

Adjunct

- Chinedu (Ed) Muo
 Jack Spencer

Behavioral & Social Sciences

- Ali Ahmadpour
 Stacey Allen
 Kristie Daniel Di-Gregorio
 Renee Galbavy
 Michael Wynne

Business

- Kurt Hull
 Phillip Lau
 Joshua Escalante Troesh

Counseling

- Anna Brochet
 Rocio Diaz
 Seranda Sylvers

Fine Arts

- Jonathan Bryant
 Joe Hardesty
 Russell McMillin
 Joanna Nacheff
 Darilyn Rowan

Health Sciences & Athletics

- Andrew Alvillar
 Ryan Anthony
 Nate Fernley
 Tiffanie Lau
 Colleen McFaul

Humanities

- Kevin Degnan
 Sean Donnell
 Brent Isaacs
 Elayne Kelley
 Pete Marcoux

Industry & Technology

- Charlene Brewer-Smith
 Ross Durand
 Dylan Meek
 Renee Newell
 Jack Selph

Library and Learning Resources

- Analu Kameeiamoku Josephides
 Mary McMillan
 Claudia Striepe

Mathematical Sciences

- Susana Acosta-Acuna
 Diaa Eldanaf
 Robert Eleuteri
 Le Gui
 Ronald Martinez

Natural Sciences

- Mia Dobbs
 Shimonee Kadakia
 Darcie McClelland
 Shanna Potter
 Jwan Amin

Associated Students Organization

- Dalyan Johnston
 Pretty Abraham

Curriculum Chair

- Janet Young

Academic Affairs

- Jean Shankweiler

Student Services

- Ross Miyashiro

President/Superintendent

- Dena Maloney

ECC Federation

- Kelsey Iino

Institutional Research

- Carolyn Pineda
 Joshua Rosales

Dean's Reps/Guests/Other Officers:

- Julieta Aramburo
 Jeff Baumunk
 April Bernabeo
 Stephanie Burnham
 Greg Fry
 Christopher Hurd, SEA
 Camila Jenkin
 Shiny Johnson, Nursing

George Levine
 Gifford Lindheim, HAS
 Coleen Maldonado
 Kathryn Marsh
 Gary Medina
 Jeff Miera
 Andrew Nasatir
 Grace Ou
 Karen Preciado
 Colin Preston, Kinesiology/Athletics
 Virgina Rapp, Business
 Russell Serr, HAS
 Portia Sorunke
 Sara Tabrizi, ITEC

Viviana Unda, IRP
 Celso Uribe
 Carla Velasquez-Lopez
 Elizabeth Walker, Humanities
 Kerri Webb, Marketing & Communication
 Moses Wolfenstein, LLR – ODE
 “Tony” Roland Zapata, Counseling

Excused: K. Daniel Di-Gregorio, R. Galbavy,
A. Josephides

ACADEMIC SENATE MINUTES

March 2, 2021

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

A. CALL TO ORDER

Senate President Darcie McClelland called the second Academic Senate meeting of the Spring 2021 semester to order on Tuesday, March 2nd at 12:31pm.

D. McClelland: Quick Reminder

- Comments/questions not directly related to current agenda item will not be acknowledged until public comment. Additionally, comments/questions on agenda items should contribute to the discussion in a meaningful way. Public comments will be limited to 1 three-minute comment per person per meeting.
- If you type something in the chat that you would like read aloud, please begin the comment with ***. If your comment does not begin with *** we will assume it's just for others to read silently and will not acknowledge it publicly.

B. APPROVAL OF MINUTES (p. 6-16)

D. McClelland: See pgs. 6-16 of the packet for minutes from February 16th meeting. Motioned by P. Marcoux, seconded by C. Striepe.

- No comments or questions
- 41 yes, 0 nos, 0 abstentions. APPROVED.

C. UNFINISHED BUSINESS

a. Tenure Recognition- Stacey Allen and Russell Serr

- S. Allen: As many of you know, we recently held the fifth annual tenure reception to honor our newly tenured faculty and sadly we missed an opportunity to recognize one of our very special tenured faculty and so at this time, I would like to invite Dean Russell Serr to introduce today's honoree
- R. Serr: Privilege to recognize Gifford Lindheim. Have had the privilege to observe him on the field and in the classroom and out, and learn something new every time I watch him teach and coach. The way he communicates with people is something to admire, lives mission of the college. Wife and kids often come to the games. We are very lucky to have Coach Lindheim as part of the El Camino College community
- D. Maloney: So glad to be here and to recognize Coach Lindheim, was the first person to interview when I joined the college. Faculty play an important role in our institution and to earn tenure is an important milestone, and it is important for college and person to recognize tenure. So happy you joined ECC. When Mike and I go to football games, we recognize your leadership. Congrats on your tenure and best of luck on your tenure.

- G. Lindheim: I love being an El Camino Warrior. Always working on getting better, so much to learn. I hope to continue to represent the college and my family in the best way possible. Thank you everybody.

R. Diaz: Welcome Virginia Rapp, Dean of Business Division!

V. Rapp: In response to *in what ways is your division connecting with students to support them in a remote environment?* Faculty and departments are aware that students are somewhat unconnected and they have tried to come up with some events to pull students in to share information about the industry, about the classes, to use information to get a job. Structured classes in ways that students can get out faster. We also have the open computer lab, have an instructional assistant that can see their screen, manipulate their assignments, writes. It's been really great. Review sessions with students on his own time to take real estate sales and broker license. Faculty are aware that they need extra help, and when they are having trouble they contact us and staff go the extra step and they've done a great job.

R. Diaz: Thank you for being with us. Our next introduction is Nate Fernley.

N. Fernley: I'm really grateful to be here. This is the first time getting to work with Academic Senate and I'm grateful for the opportunity and hopefully learn as much as I can, and hopeful to make as much change on campus as possible.

R. Diaz: Thank you. Next is Ed Muo and one thing he is looking forward to is working on expanding feasible modes of instruction during and post-COVID and providing an ECC alum viewpoint.

E. Muo: Hi, I am an alumni of El Camino. Started at my high school, and one of the senators taught me in chorus, Dr. Nacheff. I'm really excited to come back to El Camino, currently teaching Anatomy. Very happy to lend my expertise and knowledge when it comes to ECC matters and perspective of ECC alumni as well.

R. Diaz: Thank you, we're happy to have your expertise and knowledge. Last but not least, Dalyan Johnston, Director of ASO. She is looking forward to giving a student perspective and learning more about El Camino and everything that is going on behind the scenes with faculty. Welcome Dalyan!

D. Johnston: Thank you, I'm very excited to work with you all and give you all a student perspective. I am a first year business major. Thank you.

D. McClelland: Welcome to everyone, we're excited to have all of you working with our senate this semester. Thank you for your service to the senate and to the college.

b. Guidelines for Camera Use and Recording in Online Synchronous Classes 2nd Reading and Vote-Moses Wolfenstein

- D. McClelland: Motion to approve camera policy: motioned by P. Marcoux, seconded by S. Donnell.
- The onus is on us as faculty members to prove that it is necessary for instruction. Are there are comments, questions or concerns about the policy as it appears in the packet? None.
- Vote: 39 yes, 2 abstentions (D. Rowan, R. McMillin), 0 nos. Policy passes.

D. NEW BUSINESS

a. BP/AP 4260: Prerequisites and Corequisites 1st Reading- Darcie McClelland

- D. McClelland: Made no changes to BP, but we regularly take a look to review, to get in habit of regular review cycle of our policies and procedures.
- The way our policies and procedures. BP's are short statements and procedure is the longer document that spells out details to carry out the policy.
- No questions about BP. If any questions or comments, please email Darcie.
- AP: It is a little bit longer. The changes are noted in different font colors. In the first paragraph, added enrollment limitations. Minor change from courses to classes because document is called Schedule of Classes. Added a reference and some language about challenges and how students can challenge if they are deemed to not meet a prerequisites or corequisites, added by deans. This is straight out of Title 5.
- A. Brochet: Something came to my attention last week. With AB 705 changes to prerequisites, certain classes still cite previous basic skills prerequisites. Because of AB 705, those are no longer required, but it is confusing to students. Had a student in a Chemistry class and instructor mentioned that if student never took Math 40, shouldn't be in that class. Based on faculty announcement, student dropped course. With AB 705, these courses are not required. Had to explain to students that because of AB 705, no longer required.
 - J. Young: You are right, there is recommended preparation with old wording. We we're able to change all courses, we changed many of them, but that curriculum does not become active until next catalog. You bring up a good point, will bring up to Jean, Lavonne, and Lori.
 - DM: Will bring back to Council of Deans to remind faculty
- E. Walker: How can a student demonstrate the burden of showing "the prerequisite or corequisite is either unlawfully discriminatory or is being applied in a unlawfully discriminatory manner"? How will a student have access to this type of information? DM: It is state law. We can certainly look into providing students with advisement when they come to us with a challenge.
 - J. Escalante: There are potential legal implications that we don't want to makes changes. Proving a negative, that is really hard to do.
- DM: Under curriculum review process, instead of mutually agreeable, spelled out what it means-between senate and administration. We made some strikeouts to align with what we are doing.
- There is a lot of detail of how we review our courses, the level of scrutiny of prerequisites and corequisites. Consultation to make changes to BP/AP, takes minimum of 3 ½ months. Felt it was more appropriate for these details to live in curriculum handbook.
- A. Ahmadpour: Regarding the last question, for example, if faculty says to student something that discriminates against them. DM: This doesn't govern what a faculty advises to do or faculty behavior, it governs published prerequisites and corequisites. Challenge process is if student believes the published prerequisite or corequisite is discriminatory, then they would need to provide evidence to college to have it overturned.

- DM: Any additional questions or comments on this? None. We will bring this back for second reading and a vote in next meeting. Please email me with feedback, I will follow up on what info we can give student if they want to challenge a prerequisite or corequisite.
- b. BP/AP 3200: Accreditation 1st Reading- Claudia Striepe
- C. Striepe: We wanted to review this one while process is still fresh in our minds. The only change here is elimination of double wording of 'special accreditation'. Are there any questions about BP before we move on to AP? None.
 - AP is a little longer, there are a couple of changes, fairly minor, adding some points for clarification.
 - Noting when the process should begin
 - Decided that current way the steering committee worked was satisfactory, didn't make any changes in this area.
 - Any questions? None.
- c. BP/AP 4300: Field Trips and Excursions 1st Reading- Claudia Striepe
- C. Striepe: Dr. Serr here as well in case there are questions and concerns. He was instrumental in bringing this back because his department wanted some of the verbiage included.
 - Included 'transportation and planning' and also replaced musical with any 'performing arts' activities
 - Comma suggestions from Sean Donnell
 - CS: We decided to include original titles of field trips and excursions, but we will be including definitions and information not only pertaining to field trips and excursions, but also alternate site visits. This document should be kept in local division office so that appropriate planning persons have access to it.
 - Again will note broader definition of performing arts
 - S. Bray: Reason for the change in the miles from 50 to 20? CS: Not 100% sure. R. Serr: Has been back and forth, that is before this revision. D. McClelland: 50 miles is a really long way, faculty were asking students to go on these trips that were really far away. An equity problem because students don't have resources to travel 40 miles. For us to keep track of it so we don't make excessive demands. Just saying it requires VP approval.
 - S. Bray: One of my colleagues had a question about this BP. Correct me if I'm wrong, do professors need to include it on their syllabus before the start of the semester? One thing that is problematic is getting bus rates; would an estimate suffice? CS: As mentioned in the beginning, make a reasonable effort. Could say it is an approximate amount.
 - J. Nacheff: I always include in my syllabus that there is an approximate cost. Be as transparent as possible. But sometimes there is no way to include every single detail. Will that be sufficient? CS: I think it will be acceptable, you are making reasonable effort to be transparent and provide students with information.

- C. Preston: For Athletics, go to a lot of competitions. Now have to have VP approve every trip in addition to 20 miles? RS: Not required for athletic events
- A. Ahmadpour: How do you quantify the word regularly? DM: Refers to not meeting in the classroom
- C. Striepe: Included other scenarios, that are highly unlikely, how will we deal with these instances. JS: If student needs accommodation, goes through SRC
- A. Alvillar:
 - Athletics is not a field trip. Field trips are scheduled into a class, anything scheduled into athletics is separate.
- J. Nacheff: We have students who audit course, that would exclude them. Performing arts and athletics are separate from a field trip.

E. INFORMATION ITEMS – DISCUSSION

a. Campus Climate Survey Presentation-Viviana Unda

- V. Unda: Spring 2021 Campus Climate Survey, IRP
- For student campus climate survey, Josh will be the chair. For employee, Carolyn is the chair.
- Student and employee survey committees were convened to review the 2018 survey instruments
 - Employee campus climate survey was reviewed by the Employee Experiences subcommittee from the President’s Advisory Committee on Race and Equity
 - Student campus climate survey was reviewed by a cross functional committee, incorporating elements of the CCSSE. 2018 questions were adjusted to reflect the realities of remote learning
- Surveys are currently going through collegial consultation committees
- Research Questions
 - Student Perspective
 - Employee Perspective
- Student Survey Sections
 - Overall experience (5)
 - Physical Environment and Safety (9)
 - Campus Life and Activities (4)
 - Diversity and Inclusion (8)
 - a. USC survey
 - Housing security (6)
 - Homelessness (12)
 - Finances (3)
 - Open ended questions (7)
- Employee Survey Sections
 - Mission (3)
 - Work Environment (15)
 - Sense of belonging and college value (6)
 - PD (4)

- Job satisfaction (7)
- Communication and vision/direction of college
- Service to students (4)
- Equity and diversity (7)
- Open-ended Q's (3)
- Demographics (11)
 - a. Employees will be surveyed by external USC survey this year
- Total: 69 questions
- Survey Administration
 - Both surveys will be administered through Qualtrics. No paper surveys will be used.
- Analysis of Results and Reporting
 - June & July 2021: Process results
 - Sept 2021: Review results, discuss action plan, lessons learned/suggestions for next round
 - October 2021: Report completed and formal rollout of results
- A. Ahmadpour: question. I think it is only fair to add that question-what works, what doesn't. We can be more specific to address disparity between administrator and teacher pay
 - C. Pineda: Addresses more the campus climate.
 - AA: If we are addressing equity, it corresponds to well-being of the campus
 - D. McClelland: That is not a senate issue, bring up to Federation.
- A. Brochet: Question about number 43-talking about communicating with faculty
 - VU: Can ask them to change the wording of the question if it is one or two words, can't be complete rewording for longitudinal results
- E. Muo: Are there any strategies for participating for faculty and students? VU: Have not given any incentives for surveys. If we give incentive for one survey, probably students would expect an incentive. We administer so many surveys through the year that it would be costly to do something like that. We try to get support from stakeholders
 - C. Pineda: Did a sample of courses, asked faculty to give us some time in class. With virtual environment, that was taken away. We are looking how to move forward this year.
 - VU: COVID 19 survey got about 2,000 responses and analysts felt pretty well with that number
 - EM: People who are on Canvas-is there a way to incorporate into actual Canvas pages and you would get data. I wouldn't mind sharing that with my students.
- E. Walker: It is interesting that there are no direct question about how faculty/staff feel about the racial climate on campus being that there have been at least 3 campus-wide racial incidents amongst the faculty.
 - CP: Those questions will most likely be included in the Employee survey from the USC Race & Equity that will be administered in Fall 2021.DM: Is there something we can put that on this survey? Thank you, Dr. Walker.

F. OFFICER REPORTS

- a. President, Darcie McClelland
 - As a follow up to the concern raised 2/16 about WL students not having equitable access to course
 - Increasing student involvement in Academic Senate
 - Senate will participate
- b. Chair, Curriculum – Janet Young

No report.
- c. VP Educational Policies – C. Striepe

No report.
- d. VP Equity, Diversity, & Inclusion- A. Josephides

No report.
- e. VP Faculty Development- Stacey Allen
 - Cohosted by EDI and FDC: Informed and Inspired: Where Do We Go From Here? Cultural Transformations at ECC – 3/18 1-2pm
 - Will elaborate at next meeting
- f. VP Finance- Josh Troesh
 - New US administration and new laws do not immediately create budget change
 - State > Chancellor’s Office > School > Union
 - Will elaborate at next meeting
- g. VP Academic Technology- Pete Marcoux
 - Academic Technology Committee
 - ECC Ed Tech Conference March 25th and 26th
 - Thur 2-3, 3:15-4:15, & 4:30-5:30 (division)
 - Fri 9-10 keynote, 10:15-11:15, 11:30-12:30
 - a. Keynote Jory Hadsell, Ed.D. Executive Director CVC-OEI
 - College Technology Committee
 - Faculty computer replacement plan is in motion, a draft was presented to the Tech Committee; it’s now going to Cabinet for final approval
 - Looking at options for Zoom rooms for fall
 - Tech committee looking at consolidating computer drop in labs
- h. VP Instructional Effectiveness/ALC & SLOs Update- Kevin Degnan
 - SLO reports due Friday, 5 March
 - SLO Report Entry Workshop Wednesday, 3 March at 1pm –see details in Cornerstone

- Current SLO completion rate is ~26% for the campus—keep those reports coming! And let Kevin Degnan (kdegnan@elcamino.edu) know if you encounter any troubles or have any questions.
- Newly required fields...are required. They're our core data!
- PLO reports are due 19 March. Let Kevin know if you need any SLO data for your report—there a new tool that makes finding it easier!

G. SPECIAL COMMITTEE REPORTS

- ECC VP of Academic Affairs – Jean Shankweiler
 - Return to campus planning
 - Flu vaccines – require students to get flu vaccine
 - Medicat screening, must do before coming campus: has two questions
 - Associate Degree Task Force
 - Hiring
 - i. Faculty
 - ii. Associate Deans
 - iii. Interim VP
- ECC VP of Student Services – Ross Miyashiro
No report.
- Online and Digital Education Committee- Mary McMillan

H. FUTURE AGENDA ITEMS

- a. Constitution Changes
- b. Discussion concerning appropriate online load for faculty post-COVID
- c. Officer Elections

I. PUBLIC COMMENT

K. Iino: Hosting a COVID vaccination town hall with Kaiser Permanente on March 10th

A. Ahmadpour: Not role of union to determine salary of teachers. DM: Not a senate issue.

C. Brewer-Smith: For Medicat, do we have to do that each time we go to campus? J. Shankweiler: Yes. There's no app, need to go into website everyday. CBS: We need an app for that.

J. ADJOURN

Motioned to adjourn by A. Ahmadpour, seconded by S. Donnell. Meeting adjourned at 2:03pm.