**ACADEMIC SENATE MINUTES**

March 24, 2015

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

**1. CALL TO ORDER Senate Co-Presidents Jeffries and Striepe called the Academic Senate meeting of to order on March 24, 2015 at 12:36.**

CS: We will do some things out of order to accommodate our guests’ schedules. We welcome Dean Jean Shankweiler as Academic Affairs Vice President. She’s taking over for Dr. Arce. Dr. Shankweiler: Thanks for having me come and say hello. I’m looking forward to working with you all.

2. APPROVAL OF MINUTES

See pgs. 6-11of packet for minutes of the September 2 meeting. Minutes approved as amended.

**3. OFFICER REPORTS**

**A. Co-Presidents – Chris Jeffries (CJ) and Claudia Striepe (CS) (pgs. 12 - 19)**

CS: At the March 16 Board Meeting J. Ishikawa presented on ethics. The meeting was devoted to the CEO hiring process. This Monday we’re devoting a meeting to that subject. The numbers of hiring committees, and the five search teams will be interviewed and chosen. The meeting is open to everyone, and will be held Monday at 4:00 in the Board room. Twelve consulting firms submitted requests. CJ: Many are experienced with California Community Colleges. CS: Linda Beam will be a main chair. C. Wells: Is the Compton contract firm one of the firms? CS: I’m not sure. But some are known entities. There will be perhaps nineteen people on the committee, depending on Compton’s involvement, with leeway. Three names are interested. Should we send them to Ms. Beam or vote? Were officially entitled to three. A. Martinez: I think we should vote and send three. CJ: Can we do a straw vote? P. Marcoux: I think so. CS: Would we vote to send primary names, or just to send all three? CJ: How many would like to send three names and let them decide? CS: The names are Chris Wells, Lars Kjeseth , and Janet Young. CJ: We’ll need an alternate. Whether one of the three will do that I’m not sure. C. Wells: I was an alternate on jury duty. It was miserable. C. Gold: But we lose a vote if someone gets sick. A. Martinez: But we don’t pick the alternate anyway. P. Marcoux: It’s a recommendation to the presidents, you decide. The constitution doesn’t say we input. CS: Then we’ll send all three.

CJ: Dr. Cooper is part of counseling. He’s our career center specialist. He wants to address the senate and make you aware of services.

Dr. Cooper: You should have two handouts. A lot of people don’t know about additional services. We have career counseling available to students. Encourage your students to enroll in it; it’s free! We have seminars and workshops next week. We have resumes and interviewing workshops. The career center workshop is under counseling. On the website, here are the workshops being offered. They can sign up online or in person, or on their smart phone. We also have individual appointments available. They can call in on a Monday. It’s easy. We have a fair coming up. Encourage students to sign up. We’ll have employers offering internships. They should have their resume handy. We can have them prepare for the fair. Employers recommend internships for chances of employments. We have a series of panels next month. The major matters less than the skill set. The path is no longer linear. The old paradigm is gone. It’s a good opportunity for networking. Their website has panelist bios and flyers coming out. The speakers describe their career paths. We have many professionals coming. The workforce is evolving. A lot of our speakers have impressive credentials. Have your students sign up for these seminars. B.Mitchell: How are the panelists selected? Dr. Cooper: I put out a call for educated people to apply. We have careers for many types of professions. Thank you.

CS: At college council, PlanNet goes forward April 13. Then the board will make determinations from the report. The Council of Deans meeting has been cancelled. The federation had two meetings. Mr. Ahmadpour will inform us later. Last summer pay was off for some faculty. We’ve introduced Dr. Jean Shankweiler, and announced Dr. Arce’s retirement. Lisa Mednick has posted a link to new faculty resources. It’s a great refresher. Ms. Din received her Hayward award. Chris Gold has an article in the Senate Rostrom magazine. Public Relations notified us of a $25,000 donation from Edison for STEM. In the “Did You Know” series, here are the four golden rules of a senate meeting: (1) Justice and Fairness for all, (2) Focus on one item of business at a time, (3) The right of the minority to be heard, (4) The right of the majority to prevail.

**B. VP – Compton Education Center – Paul Flor**

Our application was accepted last week, and will be orally recommended to Dr. Fallo this week. We’re moving forward and have an upcoming training in San Bernardino on accreditation. Last week we interviewed with a consultant. Faculty are being nominated for distinguished faculty awards. Everything is starting to look good. CJ: Congratulations on acceptance. P. Flor: You’re invited to join us with self-evaluation help. Some volunteers might come forward.

**C. Chair – Curriculum – Mark Lipe**

The College Curriculum Committee minutes are included. Four classes were approved; see the list of classes in the packet. Sand Volleyball was approved later. Seven special topic courses were inactivated. There were some nice courses reviews. We’re advertising the curriculum institute this July. Get online in the Chancellors office website, and check with your division for travel money availability. If you’re involved with CTE (Career Technical Education,) one person (to be determined) can attend for free if you bring the committee chair.

**D. VP – Educational Policies – A. Martinez (pg. 26 )**

**E. VP – Faculty Development – Kristie Daniel –DiGregorio (pgs. 27 - 29)**

**F. VP – Finance – Lance Widman (pgs. 30 - 32)**

pp. 30-32, PBC 2/19 Minutes: Discussion topics included an Accreditation update, and reports on Annual Plans and the review process for Board policies, and Fallo’s proposed change of District reserves to 10% (no recommendation by PBC yet).

**G. VP – Academic Technology – Pete Marcoux**

Nothing to report

**H. VP – Instructional Effectiveness/ Assessment of Learning Committee and SLO’s Update – Karen Whitney (pgs. 33- 42)**

In the packet on p. 36 see things related to communication ILO’s. Some faculty received an email two weeks before break. If you are participating, it should fit with your current assessment plan. If you have difficulty with the rubric (p. 36) let us know. Many revisions went into this. It should be applicable to many areas. It’s constructed on a five-point scale, for user ease. Here is an example of a cell file selectees received. Some assessments are just collected for data. Please keep track of student responses. We’re trying to avoid bias so please include weaknesses and strengths. This includes approved minutes from the ALC meeting (p. 33) from last month. Email me your questions. A. Ahmadpour: Regarding ILO # 2. Is it for across campus? K. Whitney: The same chart went across the board. A. Ahmadpour: Departments must create their own terminology.

**4. SPECIAL COMMITTEE REPORTS**

**A. ECC VP of Academic Affairs and ECC VP of Student and Community Advancement – Francisco Arce and Jeanie Nishime**

Dr. Arce: I want to share some information about the Community College BA program. We didn’t apply for the first round but there is one slot available. Two of our areas qualify. Respiratory Care and Rad Tech (Health Science and Athletics) may prepare under the direction of Rory Natividad for the next round. No local CSU’s offer those programs. CJ: Dominguez offers Rad Tech, but not respiratory. Dr. Arce: I nominate Chris Jeffries. CJ: The respiratory care program would be a good candidate. The rad tech has other options. Two schools were already accepted for resp. care statewide. It might be worthwhile for the college to explore. C. Wells: What about the upper division GE requirements for those degrees? Dr. Arce: this is the first time we’ve looked at it. It came around during accreditation. C. Wells: Has the Chancellor’s office sent guidelines? Dr. Arce: No. A. Ahmadpour: What is required for qualifications? Dr. Arce: The degree cannot compete with equivalent degrees, like nursing. A. Ahmadpour: The school initiates the program? CJ: We wouldn’t submit something that had an equivalent at a local CSU. Mostly they are vocational. A. Ahmadpour: Art is out of the question? It’s vocational. Dr. Arce: But it’s already offered so we can’t compete: C. Wells. It’s regional competition. CJ: Tim Muckey suggested air conditioning. Dr. Nishime: Is there a need for a Bachelors degree for air conditioning? P. Marcoux: Do the faculty need PhD’s? Dr. Arce: No. CJ: There is more direction coming from the state. C. Wells: It’s coming. CJ: It’s a major cost saving issues. P. Marcoux: That’s why CSU doesn’t want competition.

Dr. Nishime. I want to step you through the document “Making Decisions at El Camino College, 2015-2020”. Three years ago the Academic Senate president and CEO of the Community College League presented to the Board of Trustees to clarify what constitutes collegial consultation. There were questions about what this means. College Council spent nine months reviewing and talking about the meaning of it. C. Gold led the efforts for the senate. We decided to codify what we decided in this document. It’s our local definition of collegial consultation, and what that means at ECC. Now, one recommendation from the Accreditation team was to continue this work and communicate the decision making process, and see that all committees review this. It helped clarify which six committees are collegial consultation committees. If a proposal is not accepted a written response will be provided in a timely manner. All committee members will respect the decision, even if they don’t agree with it. The decisions will not be revisited, unless under the listed caveats including state and federal recommendations. Everyone must understand that the President’s and Board’s decisions are ultimate. On. p. 6 you’ll find constituent groups, and on p. 10 the role of the Board of Trustees and Cabinet. The cabinet is the Vice Presidents and the public information officer and CEO of Compton and the VP of Compton center. PlanNet recommended a chief information officer on cabinet but it’s up to the president to pick the cabinet. They make the president aware of campus happenings. On . p. 11 are listed the college committees. Academic Senate is listed but its scope is different, with no students, classified, or administrative members, and you speak through the Vice President of Academic Affairs. It works differently than the others but it’s included. Area and Division Councils bring ideas to college council. College council does not bring forward all committee views. It’s one among six. Advisory and operational committees are also listed. Operational committees are not clearly defined. We added our initiatives and planning and budgeting consultation, an area we work to perfect. We have a process but we must codify it in writing. That’s our goal before the next publication of this document. 2510, our guiding policy and AP is included in this document, the operational manual for policies approved by the Board. Now is your opportunity to send forward edits and corrections through Irene. April 15 is the deadline for submissions. M. Ichinaga: If I took a practical exam of PlanNet report recommendations, does the technology committee have the right to recommend on PlanNet’s recommendations to the president? Dr. Nishime: They could but right now the charge of the Technology committee needs definition in the opinion of PlanNet. All committees must review their statements. Yes. They could, as we’ve asked all constituency groups to submit. Dr. Higdon: The recommendations are now part of the body of documents moving forward; take them to your VP. Vote early and vote often with your opinion. M. Ichinaga: If the tech committee votes to recommend it, it goes to the superintendent, and if the recommendation is not accepted, he would give a formal response. Dr. Nishime: the tech committee did not initiate PlanNet. The president wanted that. The whole report is going forward as a recommendation. It was something he submitted. Dr. Nishime: An example of something that would get a written response would be faculty prioritization. M. Ichinaga: The report deals with a strategic aspect of campus life and mission; it seems worthy of a consultation process. P. Marcoux: It was a summary more than anything else of the report. A. Ahmadpour: Same paragraph. This was based on campus history of not being democratic. My interpretation, what if we take same issues to president? If board of trustee is corrupt? Then what happens? CS: that would be compelling reason to revisit. Dr. Nishime: You would then vote them out. C. Gold: One exception to the outline on p. 4 is mutual agreement. On page 7 there is a description of mutual agreement for 10+1 items. If there is no agreement, things don’t change. There are cases in which the Board doesn’t have final say. Dr. Arce: Curriculum is a great example. I. Graff: On p. 11. It lists what the collegial consultation committees do on annual basis. This should provide recommendations. It’s clear. This information is more fleshed out. We will be adding examples, so that new members can participate fully. CJ: Thanks for bringing it up we will take your help. P. Marcoux. In 2510 under the students section, it says that students offer opinions, but ASO is not listed. There are student reps but there not represented as a group. Dr. Nishime: Like classified, they just have representatives.

**5.UNFINISHED BUSINESS**

**6. NEW BUSINESS**

**A. BP 4045 - Textbooks and Instructional Materials – A. Martinez** – This is the first reading of BP 4045. This policy has no corresponding administrative procedures. The Union was consulted regarding this policy. A. Martinez: Here 4045 has a change. It may include open-source materials. The California code is crossed off because it was written inconsistently. CJ: There’s no corresponding procedure. It’s just policy. C. Gold: I think it needs an electronic instruction materials section, not just open source, regarding rules. Since we’re doing it it’s good to put that language in there. It’s from Title 5. P. Lau: The period of textbook adoption is two years. How can you change it? P. Marcoux: If material changes. This came through student ASO recommendations to help with costs. A. Martinez: You can change it if it’s a bad book. P. Lau: Who determines it? CJ: It’s between you and your Dean.

**B. BP 4010 – Academic Calendar – A. Martinez**

This is the first reading of BP 4010. This policy has no corresponding administrative procedures. The Union was consulted regarding this policy.C. Gold: Should we add consultation committees’ information since it’s in the 4000 series? A. Martinez: There aren’t many procedures there, but at some point there could be. C. Gold: Same for academic freedom. CJ: They’re looking at the 16/17 calendar. See the handout. A. Martinez: we have two options for Cesar Chavez day. We can close on the date or on a Monday or Friday. It’s not a paid holiday for instructors (but none are). Appropriate observations must be held if we don’t have a holiday. Here are some pros and cons. The holiday is a day off. We can offset the February holidays that end on Mondays. CJ: We would hold it on a Friday and the last day of spring would be May 22. C. Gold: It would be the week after spring break. CJ: The spring will start later anyway that year. It’s good for those Monday classes that get cut. P. Marcoux: Or we could shorten spring break. CJ: Barb Perez recommended that also. A. Ahmadpour: I brought it to senate. I recommend that we should do what others do. All UC’s observe it as a holiday. It’s a holiday in other states, after president Obama suggested. Discussion Ensued.

**C. BP 4030 – Academic Freedom – A. Martinez**

This is the first reading of BP 4030. This policy has no corresponding administrative procedures. The Union was consulted regarding this policy. On p. 45, we made wording changes from the information from 1965, but we may need to add the collegial consultation policy. CJ: But the procedures aren’t listed. Pete: I say keep it in. C. Gold: You could add “any procedures for implementing policy.”

**7. INFORMATION ITEMS –DISCUSSION**

**A. Career Center Services/Activities – Yamonte Cooper**

**B. C-IDs Updates/Articulation – Lori Suekawa**

**C. Cesar Chavez Day/School Closure – C. Jeffries/ A.** **Ahmadpour**

**D. Federation Update – A. Ahmadpour**

**8. FUTURE AGENDA ITEMS**

**A. Moving up the Withdrawal Date**

**B. Faculty Evaluations**

**C. BA degrees at Community Colleges**

**D. Changes in BOGG fee waivers – C. Pineda**

**E. Grades First Presentation–Bob Klier, Irene Graff, and** **Marci Meyers**

**9. PUBLIC COMMENT**

**10. ADJOURN**

The meeting adjourned at 2:00 p.m.

SD/ECC Spring 2015