November 3, 2015

Academic Senate Meeting

Meeting Began 12:36

1. Last meeting Minutes:
	1. Excuse Chris Wells from last meeting
	2. Add to page 1: Under Group “suggested” rather than request.
	3. Minutes accepted as amended
2. Officer Reports:
	1. President:
		1. ***College Council****: - see minutes in packet pgs 12-14. Talked about the large hiring numbers anticipated across the state this year. California expecting to hire 1,100 and the LACCD to hire 250. HR is working hard to get our job announcements out asap to be ahead of this hiring curve. Our FON is at 342 and we are always a bit over. L. Beam also reported some mid-semester retirement announcements that will be in the next BOT packet. Training of new EERs by Janie Ishikawa was well attended – these new EERs will allow the process to move along speedily.*
		2. ***Facilities Steering Committee:*** *see minutes in packet pgs 15-16*
		3. ***Accreditation Team Visit:*** *Thanks to all who turned out for the meetings with the 4 person team last Thursday. Their main concerns (based on the questions I heard) was how information on issues is communicated from the top on down.*
		4. ***New ECC President Announcement:*** *Dr. Dena Maloney. Will be announced by the BOT at next meeting Nov 16th, she will likely be present, if anyone is interested in attending the meeting to meet her. Dr. Fallo’s contract runs through Jan 31st, and Dr. Maloney’s contract begins Feb 1st. Also L. Beam is working with PD and FDC to maybe run a slightly different Spring Flex Day to mark the transition from one President to another.*
			1. Widman commented that accred wants to see communication; however, the survey wants us to cut back on VP reports which are vital part of the communication process.
			2. Ichinaga- asked if past senators can orient the new senators.
		5. **DID You Know? Series**
		6. ***Collegial Consultation Committee Annual Evaluation: Academic Senate.*** *see results pgs 17 - 21 . Discussion points.*
		7. *Thanks to the 23 senate members who completed the survey.*
		8. *High Points:*
			1. ***Most responses positive****…in**the excellent, very good, or mostly good range.*
			2. *Senators feel* ***we are accomplishing our stated purpose and asserting faculty voice*** *on campus and most (21/23) felt we do this in an excellent to good way.*
			3. *91% feel Senate is* ***addressing the right issues.***
			4. *Areas for Improvement:*
			5. *Many senators feel the* ***lack of an orientation*** *to Senate. This can be an area to address in the future, however what makes this a difficult area is that it is hard to get senators together outside of meeting times due to disparate schedules. Also we tried some alternate methods of orientation for new senators and as a refresher/reminder for long-standing senators - as in the “DID YOU KNOW ?” series, but this did not seem to resonate as an effective means of orientation.*
			6. *Many decried the* ***time taken up by officer reports and want more time for discussion****. Noted, but remember the officers are reporting out on issues that do affect your constituents. Also the meetings are not the only avenue for discussion – discussion can be continued online with all or with select “experts”. Some suggested changing the order of the agenda…and we will try this in Spring.*
			7. *Please send further comments to Chris or Claudia – especially if you have good ideas re: orientation for new members.*
			8. *M.Ichinaga suggested the outgoing senators in each department orient the new senators as elected. We will follow up on this suggestion.*
	2. VP- Curriculum:
		1. *Busy time of the semester for the Committee as they try and finish things up. A. Carr reminded all that the 2015 Curriculum Regional meeting is on Nov 14th at Mt. SAC – all are invited to attend, or you can mail A. Carr if you want her to discuss any curriculum issues on your behalf. M. Mata brought up a Math. Department issue re: the currency of the ECC curriculum webpage and materials. A. Carr demonstrated how to get to Curricunet via the ECC webpage. It was noted that the area is being worked on and all should be up-to-date by Summer. Faculty wishing to propose new courses should first meet with A. Carr and Q. Chapman*
			1. Last two official CCC meetings. Not only does CCC have to deal with ECC issues, but also things at the state level.
			2. If you have questions about the process, Nov 14th is a ??? meeting that will answer your questions
			3. Questions about the CCC web page which is out of date. Carr showed the Senate how to access the up to date material through Curricunet.
			4. Working on adopting procedures to update the current practices.
	3. VP Education Policies
		1. *see NEW BUSINESS.*
	4. VP Faculty Development
		1. *The “Getting the Job” workshop Part 1 is coming up Friday Nov 6th, please RSVP by Wednesday for lunch count purposes. The FDC will be meeting this week to review the Outstanding Adjunct Award nominations and the winner will be announced at the Dec. Senate meeting. Thanks to all who completed the Faculty Needs Assessment survey – there is still time to do so if you are a little late.*
			1. Filming the Workshop
	5. VP Compton
		1. *Pleased to report an increase in CEC SLO completion from 54% to 84%. A visiting Partnership Resource team, courtesy of the Chancellor’s Office Institutional Effectiveness Partnership Initiative, is at the CEC to aid with Accreditation and Self-Evaluation*.
			* 1. Respond to SLO completion rate- 54%. Improved to 84%. Still have 26 SLOs outstanding.
				2. Thursday- meeting with partnership resource team. How to proceed with Self accreditation.
	6. VP Institutional Effectiveness
		1. Spring 2015
		2. Communication ILO Data
		3. Adjunct SLO/PLO Best Practices
		4. ALC Handbook new members
		5. Fall 2015
		6. Complete ILO report/Implement Actions
		7. Plan Critical Thinking ILO
		8. TracDat Training Materials
		9. Follow-up procedures
		10. Program Review
			1. Spring 2015
			2. Completed 8 of 9 full 4 year program review
			3. Completed 10 of 10 CTE 2 year program review
			4. Fall 2015
			5. 12 scheduled full 4 year program review
			6. 5 scheduled CTE 2 year program review
		11. SLO/PLO Assessments
			1. Spring 2015
			2. El Camino SLO 464/480 = 97%
			3. El Camino PLO 21/30 = 80%
			4. Compton SLO 136/162 = 84%
			5. Compton PLO 3/10 = 30%
			6. Fall 2015
			7. El Camino 463 SLOs scheduled for assessment
			8. El Camino 36 PLOs scheduled for assessment
	7. VP-Finance
		1. pp. 45-46, 9/17 PBC Minutes: Planning Priorities, please note the planning process, bottom up from Department to Division to VP. Also note the $500,000 augmentation for supply budgets.
	8. VP Tech.
		1. Invited CTO to next meeting
3. Special Committee Reports
	1. VP Academic Affairs
		1. *Commented on the augmented supply budget, and noted the allocations to Divisions and departments should be out by the end of the week. Most augmentations were the result of department program plans. Dr. Shankweiler also clarified some numbers related to new faculty hiring as raised by M. Ichinaga. 16 new hires for next Fall, plus 6 “carry over’ hires, plus 6 additional counselors via SSSP funding.*
	2. VP Student Service
		1. *Expressed satisfaction with the Accreditation team follow-up visit. Their focus was to follow-up on whether we were indeed linking planning to budgeting, and how well we were actualizing shared governance as defined in the Making Decisions at ECC document. They seemed satisfied on all counts. We can expect a draft report soon, and then the final report in January. Dr. Nishime aslo noted that all consultation committees are expected to have a web page, and these could be linked from the Senate web page. We must make the pages easier to find. Dr. Nisihme has a template all areas can use. And, due to the amount of work to get this running, some web support from Dr. Shankweiler’s office is promised.*
4. Unfinished Business
	1. AP4040-Library Services-**C. Striepe**
		1. Pgs 68- 70 in packet. This revision updates the AP to reflect current practice by deleting the Library Advisory Committee, which the librarians feel is a duplication of the already long existing library liaison service where most library/faculty collaboration occurs. Attendance at the LAC is low and lacks participation from all Divisions. **Second reading and vote.**  *Motion made and seconded by P. Marcoux and R. Wells. Vote passed, one abstention.*
	2. **AP 5530 – Student Rights and grievances – C. Gold**
		1. Pgs 29 – 42 in packet. This procedure has updated language regarding student rights and grievances. There is no corresponding Board Policy. Our first reading generated much discussion. **This will be brought back** after further discussion with William Garcia and the Union.
	3. **Minimum Qualifications – C. Striepe**
		1. Pgs 23-40 in packet. Changes and Updates. Several areas noted desired changes/updates. Dr. Perez agreed to continue monitoring the changes. The list will be revisited after 6 months to ensure we remain in compliance. Some requested changes can be noted in the job postings under the “Desirable Qualifications” category.
5. New Business
	1. **BP/AP 4240 – Academic Renewal – C. Striepe**
		1. This is a clean-up and Title 5 update for this policy and procedure. This is the first reading. *Some discussion..these questions will be passed back to the Ed Policies Committee so that the document can be refined for clarity if necessary. This will return for a second reading and vote at the Nov 17th Senate meeting. Please contact Dr. Gold or the Ed Policies committee members if you wish to comment further.*
6. **Information Items/ Special Reports**
	1. **Responsible Employee Discussion – Jaynie Ishikawa**
		1. *J. Ishikawa came to the meeting to answer questions from the Senators on the role/duties/expectations of being a responsible employee. Lively discussion and many good questions. J. Ishikawa agreed that a statement in a syllabus alerting students that revelations via talking, in an essay or class exercise, would need to be reported to the Title IX officer, might be appropriate. J. Ishikawa will draft a “template” example statement faculty can use. Also documenting interactions with students is a good idea in case questions come up later. J. Ishikawa urged faculty not to get too caught up in the possible scenarios, but think of the big picture of helping students in need. However, there are still questions from faculty on faculty rights, student rights, etc. Please contact J.Ishikawa with questions, or arrange for her to come to your department for more training.*
	2. **Area C Resolutions – Chris Wells**
		1. *C. Wells attended the Senate Area C meeting, and with C. Striepe, will be attending the State Plenary this week. C. Wells wanted to get senate feeling on how Senators felt about endorsing Resolution 2.02 re: the Chancellor’s report critical of the ACCJC Accreditation, especially as it might be against the ECC BOT resolution in favor of the ACCJC. A straw poll showed that the ECC and CEC senators present supported the Chancellor’s report.*
		2. *Resolution 7.0 re: collecting /not collecting and disaggregating data on gender issues – this one may be rewritten.*