



Academic Senate Minutes

Facilitator: Amber Gillis, President

Recorder: Nikki Williams, Secretary

Date: May 21, 2020

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

Location: Zoom Conference in Canvas

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.

SENATORS:

Estrada, Harvey
 Evans, Jerome
 Gillis, Amber
 Khan, Mahbub
 Kooiman, Brent
 Maruri, Carlos

Mills, Jesse
 Moldoveanu, Minodora
 Moore, Sean
 Pham, Hoa
 Richardson, Pamela
 Roeun, Malinni
 Schumacher, Holly

Schwitkis, Kent
 Sidhu, Rajinder
 Thomas, Shirley
 Valdry, Andree
 Villalobos, Jose
 Williams, Nikki

AGENDA:

1) Call to Order- 12:50pm

2) Approval of Agenda- Approve the amended agenda May 21, 2020- Schwitkis/Mills

Change the Second Read and Vote for Curriculum Handbook Revisions and DE Addendum Statement to be separated and it is only a second read for the DE Addendum Statement.

Changed to include the FDC Purpose Statement which can be found in Canvas

Motion to amend the amended agenda to vote on the DE Addendum Statement- Schwitkis/Estrada

3) Review and Approval of Minutes from May 7, 2020 Meeting

Amend to add H. Pham's attendance- Approval-Mills/Moldoveanu

4) Reports

a) President's Report- Amber Gillis

We met with Dr. Curry for our weekly meetings and our big concerns are our course offerings and our budget cuts. I am very concerned about lay-offs. We don't know what the economy is going to look like going forward. The other concern is making sure that our DE Addendum and Curriculum process is moving forward on schedule. I was happy to see that there was over 200 people at our Tartar Talks. There are a lot of unknowns and I would recommend that if you have concerns that you voice them to your senators. Virtual Commencement is on June 12, 2020. Please tune in. Dr. Curry was asking about the Optional Flex Day for the fall and we need to start looking for recommendations and suggestions as to what we are going to do. J. Crozier- Why are we hiring? A. Gillis- I did speak with him about this and recommended that we do not hire especially if we are looking at cutting sections. If we want to put together a formal recommendation from Senate stating our position. J. Crozier- Yes, I think a formal recommendation from Senate is needed. The Flex Day is something the Faculty Development Coordinator would do because we keep getting the request to plan flex day on the last

last day of our last meeting and that's something that really needs to be developed during the semester. A. Gillis- June 30 is when Dr. Curry wants a recommendation as to what we would like to do with the Optional Flex Day.

b) ASB President Report

No report

c) Vice President's Report- Jesse Mills

No report

d) Faculty Board Representative Report- Amber Gillis reporting.

On Tuesday at the Board Meeting, they honored J. Evans for his service. He has been Board Representative for 14 years.

e) Academic Affairs Report

No report

f) Curriculum Report- Sean Moore

Future scheduled Flex approved Curriculum, SLO, and DE Addendum Open Lab Workshop dates: May 19, 2020 from 3:30 p.m. – 5:30 p.m. via Zoom. Distance Education Curriculum Subcommittee has reviewed, voted on and approved the DE Addendums for the following courses on May 7, 2020: ACR 121, ACR 123, ACR 125, ACR 127, ACR 130, ACR 131, ACR 134, ACR 136, ACR 160, ACR 161, ACR 162, AJ 106, AJ 107, AJ 109, AJ 130, AJ 135, AJ 142, BIO 115, CIS 192, ENGL 150, ENGL 152, ESL 103, ESL 104, POLI 102, POLI 110, PSYCH 102, and PSYCH 115. List of Non-DE courses offered in the fall, requiring DE-Addendums, have been sent to division deans and chairs to assign and approve faculty originators - *please see attached*. The “Summer 2020 Non-DE Approved Courses Offered That Require DE Approval” has been revised and reflects course removals - *please see attached*. Documents required to complete the “Emergency Temporary Distance Education Blanket Addendum Request for Summer 2020” by May 20, 2020 are being collaboratively finalized. Reinstated Item(s) from 5-5-20 for Consent Agenda: Revised per Curriculum Committee members request on 5-5-20 to include a date for approval: To further expedite the curriculum approval processes during the COVID-19 pandemic, Non-Distance Education courses formerly approved by Compton College's Board of Trustees on/or after August 20, 2019 will solely require the Distance Education Addendum component reviewed and approved by our Distance Education Curriculum Subcommittee and forwarded to the College Curriculum Committee for consent agenda approval prior to Academic Senate and Board of Trustees approval. Curriculum Consent Agenda Items were shown.

g) Distance Education Report- Jasmine Philips

Dr. Curry mentioned that the structure of DE will be changing. We will have a DE Manager and that position has been flown and closes the first week of July. He has flown the DE coordinator position. The Faculty Coordinator position is 40% and that person will be running DEAC, the FCRC committee, and the addendum subcommittee. I have been transitioned into the Instructional Designer position. Per the request of the faculty we've provided seven webinars and we are recording them. They are in the Canvas Toolbox which everybody does have access to in their Canvas. These are for helping faculty get ready to publish their course and they are sequential. In addition to that, the support we're providing is some summer instructional design days per Dr. Curry's request. What we've planned is June 15th and 16th to have these same topics with hands on help provided. I will be also providing more summer instructional design days. Then in the fall, I'll be putting together the training sequence of classes. Synchronous and asynchronous both of those fall under online as well as hybrid and we do need to be compliant with all Title V and accessibility guidelines. We're working on the online faculty evaluation and the student online evaluation forms. DEAC will be bringing the third definition of online to the Senate. This would allow for us to offer fully online courses but expect that the students can take a proctored exam on our campus or at a proctoring site.

h) Faculty Development Report- Judith Crozier

The final date for the Book Club changed. I don't have that date, but it will go out to all of the registered participants. We finished the purpose document and voted to approve it and it is here for the first read.

5) Unfinished Business/Tabled Business

a) Second Read & Vote: BP 3225 – Institutional Effectiveness

Motion to open discussion- Mills/Roeun. A. Gillis- I did not receive any feedback. Are there any questions or discussion? No discussion. Motion to close discussion- Schwitkis/Pham. Motion to approve- Schwitkis/Moldoveanu. Vote taken and the motion carries.

b) Second Read & Vote: Program Maps (Various Programs: See Attached)

Motion to open discussion- Moldoveanu/Pham. A. Gillis- I received some updated ones from C. Jimenez. I

pulled all of the Program Maps that we have for a first read from last time and they are up for a second read. Are there any questions or discussion? No discussion. Motion to close discussion- Mills/Moldoveanu. Motion to approve- Schwitkis/Mills. Vote taken and the motion carries.

c) **Second Read & Vote: Collaborative Governance at Compton College Document**

Motion to open discussion- Schwitkis/Estrada. A. Gillis- The Map was fixed and I corrected the typos. I worked on fixing fonts, but those are more cosmetic. Is there any discussion regarding the content? No discussion. Motion to close discussion- Schwitkis/Moldoveanu. Motion to approve- Roeun/Maruri. Vote taken and the motion carries.

d) **Second Read & Vote: Approved Curriculum Items from May 5, 2020**

Motion to open discussion- Roeun/Maruri. A. Gillis- These are the items that the Curriculum committee brought forth at the last meeting. Do we have any questions for S. Moore? No discussion. Motion to close discussion- Schwitkis/Roeun. Motion to approve- Schwitkis/Estrada. Vote taken and the motion carries.

e) **Second Read & Vote: Curriculum Handbook Revisions: Academic Senate Review of Courses**

Motion to open discussion- Schwitkis/Maruri. A. Gillis- Is there any discussion? No discussion. Motion to close discussion- Schwitkis/Maruri. Motion to approve- Schwitkis/Mills. Vote taken and the motion carries.

f) **Second Read &4 Vote: Distance Education Addendum Approval Processes statement**

Motion to open discussion- Estrada/Schwitkis. No discussion. Motion to close discussion- Moldoveanu/Maruri. Motion to approve- Schwitkis/Moldoveanu. Vote taken and the motion carries.

g) **Second Read & Vote: Faculty Development Coordinator Job Description**

Motion to open discussion- Schwitkis/Mills. A. Gillis- Any questions, discussion, feedback for the FDC? No discussion. Motion to close discussion- Schwitkis/Roeun. Motion to approve- Schwitkis/Pham. Vote taken and the motion carries.

6) New Business

a. **First Read: BP3226 – Institutional Review Board (IRB)**

Motion to open discussion- Schwitkis/Moldoveanu. A. Gillis- This came forward to us from Student Services and from L. Sosenko. This information comes directly from the CCLC. J. Mills- IRB is a group that most campuses have that protects people from harm during research. Motion to close discussion- Estrada/Schwitkis.

b. **First Read: Program Maps (Various Programs: See Attached)**

Motion to open discussion- Mills/Moldoveanu. A. Gillis-Any questions regarding the maps? If you have questions you can send them to me or directly to C. Jimenez. Motion to close discussion-Mills/Moldoveanu.

c) **First Read: Approved Curriculum Items from May 19, 2020**

Motion to open discussion- Mills/Schwitkis. A. Gillis- These are the listing of courses that the committee approved at their May 19th meeting. Does anyone have any questions for S. Moore? Motion to close discussion- Estrada/Schwitkis.

d) **First Read: Faculty Development Committee Purpose Statement**

Motion to open discussion- Schwitkis/Sidhu. A. Gillis- J. Crozier sent a statement and this is here for a first read. If you have comments please send them to J. Crozier. Please read it thoroughly for our second read. Motion to close discussion- Mills/Schwitkis.

e) **First Read: Enrollment Management Plan**

Motion to open discussion- Mills/Schwitkis. A. Gillis- Does anyone have any questions or comments for E. Martinez. J. Phillips- If there need to be changes made what is the timeline? E. Martinez- This is reviewed on a yearly basis. We had a lot of stakeholders that contributed to this. A. Gillis- This is the first read and we will have a second read and vote at our next meeting. If you have any questions or comments, you can send them to me or anyone on the e-board as well as to E. Martinez by Tuesday, May 26, 2020. Motion to close discussion- Millis/Estrada.

7) Informational Items

- a) BP 3550 Drug Free Environment and Drug Prevention Program
 - b) BP 3310 – Records Retention and Destruction*- This came from IT.
 - c) AR 3310 – Records Retention and Destruction*- This came from IT.
- *NOTE: BP3310 and AR3310 replace CCCD AR6552

8) Future Agenda Items

- a) Tenure Resolutions- I have invited them to come to our meetings so that we can honor them.
- b) Minimum Qualifications Resolution- we need to bring this forward so I have started writing this.
- c) Retirement Resolutions

9) Adjournment- 2:00 pm

Next Scheduled Meeting: June 4, 2020 at 12:30pm
Academic Senate Canvas Site- Zoom

