

Adjunct

- Jack Spencer
- Kamisha Sullivan

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 (Bray) Sylvers

Fine Arts

- Jonathan Bryant
- Joe Hardesty
- Russell McMillin
- Joanna Nachef
- Darilyn Rowan

Health Sciences & Athletics

- Andrew Alvillar
- Ryan Anthony
- Yuko Kawasaki
- Tiffanie Lau
- Colleen McFaul

Humanities

- Stephanie Burnham
- Kevin Degnan
- Elayne Kelley
- Pete Marcoux
- Anna Mavromati

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

- Sarah Jean Marble
- Pretty Abraham

Curriculum Chair

- Janet Young

Academic Affairs

- Jean Shankweiler

Student Services

- Ross Miyashiro

President/Superintendent

- Dena Maloney

ECC Federation

- Kelsey Iino

Institutional Research

- Joshua Rosales

Dean's Reps/Guests/Other Officers:

- Julieta Aramburo
- Loic Audusseau, ITS
- Jeff Baumunk, HAS
- April Bernabeo
- Linda Cooks, Library
- Mark Fields, AJ
- Caroline Sina Fifita, MANA
- Greg Fry
- Traci Granger, HSA

- Edith Gutierrez
- Arturo Hernandez, MESA/STEM
- Christopher Hurd, Counseling
- Mele Makalo, MANA
- Kristina Martinez, Counseling
- Edward Matykiewicz
- Andrew Nasatir
- Susan Nilles
- Ruby Padilla, Counseling
- Sergio Pineda
- Janice Pon-Ishikawa, Counseling & GP
- Manuel Rios

- Barbara Riser
- Russell Serr, HAS
- Jenny Simon, Humanities & GP
- Kamisha Sullivan, Humanities
- Blake Van Room, ITS
- Moses Wolfenstein
- Tony Roland Zapata, Counseling

Excused: A. Mavromati

ACADEMIC SENATE MINUTES

November 17, 2020

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 sixth Academic Senate meeting of the fall 2020 semester to order on Tuesday, November 17th at 12:33pm.

B. APPROVAL OF MINUTES (p. 6-19)

D. McClelland: See pgs. 6-19 of the packet for minutes from October 20th meeting. Motioned by P. Marcoux, seconded by A. Ahmadpour.

- 41 yes, 0 nos, 0 abstained. APPROVED.
- Per Robert's Rules, if you are a senator and are present, unless you vote yes or abstain, your vote will be assumed to be yes.

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.

R. Diaz: Welcome to our Deans Rep today from Counseling, Kristina Martinez!

K. Martinez: I started last September in this position. It's been unique in that we started remote shortly after. Prior to that, I worked in FA for five years. A great question is what is our commitment to equity and justice. We are really trying to put our foot on the gas to keep momentum going. The Counseling division is committed to creating an inclusive campus environment that promotes equity and justice for our students. The Counseling division has been moving towards a holistic counseling approach to ensure we connect our students to the various on and off campus resources that are available to support students. We are working on ways to utilize data so that we can be more intentional in the outreach and intervention efforts provided by the division. An example of this is improving the ways we utilize ECC Connect to identify students that may benefit from Counseling support.

Last week the Counseling division held an Anti-Racism and equity retreat to continue to generate ideas and action that will support an anti-racist culture on campus. We had a lot of discussion about concrete ways to support our students, reviewing our policies and procedures. We continue to focus on how we can support individual growth for staff and faculty through professional development, actions the division can take to support students, and ways the division can promote institutional change by reviewing and updating our practices, policies, and procedures to include commitments and accountability for equity and inclusion.

C. UNFINISHED BUSINESS

a. AP 4200, Deans List 2nd Reading and Vote -Darcie McClelland

- Motioned to approve by K. Daniel Di-Gregorio, seconded by S. Sylvers.
- D. McClelland: make something that recognizes El Camino College students. Went back to ed policies to discuss further and this is what we came up with-
To qualify for the Dean's list, a student must: Have accumulated at least 12 credit units at ECC and Complete six or more graded units at ECC in any one semester with a 3.5 GPA in all coursework receiving a letter grade that semester.
S. Burnham: Would that be a 3.5 in both semesters, or if they got like a 3.4 the first semester and then when they hit the 12 units that was 3.5 or above, would it be either or, or it has to be both? DM: They would qualify for Dean's List in any one semester that they get a 3.5 so we're not calculating overall GPA, so say someone's overall GPA is 2.5 but that semester they get a 3.5 they would be recognized.
- A. Brochet: Because you specified 'complete 6 or more graded units', does that mean 12 credit units can be P/NP included? DM: Yes.
- Vote: 40 yes, 1 no (Diaa Eldanaf), 0 abstentions.

b. AP 5031, Instructional Materials Fees 2nd Reading and Vote- Darcie McClelland

- Motioned by P. Marcoux, seconded by K. Degnan
- D. McClelland: Questions, comments or concerns?
 - P. Marcoux? This is pretty much right out of ed code, right? DM: Yes, used template which comes from ed code
 - A. Ahmadpour: Is this legally required? DM: Yes. AA: It's a little open ended. DM: We need to define for students what can be required for them to purchase and what cannot. AA: There is a movement for free education at college level. When I say free education, that means everything. When we put this in place, that becomes an obstacle for that. DM: I too am a proponent of free or low cost, there are some people that feel they need textbooks so it is important to have this for students and faculty to know
 - AA: Are you saying this will benefit students? DM: I think having a policy in place for fees to be approved and for notification having to be given to students does protect students. That means a faculty member can't just decide arbitrarily that they want to include something.
 - A. Brochet: Is this referring to fees, for example, Cosmetology and Fire Tech materials? DM: It inclusive of license to an online site to be able to do homework or things like that. AB: Policy says it has to be collected at the time of enrollment. Just as an example, Cosmetology is a very expensive fee which FA does not cover. How would we help students who have to prepay these fees at the time of enrollment?
 - DM: Clarification: this does not include textbooks, this is other required fees. This is separate from textbooks. Dr. Shankweiler, do you want to address how we collect these?
 - J. Shankweiler: The fees we collect at the time of enrollment are things like the health fee. If that part is legally required, we have to keep it in. If district is providing it, it has to be at the same cost which implies it can be purchased separately. We just have to notify

the students as Cosmetology does telling the students in the schedule of classes and the catalog. Things that are purchased we don't collect.

- DM: We can strike out "at the time of enrollment"
- AB: This is a good time to bring to people's awareness that typically when students register for these classes that do have materials that are more expensive, I don't believe FA considers those because they pay based on units. I have a number of students that struggle to get more expensive kits. If we start publishing in catalog or more up front, I wonder if we could ask FA to address these additional fees
- J. Hardesty: Thinking about studio arts, I teach painting and drawing and have colleagues who teach sculpture and other things. We don't have a fee in our area, but we do have required materials that are a deal breaker if students can't get those materials, they're not able to pass the class without them. As an aside, the FA thing that was just raised is also a frustrating thing in my area also because FA can't always be used to buy the materials that are required in our classes, but it can be used for books and things like that
- C. Striepe: can we amend to collect when the class begins? DM: I don't want to make it specific if that's not the reality
- J. Troesh: I think that this is easy when it comes to fees that college collects. For materials for classes, there may be larger problems. With certain licensing groups, we may be having problems with licensing groups if students don't have proper materials for the class. Would hate for something to have unintended consequence later on.
- DM: Dr. Shankweiler clarified that the health fee is not an instructional fee, it's in a separate AP. This is specifically relating to instructional materials required for a class. Pete clarified there are course fees and materials fees. JT: It makes it more tricky because we may have our hands tied to keep those certifications. DM: We can certainly suggest to college to expand what financial aid covers like these instructional fees, for example, materials for painting and drawing.
- K. Martinez: Financial aid does take this into consideration if the student is receiving aid
- R. Diaz: Does this include materials that are associated with materials like MathLab and other online platforms? How can we let students know about these up front? Will they be published? DM: That will usually be in a course syllabus. There's a wide variance in departments between how much textbooks cost, it's tricky because there is a lot of academic freedom with what faculty want to require
- S. Potter: I'm thinking about our division, a lot of instructors use things like Mastering Physics or Mastering Chemistry and students are required to purchase that in order to get graded for assignments. There's a difference there—students have options with textbooks, but online programs are required. DM: These are covered here, you would need to put in your syllabus that it is going to be required and how they can purchase that
- AA: We pass so many resolutions when it comes to equity. The money that we receive from CA in terms of lottery will be mainly used for students. Add one amendment to this proposal: for those who cannot afford to buy these materials and acknowledge they need that, then money should come from lottery. DM: I don't think we have that authority. AA: But we can recommend to our administrators. JT: One of the challenges

with lottery money—if you want to look at exploration of this, John Oliver did a good investigative journalism piece—it doesn't end up giving extra money to schools. What states, including CA, state funds schools at a billion dollars. Lottery comes in at half a billion. State cuts funding by half a billion, turns lottery into expensive tax on generally lower income people. We should be very careful about earmarking lottery money. As lottery money goes up, they tend to cut funding in other areas to make everything else equal. It's an annoying process, and quite misleading to public. I agree, we should be very careful about making proclamations relating to lottery money considering that the state could be cutting us in other places. DM: I want to caution us about comparing us to things that SMC does, have a different, larger budget

- R. McMillin: A lot of the supplies on my supplies list are bought on campus. I have had student on FA keep the receipts and take syllabus and they have received remuneration from school or financial aid. I've written a note and they've gotten compensated. DM: I'm going to make a recommendation to include more info for students who are receiving financial aid. I don't think this procedure is the right place for that but will make rec to have this added to FA website because I do think that this is important
- Vote: 36 yes, 0 nos, 5 abstentions (A. Ahmadpour, R. Diaz, J. Troesh, A. Brochet, S. Sylvers)

D. NEW BUSINESS

a. Guided Pathways Scale of Adoption Assessment 1st Reading- Jenny Simon and Janice Pon-Ishikawa

- J. Simon: Starts on page 26 of your packet. I have assigned each scale of adoption a number, not for any official purposes, but to give us an idea of where we stand in terms of GP.
- J. Pon-Ishikawa: First area is about mapping pathways to student's end goal. Programs are marketed—everyone knows we reorganized. Although we have metamajors, as soon as you see our website, not split up by major yet. We still need to work on website so it's well designed and clearly shows pathways and delineated by metamajors. We have program mapper already published, not on front page yet. We are trying to include in curriculum process. Required math courses are appropriately aligned—we have been working on that. Counselors are reorganized by metamajor, creation of program maps. We have efforts by strong workforce and career education. Efforts by HDEV to contextualize their offerings for career and tech. Our score—we have a 2.6 out of 4 so we are still working on it. We are not all the way there yet.
- JS: Markups show changes from last year's and this year's self-assessment. Next area is enter the path. In each area, we also see equity considerations. We are about a score of 3- Scaling in progress.
- We want to launch MyPath which include embedded counselor and PASS mentor in all metamajors. You will see developing connections with local feeder high schools. Encouraging all faculty to use ECC Connect (instructional and counseling)
- JP: The third pillar is keeping students on the path. Have one success coach per metamajor, helping us to better engage students who are underrepresented. In this

area, we have advisors and students are altered when students are at risk of falling off their programs plans-a lot of our special programs getting these alerts. Need to scale to our general populations. This area a little lower than the last two, 2.4- working on scaling this, supporting students who are not in special programs.

- Launched majors campaign – to make sure students are in the right major. Financial aid to cover fees for these high cost programs.
- JS: Finally we have fourth pillar, which is ensure learning (p. 70 on PDF). Equity considerations
- DM: Will come back for a second reading. If you have feedback on SOAA, send it to Jenny and Janice.
- A. Ahmadpour: How did you come to number? JS: It's completely unofficial, not going to be reported. Thought it would be easier to present a numeric value.

b. AP 4105, Distance Education 1st Reading- Darcie McClelland

- D. McClelland: This draft comes from distance ed committee. Our transition points out holes where we need to improve distance ed. Changes are highlighted in red
- Under student identity and DE courses, there is some grammatical corrections, change to name of committee
- Definition of DE from Title 5. We define our modalities: online, hybrid, live online, and web-enhanced courses.
- A. Ahmadpour:
- DM: I will make sure that addition is in the version for the second reading
- S. Potter: Will this apply to courses that are only online because of COVID
- DM: If you have a suggestion for language, please email it to me
- K. Daniel-DiGregorio: Could we get a quick recap on how this was developed? DM: ODEAC, Ed Policies, Council of Deans, now it's here. KDD: Minimum of one meeting has to be included in schedule. That's a good idea. Does that need to be in the schedule? DM: I think it's covered under hybrid.
- KDD: Doesn't specify how much PD.
- DM: Will bring back to a second reading next time. If you have any feedback between now and December 1st, please email me. Solicit feedback from your constituents.

E. INFORMATION ITEMS – DISCUSSION

a. Vision and Goals for VP Equity, Diversity, and Inclusion position- Analu Josephides

- In the middle of organizing a committee. Our first meeting will be in December before heading out into Winter break. Also have email there, I would like anyone to make recommendations, comments
- Initial goals
 - Have heard from colleagues that there are so many different programs and projects—can we find a way to identify those who are working in and around equity?
 - Liaise between Senate and Presidents Advisory Committee
 - Liaise with ASO and other student organizations and groups at ECC
 - Liaise with equity initiatives, such as MANA and APAIEI
 - Develop mission, vision, and goals for 2021 spring semester

b. ASCCC Plenary Report-Darcie McClelland

- D. McClelland: Will hold off for now. Did include adopted resolutions and document from Palomar College that I thought was a cool way to adopt equity in 10+1

F. OFFICER REPORTS

a. President, Darcie McClelland

- We have senate rep
- Thank you to Mia who stepped up to be rep for Associate Dean hiring committee
- Presidential Search
 - Going to agendaize this for discussion at our next meeting. If you have anything specific before December 1st, please email me

b. Chair, Curriculum-Janet Young
No report

c. VP Educational Policies – Darcie McClelland

- Congratulations and a huge thank you to our new Ed Policies VP, Claudia Striepe!

d. VP Faculty Development- Stacey Allen

- Can use another panelist for Getting the Job Workshop
- Spring PD Day: February 10th, it will be virtual
 - Call for proposals coming soon
 - Interested in participating on the planning committee? Contact Stacey Allen at sallen@elcamino.edu
 - Don't anticipate it will take a lot of your time because we do have a keynote speaker

e. VP Finance- Josh Troesh

- The only big thing-encourage everyone not to make any big assumptions with regards to election. State budget is driven far more by economics than politics, we are still in a wait and see. While there are some things that are promising, cannot make any assumptions one way or another

f. VP Academic Technology- Pete Marcoux

- Academic Tech Committee meeting this Thursday
- Have a College Tech Committee right after this. The proctoring software and password resets. I hope everyone has been resetting pw's
- Faculty laptops – they are still discussing, in the process of taking inventory. Finding out what machines are out of warranty, about to go out of warranty

g. VP Instructional Effectiveness/ALC & SLOs Update- Kevin Degan

- A small cohort of programs from BSS and HSA will be moving forward with Program Review for this academic year, to be completed by week 8 of Spring 2021 and reviewed by the Academic Program Review Committee in the second half of Spring 2021
- SLO & PLO assessments for Fall 2020 are on track. Fall 2020 SLO reports will be due to be entered 5 March 2021, PLO reports will be due 19 March

G. SPECIAL COMMITTEE REPORTS

a. ECC VP of Academic Affairs – Jean Shankweiler

- Winter and spring schedules – making sure there is info for students so they understand what they are signing up for
- First lecture lab parity committee meeting today – thank you to everyone who volunteered
- Faculty position ID process – meet next week with results of this process
- Guided Pathways SOAA – due to Chancellor March 1
- Emergency Substantive Change to ACCJC – December 1
- Faculty Obligation Number certification to CO – due Nov 30
- AB 705 Validation – due to CCCCCO December 30

b. ECC VP of Student Services – Ross Miyashiro

- New software “Engage” – to help students sign up for clubs, online voting. It will really help
- CARES act funding is in second round. FA taking proposals
 - Have received over 1,000. Will be handing out directly to students to make sure students have homes, food, clothes, and child care

c. Online and Digital Education Committee- Mary McMillan

- Related to Proctorio – has been funding by CA Virtual College. Beginning in January, will no longer have Proctorio. Committee is looking at other products. You will be seeing this for you to discuss later
- We are moving first phase with CA Virtual College. Can automatically update course listings, including number of seats available
- We are postponing the ODE bridge unconference. Decided to offer in early winter or spring, or holding adjacent to Academic Tech conference. As it’s being confirmed, will get more info
- DM: Because Proctorio is not being offered, Moses had wanted to come in and do informational presentation at our next meeting. Do we want to have two readings and a vote? Are we comfortable with listening to Moses presentation and supporting or not supporting the recommendation that day?
 - Consensus was for Moses to present on December 1st and then make a decision
- MM: I agree to trust the recommendations myself. One of the challenges is we don’t know what the budget parameters are for the different products, what’s available to us.

H. FUTURE AGENDA ITEMS

- a. Outstanding Part-Time Faculty Award
- b. AP 4231, Prerequisites

I. PUBLIC COMMENT

None

J. ADJOURN

Motioned to adjourn by A. Josephides, seconded by A. Ahmadpour. Meeting adjourned at 2:05pm.