



## Academic Senate Minutes

**Facilitator:** Amber Gillis, President

**Recorder:** Nikki Williams, Secretary

**Date:** October 3, 2019

**Time:** 12:30-2:00 p.m.

**Location:** Boardroom

**Vision:**

Compton College will be the leading institution of student learning and success in higher education.

**Mission Statement:**

Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.

**ATTENDEES:**

__ Estrada, Harvey	__ Mills, Jesse	_v_ Schumacher, Holly
_v_ Evans, Jerome	_v_ Moldoveanu, Minodora	_v_ Schwitkis, Kent
_v_ Gillis, Amber	_v_ Moore, Sean	_v_ Sidhu, Rajinder
_v_ Khan, Mahbub	_v_ Pham, Hoa	__ Thomas, Shirley
_v_ Kooiman, Brent	_v_ Richardson, Pamela	_v_ Valdry, Andree
_v_ Maruri, Carlos	_v_ Roemun, Malinni	_v_ Villalobos, Jose
		_v_ Williams, Nikki

**AGENDA:**

- 1) **Call to Order-** 12:42 pm Amber Gillis
- 2) **Approval of Agenda-** K. Schwitkis/S. Moore
- 3) **Review and Approval of Minutes from September 19, 2019 Meeting-** K. Schwitkis/C. Maruri
- 4) **Reports**
  - a) **President’s Report-** Amber Gillis  
I am giving my report time to Chief Box. Box- We have our big annual drill on October 17, 2019 at 10:17am. I need your help. The state has mandated that all classes have to participate. We all have to get to the 4 predesignated areas. It is very important that we do this together so that our students know where to go in case of an emergency. Wherever you are, try to get to one of the four designated areas. The information is on the website. We have floor captains who will be there to help you get to one of the evacuation sites. I will play a message at the beginning and a message when it is over. Discussion followed.
  - b) **Vice President’s Report**  
No report
  - c) **Faculty Board Representative Report-** Jerome Evans  
I would like to invite everyone to attend the Latino Heritage Book Fair on October 8 and 9 from 11-1pm and 5-7pm. Please encourage students to attend.
  - d) **Academic Affairs Report**  
No report
  - e) **Accreditation Report-** Amber Gillis  
We are still working on the Mid-term report. Gerson Valle is the new faculty Co-Chair for Standard IIA.

- f) Curriculum Report- Sean Moore  
There is a revised list of fall 2019 classes that need to be reviewed. I reached out the division chairs and all of the classes were assigned to faculty who will work on these. We still do not have an SLO Coordinator. It was not filled so it was opened back up. We had a successful workshop on September 30, 2019. All of the future open Lab workshops are as follows: October 7, 8, 22, and 29. November 12, 26 and December 10. These workshops are in VT 212B from 1-5pm. I am very flexible, so if anyone needs time outside of these hours then I am happy to work with you. I attended the STEM meeting and was able to discuss with them more in depth the process for putting courses through. We have a new student representative on the committee and he attended the first meeting. Faculty are sometimes having trouble accessing the OneDrive. This means that some processes may be taking a bit longer than usual. If anyone needs access to the Curriculum Committee OneDrive, please let me know and I will give you access.
- g) Distance Education Report- Jasmine Phillips  
The forms that are needed for DE can be found in the DE Repository. Everyone who gets their email connected to Canvas will get all of my announcements and you can always go back to the repository to read the messages. We have a communication plan, this is informational. The reason why we wanted a formal recommendation document is that in case someone wants to bring something up in DEAC there is a process for it to go through in order to help make it happen. I know the process is a bit lengthy but this is part of the collaborative process. Any questions? We will vote on it in DEAC and then bring it to Senate for a vote. We sent out an email about accessibility training. We have about 30 responses which means that I can move forward with the CVC-OEI and schedule this class. We need to train a few more people to review online courses and we are talking about this process in FCRC. Can-Innovate is October 25. It is an opportunity to take part in webinars. There is a viewing room on campus, but you can view from anywhere. Please come and join us for lunch so that we can eat together. The Digital Summit on November 15 is when the CVC-OEI will be here to present so that we can see what the tools are that they have set up. We are invited to be part of the state discussions pertaining to online math, science and speech courses.
- h) Faculty Development Report  
We had the first book club session last Friday. We have 3 more books in case anyone would like to participate. The dates are October 25 and November 22.

## 5. Unfinished Business

- a. Second Read Technology Master Plan – Motion to open discussion for the Technology Master Plan second draft- J. Evans/M. Roeun. A. Gillis- Are there any additional comments that anyone wants to make regarding this document. K. Schwitkis- What is the process for the document from here? A. Gillis- It goes to Consultative Council one more time and then it will go to the Board. The document is fluid and gets updated every 3 years. Discussion followed. Motion to close discussion on the Technology Master Plan- K. Schwitkis/J. Evans. Call for a vote to approve the Technology Master Plan- Ayes have it and the motion carries.

## 6. Actionable and Discussion Items

- a. First Read- Enrollment Management Plan Outline 2019-2020- Elizabeth Martinez. Motion to open discussion for the Enrollment Management Plan Outline- K. Schwitkis/M. Roeun. E. Martinez-The Enrollment Management Committee is putting this plan together to cover 2019-2024. This is a new outline that covers the plan using the Tartar Completion by Design framework. The document is aligned to our other campus documents. We are soliciting feedback on themes and topics that may be missing in here that should be included. Does anyone have any questions? Discussion followed. K. Schwitkis- What I see here is an outline. What is the target date for the plan? E. Martinez- The December board meeting. Close discussion on the Enrollment Management Plan- K. Schwitkis/M. Roeun. Motion to open discussion on the Enrollment Management Plan Outline- K. Schwitkis/J. Evans. Please send feedback to E. Martinez and copy Juan Tavaréz by October 10<sup>th</sup>. Discussion followed about the timeline for the plan. Motion to close discussion on the Enrollment Management Plan Outline- J. Evans/S. Moore.
- b. First Read- BP 7120 Recruitment and Hiring- Amber Gillis. Motion to open discussion for the BP 7120 Recruitment and Hiring- M. Moldoveanu/K. Schwitkis—A. Gillis- This came to me from Human Resources and I left it as is so that you can see all of the strikethroughs. J. Evans- The first statement reads as if the CEO makes the decision him or herself. H. Schumacher- We also need to add something in there about the qualifications that are prescribed by the individual departments at Compton College. Have we looked at other community colleges and how they write their board policies? Can we do that? A. Gillis- We should look at the Q research. I would ask from everyone, please take a look at some other colleges. I would recommend looking at districts from across the state. They are not looking to take this to the board until November. We can delay this so that the recommendations are meaningful.

Recommendations and revisions should be sent to A. Gillis and M. Moldoveanu. Motion to close discussion A. Gillis/ M. Roeun.

**7. Information Items**

- a. BP 3330 Access to Facilities and Property- Send feedback to L. Owens.
- b. BP 3720 Computer Use- Send feedback to A. Yermakov
- c. AR 5011 Admission and Concurrent Enrollment of High School and Other Younger Students- Send feedback to E. Martinez.

**8. Upcoming Events**

- a. Plenary is November 7-9. There is still space if anyone is interested in going.

**9. Announcements**

**10. Future Agenda Items**

- a. Committees and Faculty Participation
- b. Curriculum Handbook Revisions

**11. Adjournment-** 1:55pm J. Villalobos/J. Evans

**Next Scheduled Meeting: October 17, 2019 at 12:30pm**  
**Boardroom**