



## ACADEMIC SENATE

### AGENDA

Thursday, December 3, 2015 at 1:00 p.m. in the Board room

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

**III. APPROVAL OF MINUTES**

November 19, 2015 Minutes

**IV. REPORTS**

**Senate:**

President

Board Representative and External Liaison

Accreditation

Paul M. Flor

Jerome Evans

Holly Schumacher

**V. ACTION ITEMS-UNFINISHED BUSINESS**

1. Resolution to Dr. Tom Fallo

**VI. NEW BUSINESS**

1. Strategic Planning Report

Vision and Mission Statements, 2017-2022

Roza Ekimyan &

Abiodun Osanyinpeju

2. Build and promote professional excellence:

Showcasing faculty success and innovations

**VII. INFORMATION-DISCUSSION ITEMS**

1. Planning & Budget Committee

2. Student Equity Plan

**VIII. Events/Meetings**

1. FACCC Education Institute Policy Forum

**IX. FUTURE AGENDA ITEMS**

1. Board Policies 1200 – Mission

2. BP 8200 – Emergency Response Plan

3. Student Equity Plan

4. ECC, Compton Center Water Conservation efforts

**X. ADJOURNMENT**



**COMPTON COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES POLICIES**

**BP 2520 Academic Senate**

**Issued: May 19, 2015**

Reference:

Education Code Section 70902(b)(7);  
Title 5, Sections 53200 et seq  
Accreditation Standard IV.A  
Board Policy 2510 Participation in Local Decision Making

The Academic Senate is organized under the provisions of the California Code of Regulations, Title 5, shall represent the faculty and make recommendations to the administration and to the Board with respect to academic and professional matters, so long as the exercise of such functions does not conflict with the lawful collective bargaining agreement.

The Board or its designee will consult collegially with the Academic Senate when adopting policies and procedures. The Board will rely primarily on faculty expertise on academic and professional matters as defined by Sub-Chapter 2, Section 53200, et seq., California Administrative Code, Title 5, and as listed below:

1. Curriculum, including establishing prerequisites and placing courses within disciplines;
2. Degree and certificate requirements;
3. Grading policies;
4. Educational program development;
5. Standards and policies regarding student preparation and success;
6. District and College governance structures as related to faculty roles;
7. Faculty roles and involvement in accreditation process, including self-study and annual reports;
8. Policies for faculty professional development activities;
9. Processes for program review;
10. Processes for institutional planning and budget development, and
11. Other academic and professional matters as mutually agreed upon between the Board of Trustees and the Academic Senate.

The Academic Senates' organization, membership functions and committee structure shall be developed by the Academic Senate.

**CEC ACADEMIC SENATE MEETING DATES AND LOCATIONS** (1<sup>st</sup> & 3<sup>rd</sup> Thursday)

**FALL 2015**

<del>September 3</del>	Board Room
<del>September 17</del>	Board Room
<del>October 4</del>	Board Room
<del>October 15</del>	Board Room
<del>November 5</del>	Board Room
<del>November 19</del>	Board Room
December 3	Board Room

**SPRING 2016**

February 4	Board Room
February 18	Board Room
March 3	Board Room
April 7	Board Room
April 21	Board Room
May 5	Board Room

**ECC ACADEMIC SENATE MEETING DATES AND LOCATIONS** (1<sup>st</sup> & 3<sup>rd</sup> Tuesdays before ECC Senate, usually)

**FALL 2015**

<del>September 1</del>	Alondra Room
<del>September 15</del>	Dist. Ed. room 166
<del>October 6</del>	Dist. Ed. room 166
<del>October 20</del>	Dist. Ed. room 166
<del>November 3</del>	Alondra Room
<del>November 17</del>	Alondra Room
December 4	Alondra Room

**SPRING 2016**

February 2	Alondra Room
February 16	Alondra Room
March 1	Alondra Room
April 5	Alondra Room
April 19	Alondra Room
May 3	Alondra Room

Compton Faculty are encouraged to attend the ECC Academic Senate meetings when possible.

**Per the Brown Act all votes must be recorded by name. Only No's and Abstentions will be recorded by name in the minutes, if you were signed in to the meeting and did not vote No/Abstain, your vote will be assumed to be a Yes.**



## ACADEMIC SENATE MINUTES

Thursday, November 19<sup>th</sup>, 2015 1:00 p.m. Board Room

<u>Senators</u>	<u>ATTENDANCE</u> <u>Visitors</u>
Eyob Wallano	Ruth Roach
Jerome Evans	Jessie Mills
Andree Valdry	Amber Gillis
Mandeda Uch	Celia Arroyo
Thomas Norton	
Nikki Williams	
Paul Flor	
Kent Schwitkis	
Christopher Halligan	
Holly Schumacher	
Michael Odanaka	
Annaruth Garcia	
Marcelo Cabral	

**I. CALL TO ORDER** – 1:05 p.m.

**II. APPROVAL OF AGENDA** – Schwitkis/Wallano - Approved

**III. APPROVAL OF MINUTES** – Halligan/Cabral – Approved

### **IV. REPORTS**

**President's Report-** Paul Flor reporting.

- **College Council and El Camino Academic Senate-** minutes attached.
  - New Superintendent for El Camino College was approved. Motion to invite her to Academic Senate in spring 2016- Halligan/Schwitkis.
- **Resolution for Tom Fallo-** A resolution was prepared for Fallo for his service and the Senate body should read it and provide feedback before it is presented to him at a spring 2016 meeting.

**Board Representative** – Jerome Evans reporting

- **Cornelia Lyles-** Asked for donations for the homeless for a student whose mother feeds the homeless population in Los Angeles once a week. Dr. Lyles is soliciting donations of money and goods to give them for Christmas. The donations will be delivered on December 9<sup>th</sup>. Flor mentioned that we have a homeless population on campus and discussed the fact that we have students who sleep in their cars.

- **UCI Speaker-** Evans reported that student life sponsored students to attend a MSNBC commentator speaking at UCI and discussed what a positive impression the speaker was on the students.
- **Tour of 6 HBC-** 55 students and 6 chaperones went on a 6 day trip to tour 6 HBC which was extremely successful.
- **HBC/U Fair-** The college fair was attended by more than 400 students and sponsored in part by Essie French-Preston.
- **Male Speaker Series-** Faculty is encouraged to attend these presentations.

**Accreditation:** Holly Schumacher reported.

- The Friday meetings are complete for fall 2015. There will be 3 more in spring 2016.
- Narratives are due in January and Bob Clear is our primary editor.
- We are moving forward very effectively and working hard to get the self-study completed.

## V. ACTION ITEMS-UNFINISHED BUSINESS

- **Adoption of Senate goals 2015-2016:** This is the final reading. Flor asked if we have any input on any of the goals and noted that a curriculum goal was added. French-Preston added that the purpose of the curriculum goal is to complete much needed training for faculty to start this committee to learn the process in anticipation of our accreditation. We will measure the success of this goal by having a functioning committee group by April 2016. Norton questioned why we have measures for the goals and Williams explained the purpose of measures is to ensure that we are on track to achieving proposed goals.
- Norton moved to table the discussion. Vote on tabling the measure
  - In Favor: Norton
  - Opposed: Schwitkis, Schumacher, Garcia, French-Preston, Flor, Wallano, Uch, Cabral, Williams
  - Abstention: Halligan
- Schwitkis moved to accept the goals with the new measure for the curriculum goal.
  - In Favor: Wallano, Schwitkis, Schumacher, Garcia, French-Preston, Uch, Cabral, Williams
  - Opposed: Norton
  - Abstention: Halligan, Evans
- 2015-2016 Senate goals are approved

## VI. NEW BUSINESS

**Curriculum Regional Meeting-** Tom Norton and Amber Gillis presented.

- Norton- The state is doing away with CurricuNet.

- Gillis- We will now be using a curriculum inventory software done by the State Chancellor's Office in an effort to streamline the programs.
  1. Migration will begin in January 2016 because the CurricuNet contract ends June 30<sup>th</sup> 2016. Our migration will be done through the Torrance campus.
  2. CID update was given.
  3. Discussion was presented on how to complete credit calculations for classes.
  4. Learned about CSU pathways- why there are so few students from California community colleges going to CSUs.
- Norton- We are going to have to begin to think about getting an articulation specialist for our campus to help facilitate the process.

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#### **Financial Aid BOG Fee Waiver- Mytha Pascual**

- BOG fee waiver changes
  - 71% of students receive the BOGFW
  - Dropping classes will not help students. Faculty is being encouraged to make students aware of this so that they are not dropping classes.
  - Flow chart given as an example--- If students are pre-registered then they cannot lose their fee waiver --- we need to encourage students to pre-register so this will guarantee students their money and their courses- this will avoid loss of BOG fee waiver in the preceding semester.
  - Will make an announcement to send to faculty for them to announce to their students about pre-registering and how beneficial it is for them to pre-register.
  - Send students to financial aid office if they have any questions about calculating their GPA and completion rates.
  - Discussion from faculty about how to get this information out to students and clarifying what the information is.

**MOTION TO ADJOURN –Halligan/Evans- Approved – 2:10 p.m.**



## SHARING THE INFORMATION

*Effective faculty leadership is best achieved through teams not heroes.*

Goals for the Senate for 15-16 to include AS and faculty input in areas like Student Success, enrollment, retention, graduation...and so on.

- Ensure faculty representation on Senate. Measure: ensure full and Part-time faculty in all divisions have Senate representatives and that elections are held as needed.
- Ensure Senate Executive and Committee Chair communication. Measure: ensure faculty serving as chairs on institutional committees report information and share documentation to Academic Senate to distribute to entire campus community.
- Build and promote professional excellence. Measure: Arrange for “positive” presentations showcasing faculty success and innovations.
- To foster awareness and encourage faculty involvement in the local implementation of statewide initiatives for student success, equity, enrollment, retention, and completion. Measure: monitor faculty participation.
- Initiate Curriculum Committee group at the Compton Center with Dr. Essie French Preston who is ECC Curriculum Committee representative to serve as lead faculty. Measure: have a functioning committee group by April 2016.

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**Compton College**

**Vision and Mission Statements**

**2017-2022**

### **Vision:**

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

### **Mission:**

Compton College is a welcoming environment where the diversity of our students is supported to pursue and attain academic and professional excellence. Compton College promotes solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for transfer, completion and lifelong learning.

Here's the link for the Mission & Vision Statement survey:

<https://www.surveymonkey.com/r/LKM89ZL>.

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# FACCC Education Institute Policy Forum

Friday, January 29, 2016 from 10:30 AM – 12:00 pm at Irvine Valley College  
Performing Arts Center (PAC)

Parking: Lot 5

The event is **FREE** to all faculty who register in advance.

**Register Today!** <http://www.faccc.org/event/policy-forum-2016/>

Join the panel as we analyze the current state of accreditation and explore possibilities for the future. Will the Chancellor's Office Task Force report result in an improved process or will we see more of the same? Will ACCJC remain as our system's accreditor or will another be chosen? This year's theme is: ***Moving Forward: The Future of Accreditation.***

## Speakers:

- **Rich Hansen**, FACCC Treasurer and President of the California Community College Independents
- **Larry Galizio**, President and CEO of the Community College League of California
- **Pam Walker**, Vice Chancellor of Educational Services for the California Community Colleges

**LUNCH IS PROVIDED FOR THOSE WHO REGISTER IN ADVANCE.**



**PLANNING & BUDGET COMMITTEE (PBC) MEETING**  
**Compton Community College District**  
**October 28, 2015 – 2:00 pm – 3:30 pm**  
**Board Room**

**MEMBERS PRESENT**

Dr. Rodney Murray       Dr. Billie Moore       LaVetta Johnson       Christian Sanchez  
 Dr. Abiodun Osanyinpeju       Miguel Ornelas       David Simmons  
 Carmela Aguilar       Dr. Jose Villalobos

**OTHERS ATTENDING:** None.

**Handouts**

- CCCD Schedule of Other Postemployment Benefits (OPEB) District's Funding Plan
- Total Compensation Systems, Inc. - Actuarial Study of Retiree Health Liabilities as of March 1, 2015

**I. Call to Order**

The meeting was called to order at 2:15 p.m. by Dr. Abiodun Osanyinpeju.

**II. Approval of Minutes**

- ❖ The minutes of September 1, 2015 were approved. Mr. Simmons, Mr. Sanchez (moved/seconded). The motion passed unanimously.
- ❖ The minutes of September 22, 2015 were approved. Ms. Aguilar, Mr. Simmons (moved/seconded). The motion passed unanimously.

**III. Actuarial Study**

Ms. Johnson and Mr. Simmons both asked Dr. Osanyinpeju if he and Mr. Lopez got together to discuss the presentation from Total Compensation. Dr. Osanyinpeju mentioned that he spoke with Dr. Curry, Chief Executive Officer (CEO), regarding Total Compensation providing the Planning and Budget Committee (PBC) with a brief overview of the Actuarial Study. Dr. Curry stated that Total Compensation would charge the District \$1,600 to come and provide a presentation. Ms. Johnson asked who would then be providing the presentation. Dr. Osanyinpeju replied the Chief Business Officer (CBO), however, the CBO is not available until tomorrow as he was attending a conference. Dr. Osanyinpeju stated that there was no one here to present to the PBC that day. Mr. Simmons inquired if providing presentations was

built into Total Compensation's original contract and if a presentation was provided to anyone else? Dr. Osanyinpeju stated that he would have to assume there were no presentations made because when he asked for one to be provided to the PBC, the CEO had indicated it would be a good idea. Mr. Simmons mentioned that in previous years Total Compensation had provided presentations to the Board of Trustees and the CEO's Cabinet and this was included in the contract. Dr. Osanyinpeju indicated that he could not answer that question.

Ms. Edwards asked relative to page 3 of the study, why "Dependent Coverage" was not included under "Classified and Classified Management and Confidential staff. Ms. Aguilar stated that it was negotiated and that whatever faculty receives so do administrators. Mr. Simmons mentioned that the faculty had been covered for a long time and if we were to look at their work history, certificated were not covered by social security and not eligible for Medicare, and classified were. As a classified employee we had access to certain benefits that certificated did not have. He indicated that the life span of an administrator is short and that the administrators could receive their benefits after 10 years.

#### IV. Line of Credit/OPEB/STRS/PERS Liability

Dr. Osanyinpeju stated that the committee needed to look at the last two pages, as there are three items that required a recommendation. He stated that these were OPEB, Line of Credit, and STRS/PERS. Mr. Simmons mentioned that he could not make a recommendation until he has received some type of presentation. Ms. Johnson wanted to know what type of recommendation the CEO had in mind. Dr. Osanyinpeju stated that he wants to place monies in OPEB, the Line of Credit, and STRS/PERS to pay them off as quickly as possible. Mr. Simmons stated that OPEB is tied into the Line of Credit because if the Line of Credit is not paid off in 2016 you cannot start to make advance payments to OPEB. Dr. Osanyinpeju stated that the payments will continue to be made and the payment amounts would increase. Mr. Simmons indicated that the OPEB comes from the Line of Credit and unless the Line of Credit receives some type of refinancing, it is set by the state. Ms. Johnson indicated that Ms. Perez had mentioned that the benefit would not be enough for us to refinance. Ms. Johnson also indicated that \$750,000 went into the OPEB and asked if the District is trying to double the \$250,000 to \$500,000.

Dr. Osanyinpeju stated that Dr. Curry wants to put more money into it and what we need to ask is whether it is good enough, too aggressive, or insufficient. Does it make more sense to put more money into it or do we want to leave it as it is. He stated that OPEB will take 20 years to get to where we want to be and the Line of Credit will take 14 years. Mr. Simmons stated that he did not have a problem with the current payment plan and that the committee should review the plan every year. Dr. Osanyinpeju asked if there had been a time when the District had proposed something higher. Ms. Aguilar replied in 2015-2016 it was increased for one-time funding. Mr. Simmons stated that the District contributed an additional \$369,747 above the budgeted \$250,000 as a result of the cosmetology liability settlement.

Dr. Osanyinpeju asked for clarification of the annual contribution increases to \$1.4 million as a result of the line of credit pay-off. Mr. Simmons said this was correct. Dr. Osanyinpeju stated that these funds could be used for something else. Mr. Simmons stated that it would be reviewed every year and we should decide if it is reasonable or not. Dr. Osanyinpeju moved that the Planning and Budget Committee recommendation be to accept the proposed funding

schedules for OPEB and the Line of Credit as presented, but subject to yearly review, and if there is a need to make additional changes, it must be brought back to the PBC first for discussion. The vote was 5 in favor, 0 opposed, and 0 abstentions. The motion passed.

V. STRS/PERS Schedule

Dr. Osanyinpeju stated that the other one is the STRS/PERS liability. Mr. Simmons asked if the state will provide additional funding to meet those obligations. Dr. Osanyinpeju stated that he did not think so because the state is adding its own contribution. Dr. Osanyinpeju stated that it is the District contribution under discussion. Mr. Simmons asked if the state gives the District more money when the PERS/STRS rates increases and Dr. Osanyinpeju stated that he did not believe this was the case. Dr. Osanyinpeju stated that the District's own contribution must be added to PERS and STRS through fiscal year 2021 whether the state provides additional support or not. Ms. Aguilar stated that PBC should not have to vote on the PERS/STRS cost because the cost is mandated. She stated that Mr. Lopez needs to provide more information regarding the state contribution. Mr. Simmons stated that the cost is the cost and his only concern is if it is District funds or is the state is going to match the increase funding by an equal amount. Ms. Aguilar stated that Mr. Lopez needed to answer that question. He stated we need to find out this answer first. Dr. Osanyinpeju stated that the CEO would like a recommendation no later than November 1, 2015. He stated that he will discuss it with the CBO and pass the information back to the committee. Ms. Johnson confirmed that the deadline is Sunday, November 1, 2015. Mr. Simmons stated that if the state is not going to match funding then the CBO needs to work with the various organizations to obtain matching funding.

IV. Adjournment - The meeting adjourned at 2:40 pm.

**COMPTON COMMUNITY COLLEGE DISTRICT  
EL CAMINO COLLEGE COMPTON CENTER  
2015-2016 PLANNING AND BUDGET CALENDAR**

<b>Month</b>	<b>Activities</b>	<b>Responsible Party</b>
July	<p>A. Tentative Budget is rolled into active status (purchasing can begin) on July 1.</p> <p>B. Final evaluation of current year goals and objectives are entered into plans in plan builder.</p> <p>C. Final revenue and expenditure adjustments are made to budget and reviewed by PBC.</p>	<p>1. Accounting</p> <p>2. Program faculty, staff, and managers</p> <p>3. CEO and VP Compton Center</p> <p>4. PBC</p>
August	<p>A. Review and discussion of the final budget assumptions by CEO and VP Compton Center with the PBC.</p> <p>B. Presentation of comments made by partner college (ECC) to the final budget.</p> <p>C. Final Budget line item review with PBC.</p>	<p>1. CEO and VP Compton Center</p> <p>2. PBC</p> <p>3. CEO</p> <p>4. CBO</p>
September	<p>A. Final Budget submitted to Board.</p>	<p>1. CEO</p>
October	<p>A. Review and discuss the status of the 2008 Accreditation Self-Study Planning Agenda items.</p> <p>B. PBC conducts annual self-evaluation.</p>	<p>1. PBC</p> <p>2. PBC</p>
November	<p>A. Review and revise planning priorities.</p> <p>B. Assess Program Review cycle to make sure program reviews are being completed in a timely manner.</p>	<p>1. Program Faculty, staff, and managers</p> <p>2. PBC</p>
December	<p>A. Submit prioritized Program plans for the next fiscal year.</p> <p>B. Review proposed midyear cuts/budget augmentation proposals and their linkage to</p>	<p>1. Program faculty, staff, and managers</p> <p>2. CEO and VP Compton Center</p>

	budget and planning.	
January	<p>A. Determine preliminary revenue estimates.</p> <p>B. Begin assessment of key budget issues.</p> <p>C. Identify budget development assumptions.</p> <p>D. Evaluation of current fiscal year program plan goals and objectives by January 31.</p>	<p>1. CBO</p> <p>2. PBC</p> <p>3. CEO and VP Compton Center</p> <p>4. Program faculty, staff, and managers</p>
February	<p>A. Submit prioritized Unit plans for the next fiscal year by February 28.</p> <p>B. Review planning process to make sure that programs plans were submitted on time and that prioritization of goals and objectives took place.</p> <p>C. Review and discuss linkage between program plans and College mission statement, strategic initiatives, and program reviews.</p>	<p>1. Deans/Directors</p> <p>2. PBC</p> <p>3. PBC</p>
March	<p>A. Determine enrollment targets, sections to be taught, and full-and part-time FTEF.</p> <p>B. CEO and VP Compton Center jointly determine ongoing operational costs including:</p> <p style="margin-left: 20px;">a. Full-time salaries</p> <p style="margin-left: 20px;">b. Benefits, Utilities, GASB</p> <p style="margin-left: 20px;">c. Legal and contract obligations</p> <p>C. Develop Line Item Budgets for Operational Areas.</p> <p>D. Prioritized Area plan recommendations for the next fiscal year submitted to PBC by March 31.</p> <p>E. Review and discuss the status of the 2008 Accreditation Self-Study Planning Agenda items.</p>	<p>1. VP Compton Center</p> <p>2. CEO, VP Compton Center and Cabinet</p> <p>3. CBO</p> <p>4. CEO and VP</p> <p>5. PBC</p>
April	<p>A. Tentative budget information completed for PBC review by April 15.</p> <p>B. Initial planning and budget assumptions are</p>	<p>1. CBO</p> <p>2. Senior Management</p>

	<p>finalized.</p> <p>C. Presentation of comments made by partner college (ECC) to the final budget.</p> <p>D. Proposed tentative budget is reviewed and discussed for recommendation.</p>	<p>Team</p> <p>3. CEO</p> <p>4. PBC</p>
May	<p>A. PBC submits recommended funding to CEO.</p> <p>B. CEO submits tentative budget to Board of Trustees for first reading.</p>	<p>1. PBC</p> <p>2. CEO</p>
June	<p>A. Tentative Budget is presented to the Board by June 20.</p>	<p>1. CEO</p>

Some major plans, such as the Educational Master Plan or the Facility Master Plan have unique cycles that do not fit into an annual calendar cycle. These plans should be submitted to PBC review during final stages of the planning process, before their adoption.



**PLANNING AND BUDGET COMMITTEE**  
**November 24, 2015 – 2:00 p.m. to 3:00 p.m.**  
**Board Room**

**AGENDA**

*Every effort will be made to start promptly at 2:00 p.m. and adjourn at 3:30 p.m. All items not covered will be carried over to the next agenda.*

- I. Call to Order
- II. Review of Minutes October 27, 2015
- III. STRS/PERS Funding Schedule – Felipe Lopez
- IV. 2016-2017 Planning and Budget Calendar
- V. 2015-2016 Enrollment Management Funding - Dr. Phillip Humphreys
- VI. 2014-2015 PBC Evaluation/Employee Feedback Survey – Irene Graff
- VII. Annual Planning Update – Irene Graff
- VIII. Process Improvement Plan Consultation & Decision-Making – Irene Graff
- IX. Making Decisions Guidelines for Consultation Committees – Irene Graff
- X. Strategic Plan – Implementation – Irene Graff
- XI. Adjournment



**FACULTY COUNCIL Agenda  
Thursday, December 3, 2:00 p.m. in the Board room  
(or immediately following the Council meeting)**

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

**III. APPROVAL OF MINUTES**

November 19, 2015 Minutes

**IV. REPORTS**

**Faculty Council:**

Chairperson

Paul Flor

Vice Chairperson

Chris Halligan

ECC Curriculum Committee

Essie French-Preston

ECC Education Policies Committee

Vanessa Haynes

Student Learning Outcomes

Kendahl Radcliffe

Student Success Committee

Vacant

**V. ACTION ITEMS-UNFINISHED BUSINESS**

1. El Camino College Curriculum Committee minutes for October 27, 2015
2. El Camino College Educational Policies Committee minutes for Nov. 24, 2015

**VI. NEW BUSINESS**

1. CI-D and Assist

Lori Suekawa

**VII. INFORMATION-DISCUSSION ITEMS**

1. Survey feedback on ECC planning & budgeting process

**VIII. EVENTS/MEETINGS**

1. 2016 CTE Curriculum Academy, January 14 - 15, 2016

**IX. FUTURE AGENDA ITEMS**

**ADJOURNMENT**

# CCCD Academic Senate and *ECC-CEC Faculty Council Roster*

2014-2015 (19 members)

## Officers:

President/ <i>Chairperson</i>	Paul M. Flor (15-16)
Past President/ <i>Past Chairperson</i>	Michael Odanaka
President-Elect/ <i>Chairperson-Elect</i>	Paul M. Flor
Vice President/ <i>Vice Chairperson</i>	Chris Halligan (16-17)
Secretary/ <i>Secretary</i>	Nikki Williams (16-17)
Curriculum/ <i>Curriculum Representative</i>	Essie French-Preston (16-17)
<i>Adjunct Representative</i>	Marcelo Cabral (16-17)
Board Representative	Jerome Evans (16-17)

## Members:

### **Career and Technical Education (2)**

Annaruth Garcia (16-17)

Phillip Yaghmai (17-18)

### **Health and Human Services (2)**

Shirley Thomas (15-16)

Pamella West (16-17)

### **Humanities (2)**

Chris Halligan (17-18), Vice President/*Vice Chairperson*

Nikki Williams (16-17) Secretary/*Secretary*

### **Social Sciences and Fine Arts (2)**

Kendhal Radcliff (17-18)

Mandeda Uch (16-17)

### **Mathematics (2)**

Abigail Tatlilioglu (16-17)

Jose Villalobos (15-16)

### **Science (2)**

Kent Schwitkis (15-16)

Eyob Wallano (16-17)

### **Library and Learning Resource Unit (1)**

Andree Valdry (17-18)

### **Counseling (2)**

Essie French Preston (17-18), Curriculum/*Curriculum Representative*

Holly Schumacher (15-16)

Michael Odanaka, Past President/*Past Chairperson*

### **At-Large (2)**

Jerome Evans (17-18), Board Representative

Tom Norton (15-16)

### **Adjunct Representatives (2)**

Mahbub Khan (15-16)

Marcelo Cabral (17-18), *Adjunct Representative*



# El Camino College Compton Center

## FACULTY COUNCIL MEETING Thursday, November 19<sup>th</sup>, 2015 2:00 p.m. Board Room Minutes

### ATTENDANCE

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Eyob Wallano	Ruth Roach
Jerome Evans	Jessie Mills
Andree Valdry	Amber Gillis
Mandeda Uch	Celia Arroyo
Thomas Norton	
Nikki Williams	
Paul Flor	
Kent Schwitkis	
Christopher Halligan	
Holly Schumacher	
Michael Odanaka	
Annaruth Garcia	
Marcelo Cabral	

**Call to Order** – 2:10p.m.

**Agenda** – Halligan/Evans- Approved

**Minutes** – Halligan /Schwitkis - Approved

### **Reports:**

**Chairperson** – Paul Flor reporting.

- Sent an email about meetings that were held at Mt. Sac about adopting the Board of Governors resolution. This has opened the idea that there will be a new accrediting body that can be considered- which does not affect us—since this is about 6 years out for implementation--- we will continue with the ACCJC.
  - Also included in the packet is a sampling of letters that were sent in support of adopting this resolution.
- Included in the packet are the minutes of the College Curriculum Committee--- Flor would like more people to start attending these meetings since we will be forming our own soon.

**Vice Chairperson-** Christopher Halligan reporting.

- Academic Senate at El Camino---- There is a push to report Title IV if there is any sexual misconduct reported to faculty they are mandatory reporters--- Suggested putting a clause in our syllabus that we are mandatory reporters, but this may turn students off to speaking with us about problems
- Fall 2015 Plenary- Most of the discussion was centered around curriculum.
  - Rubrics for evaluation have been changed to be governed by the faculty.
  - Talked about the different resolutions that were discussed at plenary

- Faculty Award- Survey will be sent out soon to get feedback on the faculty award.

**Student Learning Outcomes-** Paul Flor reporting.

- **PLO-** We are now at 75% completion.

**Student Success Committee**

- We need to identify someone to take over Student Success
  - Norton/Halligan moved to make Amber Gillis our new faculty rep for student success (Co-chair).
  - Gillis reported that the goal of student success is to update the plan for this next year.

**IEPI-** We have not received any feedback from them yet. They will come back to the campus with their responses and feedback. We will have 2 more visits from the group during the spring 2016 semester.

**ADJOURNED** – French-Preston/ Halligan - 2:30 p.m.

# Sent out by Irene Graff

Please share your feedback on our planning & budgeting process by taking the following survey—it takes only about 5-10 minutes! **Check your email**

## Planning Process Survey

### *Why should I complete this survey?*

Your feedback will help us understand how employees participate and will help us improve the planning process.

### *Why evaluate the planning process?*

It is good practice to evaluate and improve on our processes regularly. This survey has been reviewed and accepted by the collegial consultation Planning & Budgeting Committees of both campuses.

### *If I complete the survey, what will come of it?*

Responses on the 2011 survey were *instrumental* in helping us expand participation, communicate more, and modify the planning system (from Plan Builder to TracDat). The 2015 survey will help us continue to improve our process as well as the new program review & planning system, TracDat.

Irene Graff  
Director, Research & Planning  
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## ASCCC Events and Meetings 2015-2016

### 2016 CTE Curriculum Academy, **January 14 - 15, 2016 @ Napa Valley Marriott**

Sponsored by the Chancellor's Office through Perkins Leadership Funds, the California Community College Association of Occupational Educators (CCCAOE) and the Academic Senate will again host the CTE Curriculum Academy titled *Doing What Matters for CTE Students: A Collaboration of CTE Faculty with EWD and Regional Leaders*.

### **New and Exciting Event for 2016!** 2016 Instructional Design and Innovation, **January 20 - 22, 2016 @ Riverside Convention Center**

The Academic Senate for California Community Colleges is pleased to announce the first annual Instructional Design and Innovation Institute. This new institute will focus on strategies to improve student success and build more effective college programs.

### 2016 Accreditation Institute, **February 19 - 20, 2016 @ Marriott, Mission Valley San Diego**

Whether your college is gathering evidence, writing the self-evaluation, or preparing for a site visit in spring, the Academic Senate for California Community College's Accreditation Institute will provide guidance and support no matter where you are in the cycle of accreditation.

### 2016 Academic Academy, **March 17 - 19, 2016 @ Sheraton Sacramento**

Equity and diversity are primary values of the community college system. The 2015 Academic Academy focused on the Student Success and Support Program and Student Equity Plans. This year's institute will again explore issues of equity and diversity, this time including not only further development of student equity plans and programs but also on broader issues such as faculty hiring and professional development.

### 2016 Spring Plenary Session, **April 20 - 23, 2016 @ Sacramento Convention Center**

This year, the Academic Senate will collaborate with other constituents in hosting the Spring Plenary Session. Today's current higher education environment will require a close collaboration with all college constituents to address issues of common concern.

### 2016 Career Technical Education Institute, **May 6 - 7, 2016 @ DoubleTree Hilton Anaheim/Orange**

This year will bring an intense focus on career and technical education at the federal, state, and local level. This event will provide CTE faculty with the opportunity to engage in key policy conversations through their interaction with representatives of the task force, by learning about the implications of policy decisions on local programs and courses, and in participating in breakout sessions to better understand the college processes including topics on leadership, curriculum design, course repetition, and effective program advocacy.

### 2016 Faculty Leadership Institute, **June 9 - 11, 2016 @ Mission Inn - Riverside**

The Faculty Leadership Institute is the cornerstone of the Academic Senate's governance training. Created to assist new senate leaders navigate the complexity of local governance as well as become versed in state issues, the Faculty Leadership Institute brings seasoned leaders together to share tips and tools for new leaders to successfully lead their senate and influence their college policies. New and experienced leadership are encouraged to join to learn about basic college governance and upcoming state issues.

### 2016 Curriculum Institute, **July 7 - 9, 2016 @ DoubleTree Hilton Anaheim**

The Curriculum Institute is designed to bring together administrators, faculty, and classified staff working on curriculum to provide a platform for interactive learning by all attendees. Informational presentations, direct training and guidance, and interaction with Chancellor's Office staff make this Institute the most popular of the Academic Senate events. Attendees receive updates on important current curriculum topics and to learn ways to improve and develop local curriculum processes.

EL CAMINO COLLEGE  
Office of the President  
Minutes of the College Council Meeting – November 16, 2015

Strategic Initiative C – Collaboration: Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Present: Linda Beam, Tom Fallo, Ann Garten, Irene Graff, Vishu Gupta, Jo Ann Higdon, Chris Jeffries, David McPatchell, Jeanie Nishime, Susan Pickens, Susana Prieto, Jean Shankweiler, Luukia Smith, Claudia Striepe.

1. Minutes – November 9, 2015 minutes were approved as amended.
2. The November 16, 2015 Board Agenda was reviewed. Corrections to the agenda are as follows:
  - a) Page HR 2, item #5 – effective December 1, 2016 2015;
  - b) Page HR 2, item #6 – effective December 1, 2016 2015;
  - c) Page HR 15, Non-Instructional, Class I – BA, Hourly, Step 3 - \$7.65 47.65;
  - d) Page HR 15, Non-Instructional, Class I – BA, Hourly, Step 4 - \$9.55 49.55.

Agenda November 23, 2015

1. Minutes – November 16, 2015
2. AP 4040 (Library Services)
3. AP 5520 (Student Discipline Procedures)
4. BP/AP 4240 (Academic Renewal)
5. Notice: College Council will meet in the Board room on November 30, 2015
6. Notice: Facilities Steering Committee meeting on November 30, 2015 at 2 p.m. in the Board room.

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Minutes of the College Council Meeting – November 23, 2015

Strategic Initiative C – Collaboration: Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Present: Irene Graff, Vishu Gupta, Jo Ann Higdon, Chris Jeffries, Jeanie Nishime, Susan Pickens, Susana Prieto, Jean Shankweiler.

1. Minutes – November 16, 2015 minutes were approved as presented.
2. AP 4040 (Library Services) was reviewed. It was noted that this procedure was approved by the Academic Senate. Several changes were recommended. It was decided that the procedure should go back to Ed Policies committee to review one of the changes.
3. AP 5520 (Student Discipline Procedures) was reviewed. It was noted that this procedure was approved by the Academic Senate. It was noted that these were ready for the Board with one format change to the procedure.
4. BP/AP 4240 (Academic Renewal) were reviewed. It was noted that these were approved by the Academic Senate. These can go to the Board with one minor formatting change on the procedure.
5. Notice: College Council will meet in the Board room on November 30, 2015
6. Notice: Facilities Steering Committee meeting on November 30, 2015 at 2 p.m. in the Board room.
7. Vishu requested that he be able to give an ASO update at each meeting. College Council members agreed to this.
  8. ASO Report a) There will be an ASO fundraiser at Wingstop (Crenshaw and Artesia Blvd.) on December 3, 2015. ASO will distribute flyers.
  - b) Sustainability Committee members will be obtaining recycling bins to be placed on campus.