



Academic  
Senate

Meeting  
11-03-20

El Camino College

# 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.

# Welcome Deans Representative!

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## **Katie Sundara**

*Associate Dean*

Industry and Technology

### ***In what ways is your division demonstrating its commitment to equity and justice?***

*CTE courses are considered electives in most schools. Thus, racial disparities and opportunity gaps in access to and completion of these programs show the need for CTE programs that reflect the demands of their communities and align with fast-growing and high-paying careers of the future.....states must create objectives that address racial inequities in access and participation. (Smith, 2020)*

#### ITEC approaches (some):

- Curriculum: looking at divisional data on racial disparities for completion and success to help inform us for curriculum and program review.
- Hiring: being more deliberate with questions regarding equity; which helps to inform us on how to support new faculty from the beginning.
- Classified: Supporting and encouraging our staff to participate internal and external workshops to add to their understanding of equity, diversity and justice.

# Unfinished Business



# Election

- Vice President Elect of Equity, Diversity, and Inclusion

# Academic Senate Policy on Anti-Racist PD

- In order to fulfill the mission of El Camino College to make a positive difference in people's lives and provide innovative and excellent comprehensive educational programs and services that promote student learning, equity and success in collaboration with our diverse communities it is imperative that all ECC faculty be educated about the systemic nature of racism, its unconscious and conscious rooting into society's institutions, policies, and practices as well as those of our College, the historical and current impact of racism, oppression, marginalization, and discrimination on the physical, emotional, and mental health of students, employees, and community members of color, and individual responsibility in perpetuating such inequity.
- Thus, beginning with the [2021-2022](#) Academic year, all tenure and tenure-track faculty are required to complete four hours and currently employed part-time faculty three hours of senate-approved racial equity focused professional development outside of the mandated fall and spring professional development events each academic year. Further details concerning the implementation of this policy can be found in the Anti-Racist Equity Professional Development Implementation Plan

# Anti-Racist PD Policy Implementation Plan

Starting with spring 2021, all ECC faculty will be strongly encouraged to complete anti-racist equity focused professional development outside of PD day general session in the following increments:

- Full time- 4 hours per Academic year
- Part time- 3 hours per Academic year (dependent on negotiation of pay for this time; if district does not agree to pay all PT for 3 hours, they will be required to complete only what they are paid for)

In fall 2021, this will shift from strongly encouraged to mandated. The senate recommends the following consequences for faculty who do not complete this requirement:

- 1<sup>st</sup> time- faculty member receives a letter signed by appropriate dean and senate president informing about failure to complete required equity PD and notifying that if this happens a second time faculty member will be docked pay in the same way as if the faculty member did not complete the required 24 hours of FLEX.
- 2<sup>nd</sup> time- pay will be docked following same procedure that is in contract for required FLEX hours.

# Anti-Racist PD Policy Implementation Plan

On-campus anti-racist equity focused professional development will be recognizable in Cornerstone by a graduation cap logo and “Diversity/Equity/Cultural Intelligence” notation so that faculty can easily determine which activities qualify to meet this requirement. Faculty who wish to complete outside activities to meet the equity PD requirement will submit the activity on Cornerstone using the External Training form. This will be done using the same mechanism as is currently used for approval of outside activities; however, if the faculty member indicates that this training should fulfill the equity requirement the activity may also be reviewed by the senate VP of Diversity, Equity, and Inclusion in addition to the approval by the dean already required. The senate VP of Diversity, Equity, and Inclusion will audit outside approvals for equity PD each semester to ensure that the proposals approved are, in fact, related to racial equity.



# Anti-Racist PD Policy Implementation Plan

Each semester, the FDC will publish a list of suggested on-campus activities for faculty members who are new to equity training to help guide them on their journey towards becoming more equity minded. These activities will be designed to introduce basic equity concepts such as microaggressions, implicit bias, institutional racism, racial privilege, stereotype threat, etc. Examples of current trainings that may be included on this list would be the SITE equity Canvas course and MyPath training. The senate VP of Equity, Diversity, and Inclusion will provide opportunities for interested faculty to work through these introductory level trainings in cohorts.

4 hours of equity training will be incorporated into NFLA so that new full-time faculty members will complete their first-year requirement as part of the academy.

Guidelines on enforcing student health and safety requirements in the classroom

Noncredit workplan

# New Business



AP 4200, Dean's List

# AP 5031, Instructional Materials Fees

# Information Items



# First-Gen Awareness Day November 8th



**Mon. Nov 2nd @ 1pm**  
**Black First-Gen**  
**Alumni Chat**



**Tue. Nov 3rd @ 2pm**  
**Power of the**  
**Black Vote**



**Thu. Nov 5th @ 1pm**  
**Black First-Gen**  
**Symposium**

**RSVP:**

**<http://bit.ly/eccfirstgenevents>**



# Welcome Ryan Martinez!

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## **Ryan Martinez**

*Instructional Designer*

Online and Digital Education

### **What is one thing you are looking forward to in your role as instructional designer?**

One of the things I'm most looking forward to is working with a broad group of faculty across multiple disciplines and divisions. Understand the needs of each department is going to benefit me greatly in how I can best assist across our campus.

### **What is your favorite pandemic activity?**

My favorite pandemic activity right now is having board game events with friends over Zoom. Doing zoom meetups with my friends who play has been great to catch up in a safe environment.

# INSTRUCTIONAL DESIGN

MY BACKGROUND

HOW CAN I HELP?

- Universal Design
- ADA (Section 508) Compliance
- Open Educational Resources (OERs)
- “Best” Practices
- Third-Party tools
- Multimedia Materials
- General Canvas Questions
- ????

# WHO TO CONTACT

**Dr. Moses Wolfenstein:** ([mwolfenstein@elcamino.edu](mailto:mwolfenstein@elcamino.edu))

Online and Digital Education Advisory Committee

Online Education Initiation (OEI)/ Peer Online Course Review (POCR)

Trainings related to teaching online or hybrid courses

Certification to teach online or hybrid courses

**Gema Perez:** ([gperez@elcamino.edu](mailto:gperez@elcamino.edu))

Canvas technical issues

Issues with plug ins

Missing students

Questions about adding people to your Canvas shell

**Ryan Martinez:** ([rmmartinez@elcamino.edu](mailto:rmmartinez@elcamino.edu))

Question about using Canvas (creating quizzes, assignments, discussion boards)

Course layout and design

Exploring innovative layouts and new technology

Universal Design, 508 compliance, and captioning

**Professional Development:** ([prodev@elcamino.edu](mailto:prodev@elcamino.edu))

Non-Online and Digital Education trainings

Questions about Flex

# PLEASE FEEL FREE TO CONTACT ME

- [rmmartinez@elcamino.edu](mailto:rmmartinez@elcamino.edu)
- ODE office hours (<https://cccconfer.zoom.us/j/380788209>)
  - Monday (1:30 - 3:30)
  - Wednesday (10 - 12)
  - Friday (8 - 10)

# Officer Reports

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# President's Report

- I will be "off campus" attending ASCCC plenary November 5-7. If you have resolution feedback please email me by 5pm tomorrow, Wednesday November 4.
- Volunteers Needed
  - Math Associate Dean Search Committee
    - One faculty member from outside the Math Division who will commit to having an equity/diversity focus
  - Lecture/Lab Parity Committee
    - One faculty member from each Academic Division
    - 5 of the 8 must have taught a lab course in the last year
  - Part Time Faculty Hiring Committee
    - One Full-Time Senator
  - Faculty Handbook Committee
    - One Senator

# Curriculum

- Schedule our first Social Justice and Equity Training Related to Curriculum Development and Review in Nov. led by Sociology Professor, Melissa Fujiwara.
- Curriculog is operational. B&SS is the first Division to review and approve courses in the new system. Getting good reviews.
- All courses will be reviewed in Curriculog in spring 2021
- DCC trainings are being conducted. Trainings will continue during Winter session.
- Interested in a Department training? Contact Janet Young
- Final phase of the DE Expansion Project to be completed at the end of this month to meet the Chancellor's Dec deadline. (Online, Hybrid, or Online or Hybrid for Declared Emergency Only.)

# Educational Policies

- Ed Policies is seeking a new VP/Chair. This position URGENTLY needs to be filled.
  - Position comes with either 20% reassigned time (meaning your teaching/counseling/librarian load decreases by 20%) or a stipend of 144 hours per semester paid at rate 1.
  - Responsibilities are to chair Ed Policies meetings on 2nd and 4th Tuesdays from 1-2pm, create meeting packets and take minutes, communicate with Dr. Shankweiler about policies/procedures for agenda, and forward EPC approved policies on to Senate President for approval by the full senate.

# Faculty Development



Informed & Inspired

## **Racial Microaggressions**

Thursday, November 19th, 2-3 pm

Panelists: Seranda Bray, Anna Brochet, Erica Brenes, & Shane Ochoa

# Faculty Development

## Professional Development Activity Proposal Form

Flex Category: \*

- Faculty/Instructional Improvement
- Student Improvement
- Institutional Improvement
- Other:

The Academic Senate strongly encourages racial equity focused professional development. Will this activity provide opportunities to learn about racism, anti-racism, equity gaps, or other areas related to racial equity? \*

- Yes
- No

Activity Date: \*

# Faculty Development

## Session Information in Cornerstone

SESSION

### Informed & Inspired: Racial Microaggressions



Thu, Nov 19, 2020, 2:00 PM - 3:00 PM PST

**Register by Thu, Nov 19, 2020, 2:00 PM PST**



El Camino College District > El Camino College > ZOOM - Online Classroom  
USA



1 hour



English (US)



Diversity/Equity/Cultural Intelligence

# Faculty Development

## New question on External Training form

**Training Details**

Training Type : External Training

Language: English (US) ▾

Title:

Training Description:  Limited to 1000 characters

Institution:

Training Dates: From  To



Flex Hrs Requested:

Training Hours: Hours  Min

**ECC - Did this activity provide opportunities to learn about racial equity?:**

Flex Activity Categories: Select ▾

How does this training lead to student, instructional, or staff improvement?:

Attachment(s):  Attachments 

# Finance



# Academic Technology

- [Academic Technology Committee](#)
- [College Technology Committee](#)

# Instructional Effectiveness

# Special Committees



# Academic Affairs

- Online Searchable schedule
  - Separating fully online classes from those with required zoom times
  - Separating offsite and dual enrollment sections
- Winter and spring schedule development
  - Schedule pdf for winter and spring will be separated
  - Finding solutions so the pdfs can be periodically updated

# Student Services

# Distance Education