Adjunct (1 Year)
☒ Karl Striepe
☐ Alt: Mayra Ochoa

Behavioral & Social Sciences
☒ Stacey Allen
☒ John Baranski
☒ Kristie Daniel-DiGregorio
☒ Renee Galbavy
☒ Michael Wynne

Business
☐ Kurt Hull
☒ Phillip Lau
☒ Josh Troesh

Counseling
☐ Seranda Bray
☒ Anna Brochet
☒ Rocio Diaz

Library Learning Resources
☒ Analu Josephides
☒ Mary McMillan
☒ Claudia Striepe

Fine Arts
☒ Ali Ahmadpour
☐ Jonathan Bryant
☐ Joe Hardesty
☐ Russell McMillin
☒ Darilyn Rowan

Health Sciences & Athletics
☐ Andrew Alvillar
☒ Traci Granger
☐ Yuko Kawasaki
☐ Colleen McFaul

Humanities
☒ Kevin Degnan
☒ Sean Donnell
☒ Brent Isaacs
☒ Elayne Kelley
☒ Pete Marcoux
☒ Anna Mavromati

Industry & Technology
☒ Charlene Brewer-Smith
☒ Ross Durand
☒ Dylan Meek
☐ Renee Newell
☒ Jack Selph

Mathematical Sciences
☒ Dominic Fanelli
☒ Lars Kjeseth
☒ Le Gui
☒ Ronald Martinez
☒ Oscar Villareal

Natural Sciences
☒ Shimonee Kadakia
☒ Darcie McClelland
☐ Sanda Oswald
☒ Shanna Potter
☒ Anne Valle

Academic Affairs
☐ Linda Clowers
☒ Jean Shankweiler

Student Services
☒ Ross Miyashiro

Associated Students Organization
☒ Jennifer Lopez

President/Superintendent
☐ Dena Maloney

ECC Federation
☐ Carolee Vakil-Jessop

Curriculum Chair
☒ Janet Young

Institutional Research
☒ Joshua Rosales

Dean's Reps/Guests/Other Officers:
☐
☐
☐

Excused: J. Bryant, S. Bray, R. Newell

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 fifth Academic Senate meeting of the fall 2019 semester to order on November 5, 2019 at 12:36 p.m.

B. APPROVAL OF MINUTES (p. 7-11)

DM: See pgs. 7-11 of the packet for minutes from the October 15th meeting. L. Kjeseth motioned, C. Streipe seconded, minutes were approved as presented.

Dean's Rep introduction: Katie Sundara from Industry and Technology.

C. OFFICER REPORTS..

a. President – Darcie McClelland

D. McClelland: Announcement about Warrior PRIDE – way to give positive feedback to a member of campus, anyone who is an employee. Encourage you to do this anytime that anyone goes out of their way to be helpful.

Incident Report and Referral Form has been revised to also report non-student incidents, e.g. problem with a classified staff member, a faculty member, or an administrator. There is an option to report anonymously. Caution if you report anonymously, put as much information as possible because there is no contact info in case follow up is required. Will send out on faculty listserve, encourage to let your divisions know.

Had first one-on-one meeting for the semester with President Maloney last week. Informed of what Senate has been doing and asked about her priorities for the year: how can we engage our adult student community, what can we be doing to help out our adult students and whether offering satellite courses in El Segundo near tech and aerospace hubs in the evenings is something we can explore, and other things we can be doing to serve adult student populations. Another priority is to make sure we are doing enough outreach to PT faculty members, do they have the information they need to do their jobs well; she is looking for feedback to make sure PT faculty members are part of our community. Please talk to PT faculty and if there is any feedback let me know and I will share with President Maloney.

A. Josephides: Congratulations because I work with large populations of adult learners on this campus, including being a faculty advisor for a club with adult learners, and they are going to be happy about this, thank you.

DM: Awesome! I did include in the packet the notes from Area C meeting which I attended in October for Statewide Senate. At the end of packet, included resolutions about this week's coming Plenary in Newport Beach. Welcome any feedback about resolutions, I am voting representative for this campus. I do my best to do my research on all of these things and make sure I am really supporting the voice of our college, but welcome any feedback from anyone who works directly with any of these issues.

b. Chair, Curriculum – Janet Young

J. Young: On Friday, attended a Noncredit presentation presented at Mt SAC. Update about Curriculog: finished up final review of the forms today. On Tuesday the 12th, will begin mini-pilot. Then, will expand the pilot. Goal is to be functioning Spring 2019. Lavonne and I attended Curriculum Region South—there is going to be new version of programming course. Lavonne and I feeling pretty good about the way we review curriculum.

c. VP Educational Policies – Darcie McClelland

D. McClelland: Three ed policies on agenda so yield time for now.

d. VP Faculty Development – Stacey Allen

S. Allen: Minutes are on p 34 for last meeting. Currently working on faculty development needs assessment. Be on the lookout, we will be finalizing assessment on Tuesday and will be sending out to listserve. Allows us to plan to best meet needs of faculty on campus. Encourage you and colleagues to do so as well. Hosted last Informed and Inspired on Dia de Los Muertos, last Informed and Inspired will be in 3 weeks. Focus will be on international students, including panel.

Have two events next week: Don't be Fooled by Food Labels on Tuesday and Thursday Rollout and Recovery. Will send out emails.

e. VP Finance – Josh Troesh

J. Troesh: The VP of Financial Services will be looking at budget and how we categorize our money. Will look at restricted funds. From our perspective, the reason why this is being done is because more money we have coming out of general fund, the harder it is to adjust. With restricted funds, the funding identifies a certain need, we can get 100k but if it is not used for specific student need, that money can't be spent. Hopefully this will allow for a little more flexibility in our ability to respond to things. I don't see this as a bad thing, I see it as giving us more flexibility, but something we will have to deal with down the road if there is dry up of certain funding.

f. VP Academic Technology – Pete Marcoux

P. Marcoux: Tech conference: is going to be Friday, March 13th, 2020. Still deciding on themes and workshops. Tech survey is in the works. College Tech committee that meets 3rd Tuesday of the month, talking about revamping the committee. Currently meetings are really boring and dry, stuff that can be done via email. No big technology news down the pike. DE will talk about DE institute.

g. VP Instructional Effectiveness/ALC & SLOs Update – Kevin Degnan

K. Degnan: Not a ton to report. If you log into Nuventive, you see the screen now reflects Fall 2019 for PLOs and SLOs. Due 3rd week of next semester. Most faculty and divisions should be aware of timelines. Asking facilitators for updated timelines for course PLOs and SLOs. We have to update the timelines every 4 years.

D. SPECIAL COMMITTEE REPORTS

a. Dr. Jean Shankweiler - VP of Academic Affairs

J. Shankweiler: Faculty ID prioritization process is complete. We have the prioritized list of 25 requests. Dr. Maloney is waiting for FON to be calculated, which is due this month. Combination of HR and my office that prepare that report; then we will know how many people we are going to hire. About 5-10, looking like the higher end.

First Accreditation Forum is tomorrow at 3pm in SS 141. Claudia and other team chairs have been working on. Standard I is Russell and Chris Gold. Draft is online, email went out today. Welcome to attend, also have an email address to provide comments.

GP is busy at work with metamajors and success teams. GP scale of adoption assessment is due March 1st. Last thing is divisions and metamajors and talking about that later.

b. Ross Miyashiro – VP of Student Services

R. Miyashiro: SS had its official building opening last Friday. The building is now officially open, its been open for 2 months. Next year on SB Promise, I met with Pres. We expect to grow Promise by 600 students. It's over 800 this year, next year, closer to 1400. Expected buildout is about 2500 students a year. That's good because about 75% of students in SBP qualify for Financial Aid. Students have to apply for FA so they are getting that aid. Two new cohorts for Fall of 2020. More info to come in coming months.

c. Distance Education Advisory Committee – Mary McMillan

M. McMillan: DEAC will be meeting again next week, will have more to report for next meeting. Plug for DE institute scheduled for next Friday 11/15 starting at 8am. Encourage you to register, it will really help with planning to get a sense of how many people will be there. One thing to note, you don't have to attend entire day. It is set up so you can register for separate sessions. There will be opening session and thing related to G Suite, tools in Canvas, integrating OER, ECC Connect, and other useful information.

P. Marcoux: Don't be fooled by name, it's for anyone using Canvas. Really helpful to get some great tips even if you haven't used Canvas before.

E. UNFINISHED BUSINESS

a. BP 4020, Program, Curriculum, and Course Development, 2nd Reading and vote-Darcie McClelland

D. McClelland: Need a motion. Moved: P. Marcoux, seconded by A. Ahmadpour, motion passes. Discussed clock hour vs credit hour at our last meeting. You can see the changes tracked in the packet, specifically at bottom of page 35 we have definition of credit hour and clock hour and that continues on to page 36 in packet. Are there any questions, comments, about the BP?

P. Marcoux: There really nothing much we can change, right?

L. Kjeseth: Probably not, but, I don't see the definitions of the credit hour or the clock hour in the BP.

DM: They define that you either have a credit hour or a clock hour program.

LK: That's a little bit different. Does anyone in the room, in this school know this conversion formula from credit hour to clock hour? Does anyone at this school know that conversion formula?

J. Young: if it is a positive attendance course, then it is a clock hour program as opposed to credit hour.

LK: yes, but there is a conversion and that used to see if a program qualifies for financial aid.

JY: The conversion is that if there is any positive attendance whatsoever, if there is any TBA then that is a clock hour

LK: The conversion has to be done for all programs so that the Chancellor's Office can go to federal govt to see if a course or program qualifies for financial aid. That conversion is what we are saying we are going to use locally, but I don't know if anyone knows the conversion. My point here is not to say we shouldn't do this, my point is we shouldn't be so quick to say we are going to do it. We should take time to educate ourselves to know the system under which we function. We should use opportunity in Senate to educate ourselves about these features that we just don't know. On

practically every policy and procedure, Darcie brings with her background and context. I feel like we are just trying to rush this, we should take some time to understand what we are trying to say.

JY: I don't think we have an expert in the room.

LK: That's my point. If we are going to put something in board policy, we should understand it.

DM: Refer to definition of credit hour in AP on page 39.

LK: That Darcie is the definition of credit hour. But no where in there is the conversion to the clock hour.

J. Shankweiler: It's on the Student Attendance Manual (SAM).

LK: Let's find it. One of our responsibilities is to know system in which we work with. We need to understand better what's going on before we put it to the vote. I'd like to see us better understand what's going on.

DM: What is the specific question we want answered that is not in AP?

LK: The AP does not define conversion, does not include conversion from credit hours to clock hours.

P. Marcoux: Should we say that we will use the formula from the SAM to determine clock hour in the procedure?

LK: Let's find that first.

A. Ahmadpour: Therefore, let's table until we are informed.

PM: Referred to website from State Senate.

LK: This is just the credit hour, doesn't include clock hour.

DM: 37.5 clock hours = 1 unit of credit

S. Donnell: is this the customary conversion?

LK: Don't see how the restrictions that they are saying make everything fit this. This is one way to calculate it by the federal government. Also one that uses 30 hours. We should know more. Here's the reason. I think it is dangerous to give up local control. No one on this campus should be willing to give up local control over some decisions just because we are being given attractive exchange.

JY: Not just that. They won't approve them.

LK: Where is our ability to challenge this? The second thing that they are trying to control are tools that are needed to address crucial problems on our campus like equity.

DM: Then what would you like to see in this BP before we would put it through? Does anyone have a suggestion about language? Not approving BP is not a viable long termsolution. We just signed something to Chancellor. If these policies are not in place, then our courses are not going to get approved. Affects us on campus that these courses are not going to get approved. We have no leverage here. Other colleges have just complied. Other Senate presidents are not fighting this. If there are 100 colleges in the state that are willing to go to bat with Chancellors' Office, I don't know that this is a winnable battle for us.

LK: Proposing that we say that we don't agree it is okay to give up local control, but doing so at request of CCCCO. Having this in our board policy and AP says, we are not happy and there is another way of doing it.

PM: We can pass or at least call for vote, and then you can have a motion that during the meeting when you vote- if body feels the same way you do, and Darcie can add.

LK: Why can't we make a proposed amendment as Academic Senate.

DM: Keep in mind that this needs to go through Council of Deans and College Council and the Board so it may not make it through.

LK: Of course. That's fine. I would love to know why someone does not want to.

DM: Do you have a proposed amendment?

LK: I don't.

SD: Frankly, I don't think it should be amended. I think BP is fine the way it is.

AA: Why can't we table this until next session?

DM: I have made a lot of efforts to find more information and there really is not a lot more information on this. We can table it but I don't know that we will be able to come back to you with more information. Lavonne has been on phone with CCCCO and has gotten all this information.

AA: Is clock hour versus credit hour affect our contract? As our responsibility as a campus? As teachers?

DM: Doesn't affect the contract. Might affect how much you teach to reach your load.

AA: Maybe we should also consult with our union.

S. Kadakia: Some classes/credit units will be redefined, more of a change to how many units classes will be.

DM: There is not a change to the contract. It's more of a change of how many units classes will be. Some classes that are 4 units classes that will have to come into alignment.

JY: Currently we have 4 hour lecture course with 2 hours of lab, for 4 units. It affects the sciences. I t could be 4.5 units, unless it throws off things like transfer degree. There are other ripple effects. A four hour lecture with a 2 hour lab is no longer permissible. They will agree to 4.5 unit class, especially in sciences, you increase units of class, but then you can't get ADT that requires 60 units. We do have a lot of pressure and rules we have to adhere to but other reasons for doing that.

S. Potter: Natural Sciences and Math want you to know that this severely affects us because it affects our load. Not a minor definition of a credit hour. Have to do some major reconstruction.

DM: We in Biology are in alignment, it seems like everyone should fall into alignment. There will be growing pains but individuals in our dept have stressed that it is not impossible. That is me sharing feedback from our department.

Our 4 unit class at other colleges are 5 units. We don't want to go out to 3 hours lectures when it is designated as a 4 hour.

DM: There will be difficult decisions at the dept level and some growing pains.

LK: One of the things we can do locally is make a very simple change and allow for us to have incremental units of a third. We have the lab as this stuck thing for 3 hours for 1 unit of lab. If we are going to comply, we should be doing

everything we can including redefining allowed to us by Title 5. One of tools that we could be using at this school that we should be is Noncredit. I would feel very differently about giving up local control on this if we are eagerly looking forward to robust NC program at ECC.

DM: Let's hold on at .33 versus .5

AA: At ELAC, in my field Art History, fi they submit 3 hours they get 4 hours. They spend 1 hour per week for writing with students. One thing I don't get paid for at ECC I would get paid for at ELAC. Somehow this will affect our contract and will allow us to have local control based on our need.

DM: There are discussions about how contract could change, but that is not a senate issue. I have heard robust discussions, but that is not Senate purview to discuss contract.

J. Baranski: When would it start impacting our courses?

JY: It started in 2015. The thinking was, as courses come through we will adjust. Faculty feel totally blindsided and I completely understand that. Lavonne and I started 2.5 years ago. In hindsight, would have bene great to stay this change is coming.

JB: Based on what you know about our curriculum, will faculty end up working more or less based on these adjustments to credit hours?

JY: In certain cases it definitely impacts load. That's where it really messes people up.

SP: with this change, it will no longer give you 93, and you will need to teach an additional class for the same pay. Not a minor thing for our dept.

JY: We have may courses have been revised.

LK: We try to align courses with CSULB and they really rejected us having 4 unit classes. Their classes were meeting for 4 hours and 3 units. In order to facilitate articulation of 3 important courses with CSULB, and now the rule came down and now 2 hours of lecture and 3 hours of lab so increased load for all 3 of them. We still don't have an answer from CCCCO as to why.

JY: An equity issue.

LK: I wish I would have been in the room. When it is a 4 unit course, it is an added tax to the student, it is an added cost. That argument is quite easily countered.

Is this something that needs to be discussed at Plenary?

DM: Not something there is traction statewide to fight.

AA: But if we take this dialogue to them.

DM: We have done that. Janet has asked at the Curriculum institute and we are not getting a response.

JY: When Lavonna puts this in Chancellors Office course inventory, if calculation is not correct, they will not take the course.

DM: Rock and a hard place element here. Don't know that it's a win if they don't approve course.

All those in favor: 12. All opposed: 5. Abstentions: 14, including Shanna Potter.

PM: Have to look at Roberts rules. SD: Abstentions go with majority vote. PM: We will verify that.

DM: Moving on to AP.

a. BP/AP 4020, Program, Curriculum, and Course Development, 2nd Reading and vote-Darcie McClelland

Motion to approve AP: P Marcoux moved and S. Donnell seconded.

Friendly motion to amend to say that instead of .5 change to .33.

R. Miyashiro: Per Title 5, it is permitted.

DM: So change we would like to make is .5 to .33.

J. Shankweiler: Needs to be clear we are allowing less than .5

S. Donnell: Point of affirmation:

Why not just mirror Title 5 language?

LK: We must specify.

DM: Any other questions or amendments? The local policy we are suggesting is .33

All those in favor of approving AP 2020 as amended, please raise your hands.

In favor: 23. Opposed: 0. Abstentions: 8, including Shanna Potter. Motion carries.

C. Wells: Statement of abstentions: quorum. Not added, established quorum. If you would like your name in abstentions, please email Senate Secretary.

G. INFORMATION ITEMS – DISCUSSION

a. Divisional Realignment-Jean Shankweiler

J. Shankweiler: Aligning Academic Affairs and Student Services. There are certain departments that clearly belong under SS. For example, SRC. Most people agree this should be under SS. My suggestion is to realign SRC to report to VPSS.

The other program is Student Health Services and that should also be under SS. They are very independent.

The other area is Athletics. To balance things out, Ross it taking 2, so I should take one back. It doesn't affect the academic programs. That's the 3rd recommendation I would make for realignment of student services areas.

This came about from metamajors that were created as a result of GP. We have 6 metamajors, individual programs did get moved around a little bit. A couple of things I would like to say about that is that I have a division reorganization committee that is meeting tomorrow, and invitations went out to every division. Do we want to physically move, say Art History to BSS division? Do we want to move Coms to BSS? Practically speaking, there are other things to look at. Math and Science are in one metamajor, that's a huge division. It used to be combined and it was huge. Those are practical things to think about in terms of realignment. ASL is put into Humanities area, makes a lot of sense but there is practical sense that we need to discuss. Third consideration is practical aspect—do we want to have 3 super large divisions and 3 super small divisions? Not quite fair. What impact would this have? We will discuss this in reorganizational committee. Meets tomorrow at 2pm in LIB 202. Just wanted to give an update, and committee will ask for feedback.

P. Marcoux: What about Library and Learning Resources?

JS: Something else I have to figure out.

A. Josephides: we would want to stay under you.

A. Ahmadpour: Why SRC going under Student Services? Some services similar to services from the Library.

JS: In order to get best support for SRC, it should be under VPSS. Sometimes they get left out because even though they are in SS Building, they are not in that meeting. Now is a good time to talk about it.

F. NEW BUSINESS

a. AP 4102, Career Education Programs, 1ˢᵗ Reading-Darcie McClelland

D. McClelland: New AP for us [see page 44]. Any questions, comments, concerns? If you have any feedback, please let me know. Will revisit in 2 weeks.

b. AP 5070, Attendance, 1ˢᵗ Reading-Darcie McClelland

D. McClelland: [page 47] "For distance education…"

L. Ksejeth: This seems to imply that students are dropped.

P. Marcoux: we are not saying it is going to happen automatically.

A. Ahmadpour: will it include dropping students toward ed of the semester?

DM: Language on next page.

S. Donnell: under no-show reports, suggested change. Second, will this have impact on classes that we attend? Let's say student misses first class and contacts us.

PM: This is for online classes only. We have to be flexible to allow for both because we don't have common first day.

DM: online we need more flexibility. I know that in speaking to distance ed advisory committee, we try to leave it broad. If we find that's not working, we can come back and make those changes. Its harder to go opposite direction.

AA: is there way to drop students after W deadline?

PM: No, drop deadline is next week. That is state law.

DM: Any other questions? This will come back next meeting, if you have any feedback please bring it then. Plenary resolutions at end of packet. If you have any feedback, please email me before Saturday.

I. PUBLIC COMMENT
None

J. ADJOURN
The meeting adjourned at 1:57 pm
RD/ECC Fall 2019