any initiative that would further shift the use of human, physical, technology, or fiscal resources to a fee-based system that provides access only to those who can afford higher fees.

Bill language: http://leginfo.ca.gov/pub/11-12/bill/asm/ab_0501-0550/ab_515_bill_20110215_introduced.pdf

MSC Disposition: Assemblymember Brownley, Local Senates, Chancellor’s Office, Consultation Council

THE CALIFORNIA STATE UNIVERSITY
OFFICE OF THE CHANCELLOR



RECEIVED

APR 25 2011

BAKERSFIELD

April 21, 2011

CHANNEL ISLANDS

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

CHICO

DOMINGUEZ HILLS

EAST BAY

Dear Superintendent Fallo:

FRESNO

We received your request to change local jurisdiction status of El Camino Community College from California State University, Dominguez Hills to California State University, Long Beach. Unfortunately, like many other similar requests, we are unable to accommodate this change at this time for a number of reasons. The proximity of CSUDH to your campus is approximately 6 miles and CSULB is nearly 20 miles. This clearly places El Camino Community College as one of the closest campuses to CSUDH.

FULLERTON

HUMBOLDT

LONG BEACH

LOS ANGELES

Within the last two years, three neighboring community colleges were added to local jurisdiction to CSULB which has placed substantial enrollment pressures on the campus, resulting in many additional programs moving to "impaction" or more restrictive admission requirements. Numerous additional community colleges have also requested to be considered in local jurisdiction to CSULB and some of those institutions are much closer to the Long Beach campus than El Camino.

MARITIME ACADEMY

MONTEREY BAY

NORTHRIDGE

POMONA

Due to the budgetary pressures and uncertainty that we are facing from the state, we are very concerned about our ability to maintain local status for many community colleges throughout the state to our CSU campuses. Given all these reasons, changing local status at this time would be very problematic for CSUDH and CSULB.

SACRAMENTO

SAN BERNARDINO

SAN DIEGO

SAN FRANCISCO

With kind regards,

SAN JOSÉ

Sincerely,

SAN LUIS OBISPO

SAN MARCOS

Charles B. Reed
Chancellor

SONOMA

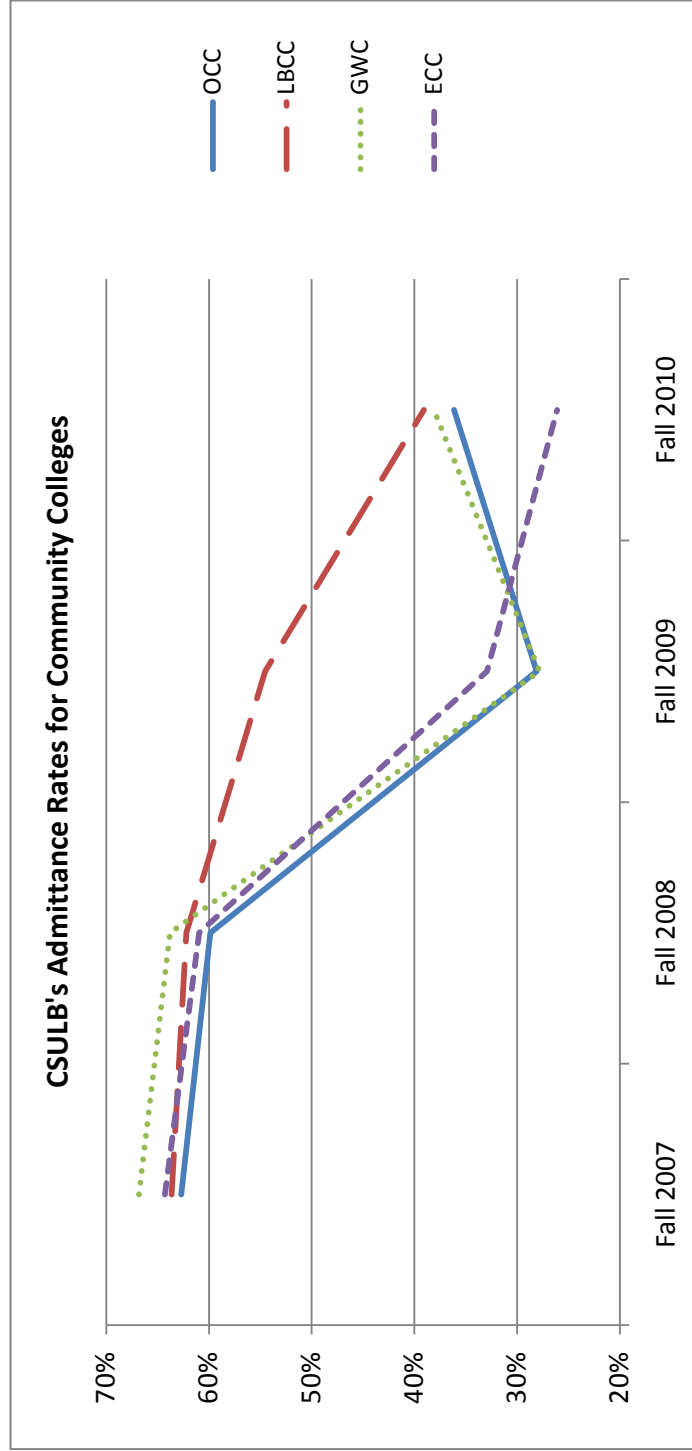
STANISLAUS

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

4-25-11 CC VP, Curry, Harten

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

	Fall 2007			Fall 2008			Fall 2009			Fall 2010		
	Applied	Admitted	Admit Rate	Applied	Admitted	Admit Rate	Applied	Admitted	Admit Rate	Applied	Admitted	Admit Rate
OCC	901	565	62.7%	947	567	59.9%	1107	311	28.1%	1564	565	36.1%
LBCC	663	422	63.7%	656	408	62.2%	897	489	54.5%	1039	406	39.1%
GWC	425	284	66.8%	704	449	63.8%	543	151	27.8%	643	245	38.1%
ECC	703	452	64.3%	433	264	61.0%	908	299	32.9%	1095	286	26.1%



Source: CSULB Institutional Research and Assessment

Note: LBCC received "Local Area" designation in Fall 2009; Coast district colleges (OCC, GWC) received this designation in Fall 2010. State budget-based enrollment restrictions were enacted at CSUs beginning in Fall 2009.



How to File a Discrimination Complaint With the Office for Civil Rights

Introduction

The Office for Civil Rights (OCR) enforces five federal civil rights laws that prohibit discrimination on the basis of race, color, national origin, sex, disability and age in programs or activities that receive federal financial assistance from the Department of Education (ED). Discrimination on the bases of race, color and national origin is prohibited by Title VI of the *Civil Rights Act of 1964*; sex discrimination is prohibited by Title IX of the Education Amendments of 1972; discrimination on the basis of disability is prohibited by Section 504 of the *Rehabilitation Act of 1973* and Title II of the *Americans with Disabilities Act of 1990* (Title II prohibits discrimination on the basis of disability by public entities, whether or not they receive federal financial assistance); and age discrimination is prohibited by the *Age Discrimination Act of 1975*.

These civil rights laws extend to all state education agencies, elementary and secondary school systems, colleges and universities, vocational schools, proprietary schools, state vocational rehabilitation agencies, libraries and museums that receive federal financial assistance from ED. Programs or activities that receive ED funds must provide aids, benefits or services in a nondiscriminatory manner. Such aids, benefits or services may include, but are not limited to, admissions, recruitment, financial aid, academic programs, student treatment and services, counseling and guidance, discipline, classroom assignment, grading, vocational education, recreation, physical education, athletics, housing and employment.

OCR also enforces the *Boy Scouts of America Equal Access Act*, part of the *Elementary and Secondary Education Act*. Under this act, OCR can investigate complaints involving the denial of equal access or a fair opportunity to meet to, or discrimination against, any group officially affiliated with the Boy Scouts or affiliated with any other youth group listed in Title 36 of the United States Code, by a public elementary school, a public secondary school, or a state or local education agency that receives funds from ED.

Who Can File a Discrimination Complaint

Anyone who believes that an education institution that receives federal financial assistance has discriminated against someone on the basis of race, color, national origin, sex, disability or age, or who believes that a public elementary or secondary school, or state or local education agency has violated the *Boy Scouts of America Equal Access Act*, may file a complaint. The person or organization filing the complaint need not be a victim of the alleged discrimination but may complain on behalf of another person or group.

Timeliness

A complaint must be filed within 180 calendar days of the date of the alleged discrimination, unless the time for filing is extended by OCR for good cause shown under certain circumstances.

Institutional Grievance Procedures

Prior to filing a complaint with OCR against an institution, a potential complainant may want to find out about the institution's grievance process and use that process to have the complaint resolved. However, a complainant is not required by law to use the institutional grievance process before filing a complaint with OCR. If a complainant uses an institutional grievance process and also chooses to file the complaint with OCR, the complaint must be filed with OCR within 60 days after completion of the institutional grievance process.

The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.

How to File a Complaint

Complainants wishing to file a complaint may do so by:

Mail or Facsimile: Complainants may mail or send by facsimile a letter or use the OCR's Discrimination Complaint Form available from one of OCR's enforcement offices (see the list of OCR's offices in this brochure). In your correspondence, please include:

- The complainant's name, address and, if possible (although not required), a telephone number where the complainant may be reached during business hours;
- Information about the person(s) or class of persons injured by the alleged discriminatory act(s) (names of the injured person(s) are not required);
- The name and location of the institution that committed the alleged discriminatory act(s); and
- A description of the alleged discriminatory act(s) in sufficient detail to enable OCR to understand what occurred, when it occurred, and the basis for the alleged discrimination (race, color, national origin, sex, disability, age or the *Boy Scouts of America Equal Access Act*).

E-mail: Complainants may file a complaint using the following e-mail address: ocr@ed.gov. Use the same procedures as above.

Online: Complainants may file a complaint with OCR using OCR's electronic complaint form at the following website: <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>.

For those without current e-mail accounts, Internet access may be freely available from your local public library, and free e-mail accounts are available from several large providers.

Note: A recipient of federal financial assistance may not retaliate against any person who has made a complaint, testified, assisted or participated in any manner in an investigation or proceeding under the laws listed on the first page of this brochure. If you believe that you have been retaliated against for any of these reasons, you may file a complaint with OCR.

U.S. Department of Education

Arne Duncan

Secretary

September 2010

Offices and Addresses

Headquarters

U.S. Department of Education
Office for Civil Rights
400 Maryland Ave. SW
Washington, DC 20202-1100
Customer Service: 800-421-3481
Fax: 202-453-6012
TDD: 877-521-2172*
E-mail: OCR@ed.gov
Web: <http://www.ed.gov/ocr>

Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

Office for Civil Rights, *Boston Office*
U.S. Department of Education
5 Post Office Square, 8th Floor
Boston, MA 02109-3921
Telephone: 617-289-0111*
Fax: 617-289-0150
E-mail: OCR.Boston@ed.gov

New Jersey, New York, Puerto Rico, Virgin Islands

Office for Civil Rights, *New York Office*
U.S. Department of Education
32 Old Slip, 26th Floor
New York, NY 10005-2500
Telephone: 646-428-3800*
Fax: 646-428-3843
E-mail: OCR.NewYork@ed.gov

Delaware, Maryland, Kentucky, Pennsylvania, West Virginia

Office for Civil Rights, *Philadelphia Office*
U.S. Department of Education
100 Penn Square East, Suite 515
Philadelphia, PA 19107-3323
Telephone: 215-656-8541*
Fax: 215-656-8605
E-mail: OCR.Philadelphia@ed.gov

Alabama, Florida, Georgia, Tennessee

Office for Civil Rights, *Atlanta Office*
U.S. Department of Education
61 Forsyth St. SW, Suite 19T70
Atlanta, GA 30303-8927
Telephone: 404-974-9406*
Fax: 404-974-9471
E-mail: OCR.Atlanta@ed.gov

Arkansas, Louisiana, Mississippi, Texas

Office for Civil Rights, *Dallas Office*
U.S. Department of Education
1999 Bryan St., Suite 1620
Dallas, Texas 75201-6810
Telephone: 214-661-9600*
Fax: 214-661-9587
E-mail: OCR.Dallas@ed.gov

North Carolina, South Carolina, Virginia, Washington, D.C.

Office for Civil Rights, *District of
Columbia Office*
U.S. Department of Education
400 Maryland Ave. SW
Washington, DC 20202-1475
Telephone: 202-453-6020*
Fax: 202-453-6021
E-mail: OCR.DC@ed.gov

Illinois, Indiana, Minnesota, Wisconsin, Iowa, North Dakota

Office for Civil Rights, *Chicago Office*
U.S. Department of Education
Citigroup Center
500 W. Madison St., Suite 1475
Chicago, IL 60661-7204
Telephone: 312-730-1560*
Fax: 312-730-1576
E-mail: OCR.Chicago@ed.gov

Michigan, Ohio

Office for Civil Rights, *Cleveland Office*
U.S. Department of Education
600 Superior Ave. East, Suite 750
Cleveland, OH 44114-2611
Telephone: 216-522-4970*
Fax: 216-522-2573
E-mail: OCR.Cleveland@ed.gov

Kansas, Missouri, Nebraska, South Dakota, Oklahoma

Office for Civil Rights, *Kansas City Office*
U.S. Department of Education
8930 Ward Parkway, Suite 2037
Kansas City, MO 64114-3302
Telephone: 816-268-0550*
Fax: 816-823-1404
E-mail: OCR.KansasCity@ed.gov

Arizona, Colorado, New Mexico, Utah, Wyoming

Office for Civil Rights, *Denver Office*
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Blvd., Suite 310
Denver, CO 80204-3582
Telephone: 303-844-5695*
Fax: 303-844-4303
E-mail: OCR.Denver@ed.gov

California

Office for Civil Rights, *San Francisco Office*
U.S. Department of Education
50 Beale St., Suite 7200
San Francisco, CA 94105-1813
Telephone: 415-486-5555*
Fax: 415-486-5570
E-mail: OCR.SanFrancisco@ed.gov

Alaska, Hawaii, Idaho, Nevada, Oregon, Washington, American Samoa, Guam, Northern Mariana Islands, Montana

Office for Civil Rights, *Seattle Office*
U.S. Department of Education
915 Second Ave., Room 3310
Seattle, WA 98174-1099
Telephone: 206-607-1600
TDD: 206-607-1647
Fax: 206-607-1601
E-mail: OCR.Seattle@ed.gov

*TDD: 877-521-2172

Elimination of CSU Service Areas

R. Chris Wells, El Camino College Academic Senate, VP for Legislative Action

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.

ADMINISTRATIVE PROCEDURE 6160 ELCAMINO COMMUNITY COLLEGE DISTRICT COMPUTER and NETWORK USE POLICY

All users of El Camino Community College District (ECC), computing systems must read, understand and comply with the terms outlined in Board Policy 6160. By using any of these systems, users agree that they will comply with this policy. Users understand and agree that ECC's role in managing these systems is only as an information carrier and does not endorse any transmissions by the user.

- Deleted: POLICY REQUISITE ¶
- Deleted: 's
- Deleted: this
- Deleted: , as well as any additional guidelines as approved by College Council
- Deleted: e
- Deleted: e
- Deleted: ies

RIGHTS

These computer systems, facilities and accounts are owned and operated by ECC. These procedures shall not be construed as a waiver of any rights of ECC, nor shall they conflict with applicable law. The District is not responsible for the loss and/or corruption of information that may be stored on ECC's computing systems. The District recognizes the privacy interests of faculty and staff and their rights to freedom of speech, shared governance and academic freedom as well as their rights to engage in protected union and concerted activity.

AUTHORIZED USE

An authorized ECC agent must approve all access to ECC's computer resources, including issuing of passwords. **Users may not, under any circumstances, transfer or confer these privileges to other individuals.** The authorized user is responsible for the proper use of the system, including any password protection.

Users are prohibited from sharing their passwords.

CONDITIONS OF USE

- A. The District will set minimum guidelines within which users are required to conduct their activities.
- B. The user agrees to maintain an environment conducive to learning. However, users are advised that they may encounter material on the Internet which may be considered offensive or objectionable in nature or content. Users are further advised that ECC does not assume responsibility for the contents of any email or information.
- C. The user agrees electronic mail shall conform to proper etiquette. Guidelines for proper etiquette will be published on the El Camino College Portal.

- Formatted: Indent: Left: 36 pt, Hanging: 18 pt, Line spacing: single, Don't adjust space between Latin and Asian text, Don't adjust space between Asian text and numbers
- Deleted: to follow proper etiquette on outside networks
- Deleted: . ¶
- Deleted: Broadcast e
- Deleted: E
- Inserted: Electronic
- Deleted: and
- Deleted: must
- Deleted: the
- Deleted: following
- Deleted: published
- Inserted: and

Suggested Guidelines for Proper Etiquette:

Formatted: Indent: Left: 54 pt,
Hanging: 18 pt

1. Be limited to job/job related purposes, education, academic development, public service and other educational purposes.
2. Be used for announcements, not discussions.
3. Utilize links to web pages rather than placing copies of web pages in the body of the message.
4. Avoid attaching files to the body of the message.
5. Not for personal, private announcements.

- D. The user agrees that in the unlikely event that someone does transmit, or cause to be transmitted, a message that is inconsistent with an environment conducive to learning or with a misleading origin, the person who performed the transmission will be solely accountable for the message, not ECC which is acting solely as the information carrier.
- E. The user agrees to report any possible security lapse on any system to the Information Technology Systems (ITS) Department. The ITS Department will investigate any reported or discovered security threats.
- F. District information resources must not be used for political activities where prohibited by federal, state or other applicable laws.
- G. Although personal use is not an intended use, the District recognizes that the Network will be used for incidental personal activities provided that such use is within reason and provided that such usage is ordinarily on an employees own time, is occasional, and does not interfere with or burden the District's operation, and not otherwise contrary to District policies or procedures.
- H. District information resources should not be used for commercial purposes. Users are also reminded that the “.edu” domains on the Internet have rules restricting or prohibiting commercial use, and users may not conduct activities not appropriate within those domains.
- I. Creation or transmission of any false statement, which tends to cause injury to one's reputation, is strictly prohibited. Any user creating or transmitting defamatory statements shall have sole liability for any damages resulting from such defamatory statement.

Deleted: ¶

Deleted: <#>Be limited to job/job-related purposes, education, academic development, public service and other educational purposes.¶
<#>Be used for announcements, not discussions.¶
<#>Utilize links to web pages rather than placing copies of web pages in the body of the message.¶
<#>Avoid attaching files to the body of the message.¶
<#>Not for personal, private announcements.¶
<#>Requires approval from supervisor to send emails to ECC Faculty, ECC Staff or ECC Manager listservs.¶

Deleted: ¶

Deleted: S

Deleted: District information resources should not be used for personal activities not related to appropriate District functions, except in a purely incidental manner.

The user agrees never to attempt to transmit, or cause to be transmitted, any message in which the origination is deliberately misleading (except for those outside services which may conceal identities as part of the service).

J. Creation, transmission or the uploading/ downloading of obscene material is strictly prohibited when using ECC computer systems.

Deleted:

K. Users may not install executable files on network servers and shall not modify, delete or otherwise alter server files or any data within those files without express authorization to do so.

An individual's computer use privileges may be suspended by the District immediately upon the discovery of a violation of these privileges.

CONFIDENTIALITY

Programs and files are confidential unless they have been made available, with written permission, to other authorized individuals. When performing maintenance, every effort is made to ensure the privacy of the user's files. Violations of confidentiality should be reported to an administrator.

The system has the ability to read your mail, your own account and the system administrator account. All reasonable attempts have been made to ensure the privacy of your accounts and your electronic mail.

ECC retains the right to revoke, amend or change the provisions of this Policy.

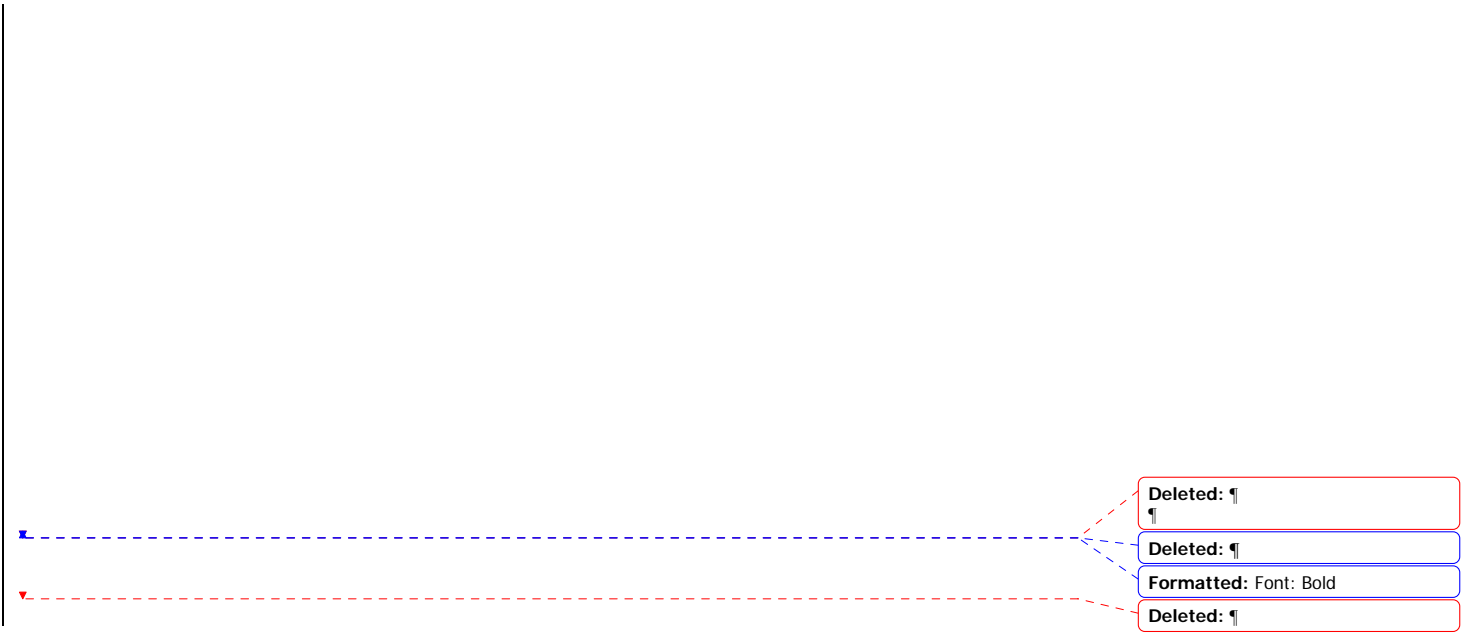
Users who do not adhere to this policy may be subject to disciplinary action

Draft 3/7/2011 jms

~~4/1/2011~~

4/25/11

Deleted: ¶



EL CAMINO COLLEGE
COUNCIL OF THE ACADEMIC SENATE & FEDERATION OF TEACHERS

An agreement between the El Camino College
Federation of Teachers and Academic Senate
respecting the implementation of AB 1725
shared governance mandates

1. The Federation of Teachers is the exclusive bargaining agent for certificated faculty members.
2. The Academic Senate is chartered to provide the faculty with a formal and effective procedure for participating in the formation of District policies on academic and professional matters.
3. Title 5, California Administrative Code, Section 53200, et. seq., indicates a minimum of ten (10) specific areas of academic and professional matters in which the Academic Senate shall consult collegially with the Board of Trustees or their designee. The primary function of the Academic Senate is to participate in the development of policies regarding these specific areas and/or other areas that have been mutually agreed upon.
4. Many of the academic and professional matters identified in Title 5 are also within the jurisdiction of the current collective bargaining Agreement between the Federation and the District.
5. In those areas of academic and professional matters which appear to be both within the jurisdiction of the Academic Senate as per Title 5 and within the jurisdiction of the Federation as per the contract, both organizations agree to consult with one another prior to submitting any proposals.
6. Title 5 provides that nothing contained therein shall be construed to detract from any negotiated agreement between collective bargaining representatives and the District Governing Board.
7. It is the stated intent of Title 5, Section 53204, that all parties will respect agreements between the Academic Senate and the Federation as to how they will consult, collaborate, share or delegate among themselves the responsibilities that are or may be delegated to the Academic Senate pursuant to Title 5.

8. The Academic Senate of El Camino College and the Federation of Teachers desire to enter this Agreement in order to avoid future misunderstandings and to clarify their respective roles relating to the implementation of AB 1725 Shared Governance mandates contained in Title 5.

The Federation of Teachers and the Academic Senate of El Camino College agree to the following:

- A. The Federation agrees that the President of the Academic Senate or designee shall serve as a member-at-large on the Federation's Contract Writing Committee. Whoever serves must be a member in good standing of the Federation. A copy of the final negotiating package adopted by the Federation's Executive Committee shall be provided to the President of the Academic Senate.
- B. The Presidents of the Academic Senate and the Federation shall consult collaboratively prior to making appointments to campus wide committees, whether those appointments are within the exclusive jurisdiction of either organization or shared by both.
- C. The Executive Committee of the Senate and Federation shall meet jointly at least once each semester to discuss matters of mutual interest and concern.
- D. It is the intent of the parties that changes to this Agreement shall be arrived at through a process of collaborative discussions. Modifications shall be subject to the approval of the Academic Senate Council and the Federation's Executive Committee.

[Michael D'Amico]
President,
Academic Senate

[Lance Widman]
President,
Federation of Teachers

[May 19, 1992]
Date