

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

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:

- Nzita Bell
- Stephanie Burnham
- Keiana Daniel
- Mark Fields
- Greg Fry
- Christopher Hurd, SEA
- Jaynie Ishikawa
- Camila Jenkin
- Lillian Justice
- Claire Langeveldt

Marlow Lemons
 Georgi Levine
 Coleen Maldonado
 Jeff Miera
 Susan Nilles
 Jessica Padilla
 Ruby Padilla
 Grace Perez
 Karen Preciado
 Abigail Puentes

Danielle Roman
 Samantha Ryan
 Linabel Sajo
 R. Chris Wells
 Teresa Wilson
 Moses Wolfenstein, LLR – ODE

Excused: L. Gui

ACADEMIC SENATE MINUTES

April 20, 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 fifth Academic Senate meeting of the Spring 2021 semester to order on Tuesday, April 20th at 12:31pm.

B. APPROVAL OF MINUTES (p. 6-17)

D. McClelland: See pgs. 6-17 of the packet for minutes from April 6th meeting. Motioned by A. Ahmadpour, seconded by C. Striepe.

- No comments or questions.
- Reminder that if you are here and do not vote no or abstain, we will assume your vote is a yes.
- 42 yes, 0 nos, 0 abstentions. APPROVED.

R. Diaz: Our deans rep for today is Dr. Marlow Lemons from Mathematical Sciences Division—welcome!

M. Lemons: Hi everybody, I'm the Dean of Mathematical Sciences. I lead a tremendous group of amazing professors and staff, especially during this time of pandemic. One of challenges is, despite this pandemic and remote learning setting, to provide great support to our students as possible and it comes from all different directions.

- Faculty keep great communication with students
- Faculty also exercise flexibility when working students
- Be available and use platforms such as Pronto and Zoom. Faculty are loving using Pronto and see positive aspects
- Reinforcing tutoring services
- Division office answer student questions and share events
- On Fridays, Gerson and Dr. Lemons create an end-of-week announcements
- From Deans' perspective, when students have concerns, come to Deans and find solutions for them

Thank you so much for your time.

R. Diaz: Thank you for staying in touch with students and providing flexibility. Next we have a returning student, Teresa Wilson. This week, could you share some examples of how you've been supported throughout the pandemic at ECC?

T. Wilson: Good afternoon everyone, I'm happy to be here, thank you for having me. Before spring break, I had an assignment in my AJ class to do a research paper. Working on annotated bibliography, need to find a credible journal article for my topic. My professor gave us steps to reach out to librarian, I was doing search and having an issue, so I used the chat that popped up and talked to her and she went through steps on how to look for key words, went on for a while, and it was very helpful. Having

annotated bibliography and going through finding resources was very helpful. One of the things that I'm concerned about during the pandemic with professors and staff at the colleges is being patient and understanding, and that has helped a lot, thank you to those people. Another service is online writing services and I encouraged students to utilize their zoom room and one student said it was very helpful.

C. UNFINISHED BUSINESS

- a. BP/AP 4230, Grading and Academic Record Symbols 1st Reading-Claudia Striepe
- Moved by J. Escalante-Troesh, seconded by S. Allen
 - C. Striepe: Purpose is to add SP Satisfactory Progress symbol
 - BP – Nothing really has changed, just that we updated AP
 - Vote: 42 yes, 0 nos, 0 abstentions. APPROVED.
 - AP – SP applies only to noncredit classes
 - Change in blue was suggested by Registrar
 - A. Ahmadpour: Can incomplete be requested by instructor, or only by student? D. McClelland: this is from template, but included because we don't want to assign Incomplete without checking with student. Important to say student is requesting so faculty are speaking with students before
 - Vote for AP: 42 yes, 0 nos, 0 abstentions. APPROVED.

D. NEW BUSINESS

- a. Resolution in Support of Black Student Success Week 1st Reading- Darcie McClelland
- Motioned to consider on urgent basis and vote on it today by A. Josephides, seconded by S. Donnell
 - See page 27-28 of packet for resolution-read aloud by D. McClelland
 - A. Josephides: Suggestion to change to Native Hawaiian and Pacific Islander
 - J. Escalante Troesh: In last resolved, missing closing of the gap. In addition, most of what we are talking about this in the resolution are success gaps while student is in college. We should also look at success gaps that happen as they enter workforce, field, homeownership, retirement, etc. Not just look if they are passing at ECC and transferring but also greater societal things we can have an impact on
 - S. Donnell: Spelling updates.
 - A. Ahmadpour: What are we adding in response to Josh's question?
 - Vote: yes, 0 nos, 0 abstentions
 - R. Diaz: Where are we posting the resolution? DM: Will work with Ann. A. Josephides: Recommendation to add to EDI webpage.
- b. Call for nominations, Academic Senate Executive Board Positions- Kevin Degnan and Darcie McClelland
- VP Academic Technology, VP Ed Policies, VP Faculty Development, VP Finance and Special Projects, Secretary/Webmaster
 - VP Faculty Development: Anna Brochet nominated Stacey Allen and Stacey has accepted
 - Sean Donnell nominated Pete Marcoux, declined at this time.

- Claudia Striepe and Analu Josephides nominated Camila Jenkins for VP of Educational Policies. Camila accepted.
- Analu Josephides nominated Rocio Diaz for Secretary/Webmaster; declined at this time.
- Stacey Allen nominated Renee Galbavy for VP of Academic Technology; declined at this time.
- Accepting nominations until May 17th. Will make another call on May 4th.
- D. McClelland: Anyone can nominate, but only senators can run. Recommend talking to person before nominating someone via email. Confirm with person so that they are not blind sighted when I email them. Have to be full-time. Need at least one nominee for Technology, Finance, and Secretary/Webmaster

E. INFORMATION ITEMS – DISCUSSION (p. 29-53)

a. AP 3435 Unlawful Discrimination Complaints & Investigations-Jaynie Ishikawa

- J. Ishikawa: This administrative procedure goes through general outline of what investigation looks like
- Two biggest changes: changed from unlawful discrimination to unlawful discrimination, harassment, or retaliation. And the name of our office changed to Title IX, Diversity, and Inclusion
- New CCCC requirements for Title IX: superficial changes with phrasing and title
 - Can be verbal, in writing, or form
- Formal complaints – CCCC has cut themselves out of that process and now just goes to us
- Oversight of complaint procedure is under me and our office
- Who can file a complaint: any individual (including a parent of a minor, or a person with legal authority on their behalf) who partakes in the programs, benefits
- Intake Process: clarified that when someone comes into our office to share potential concerns, sometimes might elevate a case if it is severe enough
- District may prohibit individual from having any contact with the Complainant pending the result of investigation
- Investigation of Complaint: mostly superficial changes. District will notify the Complainant that the District will commence and impartial investigation
- Timeline for Completion: do as quickly as possibly can; roughly within 90 calendar days
- Cooperation: changed from Encouraged to Expected to share what you know and cooperate to best of your ability
- If you are very accused of disciplinary action, have a due process
- Admin: In number five, this process is separate from any District disciplinary procedures or appeals. Our office focuses on fact finding, but have no ability to determine disciplinary action for employee. Appeal to investigation is with our office
 - Appeal to discipline is a separate process
- Appeals: We are not determining whether or not someone has broken law, we are looking to see if broke board policy

- Remand: If you feel that myself or our investigator were biased, gives info for remand process
- Extension of time has changed: we used to have to submit written request, they have taken themselves out of the process and we can give ourselves a one-time extension. After that, lists process for add'l extensions
- Disclosures to CCCCCO: can include report, correspondence. Addition of providing annual report of employment and non-employment discrimination complaints
- File Retention: changed from keeping files for 3 years to 5 years
- Training and Education and Prevention for Students: all new to this particular procedure, but makes it parallel to Title 9 BP and AP. These policies and procedures will be posted on campus and on District website, which is currently what exists
- Training: at least two hours of classroom or other effective interactive training. Sexual harassment training and education once every two years-we use Keenan. Maintain records and dates people have taken them
- We are required to improve these types of training
- DM: This is not senate purview so we will not be voting on it
- S. Donnell: Stats? JI: Don't have stats and category is really big. Distinction between Title 9 complaints (sexual harassment, stalking, dating and relationship violence, sexual assault) and any complaint about unequal treatment based on protected class. That type of general question, I would want to give you a more specific answer because depends on type of complaint. Anecdotally, fair percentage of cases that are related to student complaints against faculty. In proposed changes, there is distinction between formal complaint v informal complaint.
 - Informal complaint: If student comes into office and feels they are treated unfairly, don't want to make a big deal, but it is making me uncomfortable. I reach out to faculty and make it very clear that there is no disciplinary action and include your Dean. Not to confirm what happened, but to share what student shared. Informal process is then completed.
 - Formal complaint: notified in writing, interview request, can have union rep in interview, etc.
 - SD: Weingarten rights, it sounds like faculty are notified about it
- A. Ahmadpour:
 - JI: Our new investigator, Claire Langeveldt, is here and she is amazing
 - C. Langeveldt: It is nice to be here. clangeveldt@elcamino.edu
- J. Padilla: Is it possible to have Keenan tailor their trainings to education settings? Most of their videos focus on office settings
 - JI: We have separate online orientation

F. OFFICER REPORTS

a. President, Darcie McClelland

- D. McClelland: College President/Superintendent Candidate Forums
 - Wednesday 4/28 1pm and 3pm
 - Thursday 4/29 1pm and 3pm

- Please plan to attend if at all possible. This is your opportunity to see each candidate and provide feedback to the board.
 - Email questions in advance by Monday the 26th at noon
 - Black Student Success Week is April 26-30
 - Monday 4/26 Follow the Money
 - Tuesday 4/27 The ADT Journey for African American Students
 - Wednesday 4/28 Equity and Black Representation in Higher Education Leadership
 - Thursday 4/29 A Legislative
 - Congratulations to our own Claudia Striepe who was named Distinguished Faculty of the Year!!
 - To De Von Lamar Scott
 - Meeting times for 2021-2022?
 - With block scheduling coming in fall 2021, classes are scheduled 1130-1255 and 230-355 on Tuesday/Thursday. College hour is from 115-215 with a 20-minute passing period before and a 15 minute passing period after. Thus, I'm proposing that we move our meeting times back by 30 minutes, 1-230pm
 - If you feel strongly about not moving meeting to 1-230, please let Darcie know.
- b. Chair, Curriculum – Janet Young
- J. Young: Director of NC program job description was board approved yesterday. Will allow us to organize and formalize, wonderful step in the right direction and I want to thank Dr. Shankweiler and taskforce for spearheading
 - All courses should be in Curriculog by the end of the semester (just few hundred left)
 - Course review and trainings are going well in Curriculog
 - User guides are posted on the CCC website www.elcamino.edu/academics/ccc
 - Contact Janet Young for Department or Division Trainings
 - More people that we get trained on this system, better it will be for everyone
- c. VP Educational Policies – C. Striepe
- C. Striepe: We have a candidate for VP ED policies – Camila Jenkin of the L&LR, a member of the Ed Policies Committee, and recently elected to Academic Senate
 -
- d. VP Equity, Diversity, & Inclusion- A. Josephides
- A. Josephides: We have our EDI website where we can begin uploading content to
 - EDI standing committee has developed job description, will be discussed at our next executive meeting and upcoming AS meeting
- e. VP Faculty Development- Stacey Allen

- Reminder: May 15th – Deadline to enter Flex activities in Cornerstone
- A lot of events coming up:
 - Friday 4/23 12-1pm: Responding to Students in Crisis, Part I
 - a. Please consider attending
 - Thursday 4/29 1-2pm: Informed & Inspired – Equity and Grading
 - Thursday 4/29 2-3pm: Hello, my name is...: Quick tips for pronouncing AAPI names
 - Wednesday 5/12: Back by popular demand...Dr. Solórzano returns (confirmed)! Will be up on Cornerstone
 - Friday 5/21 12-1: Responding to Students in Crisis, Part II
- New PD planning process in packet: effective this semester. Two sets of plans, one is for this semester. Effective in Fall, will begin planning for upcoming PD day in week four.
 - Create a more transparent and inclusive process, but also responsive to PD needs.

f. VP Finance- Josh Troesh

- J. Troesh: Federal govt provided funds for higher education recently; how that will look for our college is up in the air and some of those funds have already been spoken for, mostly related to student success

g. VP Academic Technology- Pete Marcoux

- P. Marcoux: Academic Technology Committee
 - Discuss the Tech Refresh plan
 - a. 50%

h. VP Instructional Effectiveness/ALC & SLOs Update- Kevin Degnan

- K. Degnan: Getting ready for Spring 2021 SLO & PLO assessments, due by the end of week 3 and 5, respectively, in Fall 2021
 - Pilot to use Canvas Outcomes for key courses this term is underway. Canvas has ability to collect SLO data
- There will be an updated Program Review template to be discussed at next Senate meeting. Further simplify and infuse equity
- To get Program Review back on track after/during the pandemic,
 - Training for Program Review leads in mid May
 - Program Review packets due at the start of Spring 2022
- Return to regular timeline simultaneously with a training in November 2021 and packets due at start of Fall 2022

G. SPECIAL COMMITTEE REPORTS

a. ECC VP of Academic Affairs – Jean Shankweiler

- Annual Planning Process: All divisions have prioritized their requests and sent to me, now we review requests together. All VPs will meet together to prioritize.

- Return to Campus Plan: has appendices for Academic Affairs and Athletics, we are updating them because they were written over a year ago
- Kevin already talked about Program Review cycle

b. ECC VP of Student Services – Ross Miyashiro

- April 24th 10am-1pm Food event for 700 cards. VIPs are listed in red: Janelle Monae, Jidenna, Angela Rye, and Wondaland

c. Online and Digital Education Committee- Mary McMillan

- Next ODE Advisory Committee meeting this Friday, 4/23
- As we are in second half of semester, if you have concerns, take to committee rep in your division so it can be brought over to ODE committee

H. FUTURE AGENDA ITEMS

- Constitution Changes
- Discussion concerning appropriate online load for faculty post-COVID
- Officer Elections

I. PUBLIC COMMENT

- S. Kadakia: When we return to campus and are in person, is it possible to have some percent of our OH via Zoom? For my students, it has been a good flexible aspect to have OH through Zoom. I get more students bc they don't necessarily need to come to my office.
 - J. Shankweiler: I think there are some provisions for online, need to look at contract
 - SK: For students, good way for them to come to OH. Provides more flexibility for faculty and students, can have OH in evening and they can come to that
 - D. McClelland: Will talk to Federation, weird gray area where it fits
 - A. Ahmadpour: We can talk with our divisions and bring back feedback

J. ADJOURN

Meeting adjourned at 1:53pm.