



Academic Senate AGENDA

Facilitator: Amber Gillis, President

Recorder: Nikki Williams, Secretary

Date: March 5, 2020

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.

SENATORS:

| | | |
|--|--|---|
| <p>___ Estrada, Harvey</p> <p>___ Evans, Jerome</p> <p>___ Gillis, Amber</p> <p>___ Khan, Mahbub</p> <p>___ Kooiman, Brent</p> <p>___ Maruri, Carlos</p> | <p>___ Mills, Jesse</p> <p>___ Moldoveanu, Minodora</p> <p>___ Moore, Sean</p> <p>___ Pham, Hoa</p> <p>___ Richardson, Pamela</p> <p>___ Roeun, Malinni</p> <p>___ Schumacher, Holly</p> | <p>___ Schwitkis, Kent</p> <p>___ Sidhu, Rajinder</p> <p>___ Thomas, Shirley</p> <p>___ Valdry, Andree</p> <p>___ Villalobos, Jose</p> <p>___ Williams, Nikki</p> |
|--|--|---|

AGENDA:

- 1) **Call to Order**
- 2) **Approval of Agenda**
- 3) **Review and Approval of Minutes from December 5, 2019 Meeting**
- 4) **Reports**
 - a) President's Report
 - b) ASB President Report
 - c) Vice President's Report
 - d) Faculty Board Representative Report
 - e) Academic Affairs Report
 - f) Curriculum Report
 - g) Distance Education Report
 - h) Faculty Development Report
- 5) **Presentations**
 - a) Spring Report to Academic Senate – Dr. Keith Curry, President/CEO
- 6) **Actionable and Discussion Items**
 - a) First Read: Academic Senate Constitution and Bylaws 2020
 - b) First Read: DEAC Recommendation Request Form
 - c) First Read: Standardized Distance Education Ticket Notes
 - d) First Read: BP4010 – Academic Calendar
 - e) First Read: BP3250 – Institutional Planning
- 7) **Informational Items:**
 - a) BP3280 – Grants
 - b) BP3505 – Emergency Response Plan

- c) BP3500 – Campus Safety
- d) BP3530 – Weapons on Campus
- e) AR3530 – Weapons on Campus

8) Announcements

- a) 2020 Commencement – Friday, June 12, 2020 @ 11:00am

9) Future Agenda Items

- a) Administrative Regulation for Academic Rank
- b) Academic Senate Mace
- c) Compton College “Committee Rush”

10) Adjournment

Next Scheduled Meeting: March 19, 2020 at 12:30pm
Boardroom



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

BP 2520 Academic Senate

Issued: May 19, 2015

Reference:

- Education Code Section 70902(b)(7);
- 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.

COMPTON COLLEGE ACADEMIC SENATE MEETING DATES AND LOCATIONS (1st & 3rd Thursday)

| <u>FALL 2019</u> | <u>LOCATION</u> | <u>SPRING 2020</u> | <u>LOCATION</u> |
|-------------------------|-------------------------|------------------------|-----------------------|
| September 5 | Board Room | February 20 | Board Room |
| September 19 | Board Room | March 5 | Board Room |
| October 3 | Board Room | March 19 | Board Room |
| October 17 | Board Room | April 2 | Board Room |
| November 7 | Board Room | April 23 | Board Room |
| November 21 | Staff Lounge | May 7 | Board Room |
| December 5 | Board Room | May 21 | Board Room |
| | | June 4 | Board Room |

Per the Brown Act, all votes must be recorded by name. Only Nos and Abstentions will be recorded by name in the minutes. If a senator was signed in to the meeting and did not vote No/Abstain, their vote will be assumed to be a Yes.

CCCD Academic Senate Roster

2019-2020 (19 members)

Officers:

| | |
|--------------------------------------|-----------------------------|
| President/Chairperson | Amber Gillis (18-20) |
| President-Elect/Chairperson-Elect | Minodora Moldoveanu (19-20) |
| Vice President/Vice Chairperson | Jesse Mills (19-21) |
| Secretary/Secretary | Nikki Williams (19-21) |
| Curriculum/Curriculum Representative | Sean Moore (17-20) |
| Adjunct Representative | Mahbub Khan (19-21) |
| Board Representative | Jerome Evans (19-21) |

Members:

Career and Technical Education (2)

Brent Kooiman (19-20)
Pamela Richardson (20-21)

Health and Human Services (2)

Shirley Thomas (19-21)
Hoa Pham (19-20)

Humanities (2)

Minodora Moldoveanu (20-21)
Nikki Williams (19-20) Secretary

Social Sciences and Fine Arts (2)

Jesse Mills (20-21)
Harvey Estrada (19-20)

Mathematics (2)

Malinni Roeun (19-20)
Jose Villalobos (19-21)

Science (2)

Kent Schwitkis (19-21)
Rajinder Sidhu (19-20)

Library and Learning Resource Unit (1)

Andree Valdry (20-21)

Counseling (2)

Holly Schumacher (20-21)
Carlos Maruri (19-21)

At-Large (2)

Jerome Evans (19-21)
Amber Gillis (19-21)

Adjunct Representatives (2)

Mahbub Khan (19-21), Adjunct Representative
Vacant (19-21)



Academic Senate Minutes

Facilitator: Amber Gillis, President

Recorder: Nikki Williams, Secretary

Date: December 5, 2019

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

Location: Boardroom

Vision:

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ATTENDEES:

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

Mills, Jesse
 Moldoveanu, Minodora
 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-** 12:45pm Amber Gillis

2) **Approval of Agenda-**

Amend agenda to include revised curriculum sheet - Schwitkis/Roeun

Approval of agenda- Mills/Schwitkis

3) **Review and Approval of Minutes from November 21, 2019 Meeting-** Schwitkis/Mills

4) **Reports**

a) President's Report- Amber Gillis

Instructional Building 2 is beginning to break ground.

Consultative Council- Dr. Curry shared legislative talking points. Dr. Curry is going to ask for an extension of our FTES protection through 2029. This is partly because we have an outstanding line of credit that we will be paying down until 2029. It would be good for us to have this protection as long as we are paying this line of credit.

b) Vice President's Report

No report

c) Faculty Board Representative Report- Jerome Evans

No report

d) Academic Affairs Report- Dr. Stephanie Atkinson-Alston

I appreciate all of the energy that was put into this semester from faculty. We had a lot of goals. When we get our curriculum to the state, they will be closed so they are giving us a 1 week extension so that we can get everything in.

e) Accreditation Report- Amber Gillis

No report

f) Curriculum Report- Sean Moore

No report

g) Distance Education Report- Jasmine Philips

We are trying to get quotes at this point for the renovation of the Distance Education Lab in VT-212A. The suggestion is to go to San Diego Mesa to see their lab facilities.

h) Faculty Development Report- Judy Crozier

No report

5. Unfinished Business

- a. Second Read and Vote on BP 4245 Academic Rank. Motion to open discussion- Mills/ Schwitkis. A. Gillis- I filled this in with more rationale. I filled in the Ed. Code to support this. We should have an AR to support this. Discussion followed. Motion to close discussion- Schwitkis/Moldoveanu. Motion to approve- Mills/Moldoveanu. Vote taken and the motion carries.
- b. Second Read and Vote on Current Curriculum Approvals November 19, 2019. Motion to open discussion-Roeun/Moldoveanu. A. Gillis- I amended, at the beginning of the meeting, to include the additional information that they covered in their meeting this week. Any questions on this document? Motion to close discussion- Schwitkis/Moldoveanu. Motion to approve-Schwitkis/Mills. Vote taken and the motion carries.
- c. Second Read and Vote on SOAA. Motion to open discussion- Moldoveanu/Pham. A. Gillis- There have been no additional changes that are on the document. I spoke with Cesar Jimenez and there are changes that have come through and he still needs to integrate them. I would like to open the possibility of having an electronic vote over the holiday since this needs to go to the board in March and this requires my signature. Discussion followed. Motion to close discussion- Moldoveanu/Mills. Motion to open discussion about how we will conduct electronic voting until the new bylaws and constitution are written- Schwitkis/Moldoveanu. K. Schwitkis- Votes are done electronically. Discussion is done so that all members can see it. Period for discussion will be designated. Voting period is for a specific period of time and all votes will be seen by everyone. Discussion followed. N. Williams- We will have a two day period for discussion and I will open motions and M. Moldoveanu will second motions. Motion to close discussion- Schwitkis/Mills. Motion to accept the rules as proposed as our electronic voting procedure until the new Constitution and Bylaws are written- Schwitkis/Mills. Vote taken and the motion carries.
- d. Second Read and Vote of Compton College Statement of Civility and Mutual Respect- Mills/Moldoveanu. A. Gillis- I didn't receive any additional feedback. How do you feel about this document? Discussion followed. Motion to close discussion- Roeun/Schwitkis. Motion to approve- Schwitkis/Moldoveanu. Vote taken and the motion carries.
- e. Second Read and Vote on Syllabus Statements. Motion to open discussion- Roeun/Moldoveanu. A. Gillis- These are statements that are highly recommended. M. Moldoveanu sent over some more. Remember that this is a resource for faculty to use, and it is not mandatory but useful. Discussion followed. Motion to close discussion- Moldoveanu/Villalobos. Motion to approve- Schwitkis/Mills. Vote taken and the motion carries.

6. Actionable and Discussion Items

- a. Compton College Course Offerings. Motion to open discussion- Villalobos/Evans. A. Gillis- A faculty member approached me with concern about the number of course available for the spring 2020. The reason why these classes have been cut is that we are trying to increase our fill rate. We have been rolling over schedules semester after semester and some of the class fill rates are low. We are trying to increase fill rates and have revised the schedule to be more efficient. This schedule is designed with students in mind. Discussion followed. L- Sosenko- The idea is that while we have the Hold Harmless protection we want to make changes now. I am looking at the large amount of loan that we have to repay and knowing that we have these years to figure it out to make sure that we are coming out of this Hold Harmless time fiscally stable. Motion to close discussion- Schwitkis/Villalobos.
- b. 1st Read Compton College Human Resources Staffing Plan. Motion to open discussion- Schwitkis/Roeun. L. Sosenko- This plan is the 2024 Human Resources Staffing Plan. This aligns the California Community College Chancellor's Office Vision for Success to our Master Plan. There are some major changes that I want to point out to you. The new mission statement is now in the staffing plan. The Human Resources department completed their program review and this is now included in the staffing plan. We updated the basic data that is included in staffing plans. I want to ask for your feedback, if anyone has any thoughts of concerns? The next steps on this plan is that I will take any feedback here and I can send out a revised copy today. I am sending this to our consultant who will be placing this in a nice format. I will need feedback by Wednesday of next week. A. Gillis- I will close discussion 7nce we

have lost quorum.

7. Information Items

- a. Course Withdrawal Survey- This is to begin to gather data about why students are dropping classes.
- b. 2019-2020 Academic Senate Meeting Dates
- c. 2019-2020 Academic Senate Agenda Request Calendar
- d. Help Wanted: Academic Senate Mace, Committee Memberships for Academic Senate Subcommittees: OER, Educational

8. Announcements

9. Future Agenda Items

- a. Committees and Faculty Participation
- b. Board Policies and Administrative Regulations – Fall 2019 Review Schedule
- c. Curriculum Committee Chair Appointment, 2020-2023 Election, and Curriculum Handbook Revisions

10. Adjournment- 1:59pm

Next Scheduled Meeting: February 20, 2020 at 12:30pm
Boardroom

**CONSTITUTION AND
BYLAWS OF THE
ACADEMIC SENATE OF THE
COMPTON COMMUNITY
COLLEGE DISTRICT**

CONSTITUTION

PREAMBLE

We, the faculty of the COMPTON COMMUNITY COLLEGE DISTRICT, in order to promote formal and effective procedures for participating in the formation of district policies on academic and professional matters; to develop faculty participation in the formulation of district policies; and to require a clearly defined organizational structure for such participation, do hereby establish, subject to the limitations set forth by the COMPTON COMMUNITY COLLEGE DISTRICT Board of Trustees and the Legislature of the State of California, this Constitution, replacing all past constitutions and effective after ratification by two-thirds of the faculty voting in said ratification referendum.

ARTICLE I: NAME

The name of this organization shall be THE ACADEMIC SENATE OF THE COMPTON COMMUNITY COLLEGE DISTRICT (HEREAFTER REFERRED TO AS “ACADEMIC SENATE”).

ARTICLE II: PURPOSE AND MISSION

It is hereby reaffirmed that it is the primary purpose of the Academic Senate to be the principal vehicle for faculty participation in the academic and professional governance of this district. As such, the Academic Senate recognizes itself, in accordance with Title V of Subchapter 2, Sections 53200–53206 *California Code of Regulations*, and with the statewide Academic Senate process. The Academic Senate defines itself as the primary representative of the Compton College faculty, concerned with making recommendations to the Compton Community College District administration and Board of Trustees in all matters related to the improvement and maintenance of academic standards and faculty professional responsibilities that are under the 10+1 purview of the District.

The “10+1” purview includes the following:

- (1) curriculum, including establishing prerequisites and placing courses within disciplines;
- (2) degree and certificate requirements;

- (3) grading policies;
- (4) educational program development;
- (5) standards or policies regarding student preparation and success;
- (6) district and college governance structures, as related to faculty roles;
- (7) faculty roles and involvement in accreditation processes, 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 are mutually agreed upon between the governing board and the academic senate.

The Senate shall not engage in collective bargaining activities nor affiliate with any professional association, organization or group, except associations of other Senates; however, nothing in this Constitution shall be construed to discourage members of the faculty from freely associating with other groups and organizations, and through such association independently expressing their views to the Administration and the Board of Trustees.

ARTICLE III: EXPRESS DUTIES

It is hereby reaffirmed that the principal duties of the Academic Senate are:

- 1) To establish and maintain a consistent communication process, both formal and informal, between itself, as the voice of faculty, and the Compton Community College District Administration and Board of Trustees. Such communication is crucial, for an informed faculty is a participatory faculty.
- 2) To accept the responsibility for equal partnership in the collaborative governance of this District, particularly in matters relating to academic issues and faculty professionalism.
- 3) To make timely, compelling recommendations to the Administration, the Board, and the State, regarding academic growth, development, and improvement of the District.
- 4) To regularly inform Compton Community College District faculty on all matters of its deliberations.
- 5) To act as campus lobbyist, advocate, and articulator of Compton Community College District faculty views and interests, with the administration, the public, and other concerned parties.
- 6) To establish a standard of professional conduct (*Code of Ethics*) for Compton Community College District faculty, to monitor faculty adherence to such a standard, and to hear complaints regarding alleged breaches of said standard.

- 7) To raise faculty integrity, professionalism, and respectability, and to monitor faculty adherence to those standards and defend the faculty against any who seek to weaken those standards.
- 8) To be responsible for staff development of district faculty.
- 9) To adhere to a proactive, progressive, and winning stance in all matters that pertain to the growth and development of the Compton Community College District.

ARTICLE IV: Civility Statement

The operation and conduct of the Academic Senate, its committees and its officers will adhere to the Compton College Statement of Civility and Mutual Respect.

The manner in which we interact with one another is critical to cultivating and maintaining a meaningful and effective intellectual environment.

- Compton College is committed to the highest standards of academic and ethical integrity, acknowledging that respect for self and others is the foundation of educational excellence. As such, we will cultivate an environment of mutual respect and responsibility.
- a. Compton College encourages a climate of respect and inclusiveness that welcomes and embraces community members with diverse backgrounds and life experiences; deliberately seeks multiple perspectives; and supports the free and open exchange of ideas and civil discourse.
- Compton College uses contributions of the community to promote diversity, creativity, accountability, and transparency. Through Collaborative Governance, all constituent groups work together, in good faith, to make decisions related to policies, procedures, and practices for the benefit of the students and community that we serve.

Our community can only continue to thrive when we approach each interaction and conversation with an open mind and when each member can contribute fully. Civility facilitates professional growth and achievement and promotes an environment where each person can reach his or her full potential.

Approved by the Academic Senate on December 5, 2019.

Approved by the Compton Community College District Board of Trustees on December 10, 2019.

BYLAWS

ARTICLE V: COMPOSITION

SECTION 1. ELECTORATE

- a. The full-time Electorate (herein after referred to as the Full-time faculty) shall be limited to those non-management certificated persons who are employed on at least a ten-month contract (Code, 53200(a). The full-time faculty shall elect divisional and non- divisional Senators.
- b. The part-time Electorate (hereinafter referred to as the Adjunct Faculty) shall be limited to those non-management persons who are employed less than sixty-seven percent, or as specified by state law, over the ten-month academic year (Code 53200 (a). The Adjunct Faculty shall elect the Adjunct Senators.
- c. For purposes of eligibility, nomination, and voting in individual elections for the Academic Senate, a faculty member with assignment in two or more divisions shall vote in the division in which he/she performs the major part of work. A faculty member may vote only in this division.

SECTION 2. ORGANIZATION

- a. The senators shall be elected from the faculty in each division. Counseling shall be treated as a division.
- b. The composition of the Senate shall be as follows:
 - Fine Arts, Communications and Humanities- 5 senators (1 of the 5 shall be elected from Library Sciences)
 - Science, Technology, Engineering and Math (STEM)- 5 senators
 - Counseling- 5 senators
 - Social Sciences- 3 senators
 - Business and Industrial Studies- 3 senators
 - Health and Public Services- 3 senators
 - Adjunct faculty- 2 senators
- c. Senators representing divisions, teaching or non-teaching faculty not represented by a Division Chairperson, and the faculty at large shall be tenured members of the faculty or full-time faculty in at least their second contract year.

SECTION 3. EX-OFFICIO SENATE MEMBERS

The term “ex-officio member” shall mean a voting or non-voting member of the Senate who may be invited by the Senate president to serve as a resource person, advisor, and/or communication link with other campus decision-making bodies.

- a. Ex-Officio Senate Members-Voting
 - Curriculum Chair
 - Distance Education Faculty Coordinator
 - Faculty Development Chair
 - Union President

SECTION 4. DUTIES OF THE CURRICULUM CHAIR/REPRESENTATIVE

- a. The Curriculum Chair/ Representative shall:
 - i. Chair the Curriculum Committee.
 - ii. Serve as a support person for Compton College faculty developing courses or proposing new programs and as a liaison between the College faculty and Divisional Curriculum Committees at partnering institutions.
 - iii. Serve as an Ex-officio voting member.
 - iv. Bring matters from the Curriculum Committee that require voting approval from the Academic Senate.
 - v. Keep the Academic Senate and the College faculty aware of all matters related to curriculum as discussed by the Compton College Curriculum Committee.

SECTION 5. DUTIES OF THE DISTANCE EDUCATION FACULTY COORDINATOR

- a. The Distance Education Faculty Coordinator shall:
 - i. Chair the Distance Education Advisory Committee.
 - ii. Maintain records and report to the Academic Senate all actions taken, policies and procedures created by the Distance Education Committee and responses thereto.
 - iii. Serve as an Ex-officio voting member.
 - iv. Bring matters from the Distance Education Advisory Committee that require voting approval from the Academic Senate.
 - v. Perform such other tasks as the Senate may assign.

SECTION 6. DUTIES OF THE FACULTY DEVELOPMENT CHAIR

- a. The Faculty Development Chair shall:
 - i. Chair the Faculty Development Committee.
 - ii. Maintain records and report to the Academic Senate all actions taken by the Faculty Development Committee and responses thereto.
 - iii. Bring matters from the Faculty Development Committee that require voting approval from the Academic Senate.
 - iv. Serve as an Ex-officio voting member.
 - v. In coordination with the Vice President of Academic Affairs and the Professional Development Committee, shall investigate, monitor and propose policies and programs for faculty professional development, and present proposals for use of faculty development funds to the Senate.
 - vi. Perform such other tasks as the Senate may assign.

SECTION 7. DUTIES OF THE UNION PRESIDENT

- a. The Union President shall:

- i. Provide clarification and consultation where there is overlap between the faculty contract and Academic Senate policies.
- ii. Serve as an Ex-officio voting member.
- iii. Perform such other tasks as the Senate may assign.
- iv. Work with the Senate President on committee appointments. The Academic Senate and CCCFE shall have the right to appoint representatives as part of the faculty component of all campus committees as listed in Administrative Regulation 2511 and to any new committees (including hiring committees and evaluation committees), which may additionally be established to which a faculty member may lawfully be appointed.

b. Ex-Officio Senate Members- Non-Voting

- Vice-President of Academic Affairs
- The president of the Associated Student Organization or designee
- Vice President of Student Services or designee.
- One member of the Compton College Board of Trustees, to be designated by the Senate.

ARTICLE V: ELECTION

SECTION 1. DIVISIONAL AND NON-DIVISIONAL REPRESENTATIVES

- a. Each division and non-divisional faculty group shall be responsible for the election of representatives to the Academic Senate.
- b. The Division Chair or a Senate designated representative will announce elections before the March division meeting. Academic Senate Representatives shall be elected during the March Division meeting.
- c. Any faculty member that is in their second contract year is eligible to serve.
- d. Elections shall be held by secret ballot and winners must receive a plurality of the votes. Winners should be forwarded to the Academic Senate Vice-President immediately upon election to be announced at the first meeting in April.
- e. Senators will serve a three-year term.
- f. When a Division's or non-divisional group's Representative has been elected President or President-Elect of the Academic Senate, that Division or group shall be invited to elect a replacement Senator whose term of office shall coincide with the term of the newly elected President or President-Elect. Election to replace the representative shall take place within the Division or non-divisional group.
- g. If at any time the seat of a representative is vacated before a term expires, the Division or non-divisional group shall conduct a special nomination and election process to replace that representative.

SECTION 2. ADJUNCT SENATORS

- a. The Vice President solicits candidates from the adjunct faculty to hold an election to determine who shall serve as Adjunct Senators during the first Senate meeting in April. The election will be held in the first meeting of May.
- b. Adjunct Senators shall be elected for a three-year term and shall assume their responsibilities at the first regular General Meeting in May.
- c. If at any time, the seat of an Adjunct Senator is vacated before that term expires, the Senate shall conduct a special nomination and election process to replace that Senator.

SECTION 3. DUTIES OF A SENATOR

Senators shall:

1. Regularly attend meetings of the Academic Senate and vote on issues to represent the interests of the divisions/areas that elected them;
2. Bring issues from their divisions/areas to the Academic Senate;
3. Solicit input from their division/area faculty on issues before the Senate.

Senators shall adhere to duties set forth in BP 2520 Academic Senate.

ARTICLE VI: OFFICERS

SECTION 1.

The Academic Senate shall choose its President, Vice President, President-Elect, Secretary, Board Representative, and Treasurer from among the members of the Academic Senate. All Senate officers must be tenured members of the full-time faculty when they take office.

SECTION 2.

Nominations: At the second meeting in April, the Vice President shall issue a call for nominations. The Vice President is responsible for processing nominations and for verifying the eligibility of each nominee. Nominees must be members of the Senate. Nominations for office are made from the floor by Senators. At the time of nomination, the nominees must indicate whether they wish to be considered for the position nominated. The order of nomination of offices shall be President, President-Elect when applicable, Vice President, Secretary, Treasurer, and Board Representative.

Presentation of Candidates: At the first meeting in May, the nominees shall be presented to the Senate. A statement of candidacy shall be distributed.

Elections: The Vice President shall be responsible for conducting the election by secret ballot vote in the library the following week with all faculty voting. To be elected, a candidate must receive a vote from a plurality of those faculty voting.

Announcement of Election Results: The Vice President shall report the election results to the Senate president immediately and to the body of the Senate at the next scheduled meeting.

SECTION 3.

Officers shall assume their responsibilities immediately upon announcement of the election results. The Vice President shall conduct subsequent elections.

SECTION 4.

The term of each officer shall be for two years, with the exception of the President-Elect, who will serve for one year as President elect and 2 years as President which is cumulatively 3 years. This shall not preclude an individual holding a given office at another point in time. Officers may be elected to subsequent terms. The President may be elected to a subsequent term with a term limit of 2 terms consecutively. The President may run again following 2 consecutive terms after there is a minimum of a 1 term break.

SECTION 5.

If the president cannot or does not complete the term of office, the Vice President shall serve as president. The Executive Board shall meet to determine if an election needs to be held.

If an officer, other than the president, cannot or does not complete the term of office, the Executive Board may appoint a replacement for the remainder of the term.

SECTION 6. DUTIES OF THE PRESIDENT

- a. The President shall:
 - i. Preside over meetings.
 - ii. Approve expenditures of all funds in consultation with the Executive Committee.
 - iii. Upon invitation, attend meetings of the CEO's Cabinet and/or other appropriate District meetings.
 - iv. Recommend the agenda for all Academic Senate Board meetings in consultation with the Executive Board.
 - v. Co-chair Consultative Council.
 - vi. Prepare the agenda for Executive Committee meetings.
 - vii. Recommend for the Academic Senate's approval a candidate for the position of Parliamentarian. The Parliamentarian shall have thorough knowledge of the Academic Senate Bylaws and Constitution as well as the most current edition of Robert's Rules of Order and the Ralph M. Brown Act.
 - viii. Perform all functions that are normally thought to be within the realm of the presiding officer which are not denied by the Bylaws, Senate Rules, or

Procedures

- ix. Chair the Executive Board; represent the Senate to the administration, the Board of Trustees, and the Academic Senate for the California Community Colleges (ASCCC); ensure full representation of faculty on Senate, Executive Committee, and campus committees.
 - x. By the close of the president's term, the president shall prepare a summary report for the incoming president that includes accomplishments and pending business.
 - xi. Work with the Union President on committee appointments. The Academic Senate and CCCFE shall have the right to appoint representatives as part of the faculty component of all campus committees as listed in Administrative Regulation 2511 and to any new committees (including hiring committees and evaluation committees), which may additionally be established to which a faculty member may lawfully be appointed.
- b. Except in matters that call for a secret ballot in tie votes, unless otherwise expressly set forth in this document, the President shall not vote on regular issues before the Academic Senate, but shall act as a facilitator and mediator on such issues.

SECTION 8. DUTIES OF THE VICE PRESIDENT

- a. The Vice President shall:
- i. Preside over meetings in the absence of the President.
 - ii. Assist the Senate President in carrying out the business of the Academic Senate.
 - iii. Attend college and district meetings in the absence of the Senate President.
 - iv. Conduct all elections.
 - v. Chair ad hoc Professional Relations Committee.
 - vi. Chair Educational Policies Committee. In coordination with the Vice President of Academic Affairs and the division deans, shall investigate, monitor and propose matters concerning educational policies, such as degree and certificate requirements, grading policies and standards, policies regarding student preparation and success, and minimum qualifications.
 - vii. Perform such functions as the President assigns to assist in carrying out the purposes and policies of the Academic Senate.

SECTION 9. DUTIES OF THE PRESIDENT-ELECT

- a. The President-Elect shall:
- i. Become familiar with the duties of the Senate president; learn pertinent parliamentary procedure; become familiar with the Compton Community College governance structures; and learn the functions of the ASCCC. The President-Elect is encouraged to attend ASCCC Area C meetings and the plenary sessions.
- b. The President-Elect may also hold another office in the Senate until beginning his/her term of office as President.

- c. The President-Elect shall be a voting officer of the Executive Board if not holding another office.

SECTION 10. DUTIES OF THE SECRETARY

- a. The Secretary shall:
 - i. Prepare and distribute minutes of all Academic Senate meetings.
 - ii. Maintain an electronic file of all records (minutes, reports, etc.) and official documents of the Academic Senate except those placed in the keeping of others, such as records stored in the College archives.
 - iii. The Secretary shall be responsible for all official Senate correspondence.
 - iv. Prepare and distribute the agenda for all Academic Senate meetings in consultation with the Executive Board.
 - v. The Secretary shall maintain the Senate's web page and other internet links as designated by the body.
 - vi. Be an ex-officio member of Curriculum Committee.
 - vii. Perform such functions as the President assigns to assist in carrying out the purposes and policies of the Academic Senate.

SECTION 11. DUTIES OF THE TREASURER

- a. The Treasurer shall:
 - i. Keep the financial records up to date and in good order.
 - ii. Give oral and/or written financial reports of the status of the Academic Senate's finances as required or requested by the Academic Senate.
 - iii. With the approval of the President, make all properly authorized payments which are not inconsistent with the Bylaws, the Senate Rules or the Procedures, and which do not threaten the solvency of the Academic Senate.
 - iv. Perform such functions as the President assigns to assist in carrying out the purposes and policies of the Academic Senate.

SECTION 13. DUTIES OF THE PAST-PRESIDENT

- a. The Past-President of the Senate shall:
 - i. Serve for one year as advisor to the Executive Board.
 - ii. Be considered an officer of the Senate.
 - iii. Advise the President of the Senate and serve as a voting member of the Executive Board of the Senate.
 - iv. Serve the Academic Senate in any capacity that the Executive Board determines is appropriate.

SECTION 14. DUTIES OF THE FACULTY REPRESENTATIVE TO THE BOARD OF TRUSTEES

- a. The Faculty Representative to the Board of Trustees shall:
 - i. Present the faculty viewpoint to inform and make recommendations to the Board of Trustees on relevant issues and concerns.
 - ii. Attend all Board meetings and Academic Senate meetings and report to the Senate on activities and accomplishments.
 - iii. Communicate with any and all committees or groups on campus, as he/she deems relevant.
 - iv. Develop relationships with Board of Trustee members to assist in accomplishing Academic Senate goals.

SECTION 15. DUTIES OF THE ADJUNCT REPRESENTATIVE

- a. The Adjunct Representative shall:
 - i. Serve as the voice of the adjunct faculty of the college in matters specifically related to adjuncts.
 - ii. Help foster respect and inclusion among all faculty.

SECTION 16. MEMBERSHIP OF THE EXECUTIVE BOARD

- i. All officers and one of the Adjunct Senators shall constitute the Executive Board.
- ii. The Senate receives 120% release time and the Executive Board will determine how it shall be designated.

SECTION 17. RECALL OF OFFICERS

Upon presentation to the President of the Academic Senate of a petition signed by at least ten percent of full-time faculty requesting that an officer be recalled, the Academic Senate’s Vice President will verify that the signatures are signed by at least ten percent of full-time faculty, and will conduct the voting process, if needed. Just cause for recall of officers constitutes not fulfilling duties as set forth in Article VI.

The Academic Senate shall distribute such a proposal to all full-time faculty within one week following its next scheduled meeting. The Academic Senate shall direct the President to distribute any comments as submitted related to the recall of a Senate officer and to submit the proposal for recall for vote by secret ballot of full-time faculty within four weeks after the distribution of the proposal to the full-time faculty. If the recall is approved by a majority of the full-time faculty who voted, such officer shall be removed from office and the Academic Senate shall determine the process for filling the vacancy. In the case of the recall of the President, the petition shall be presented to the Vice President, who shall perform the duties of the President listed above in this Article VI Section 6.

ARTICLE VII: MEETINGS

- a. Regular meetings of the Academic Senate shall be held at least twice a month during

the normal operating semesters of the academic year, on the first and third Thursdays following the first and third Tuesdays. Meeting dates can be adjusted to account for holidays and events. The Executive Board shall establish a calendar of meeting dates and shall distribute them to all Senators.

- b. A quorum shall consist of a simple majority of Academic Senate members. When a quorum is lost, no action shall be taken; however, discussion may continue.
- c. Special meetings of the Academic Senate shall be held as deemed necessary by a majority of the Academic Senate members or by the Executive Board of the Academic Senate.
- d. All meetings of the Academic Senate shall be open to any member of the faculty and, upon request to the Executive Board of the Academic Senate, to any other interested parties as well.
- e. The agenda of the Academic Senate shall be established by the Executive Board.
- f. Actions of the Academic Senate shall be in the form of motions or resolutions approved by a majority of a quorum of the membership present.
- g. No proxy voting will be allowed.
- h. The president may place the Senate into executive session as prescribed in Robert's Rules of Order (latest rev. ed.).
- i. Absence from three Senate meetings without excuse, said absence recorded by the Secretary, shall be construed as resignation. If someone is not able to serve for one semester, a substitute must be elected following the division election process.
- j. A quorum of the Senators may adjourn any Senate meeting to meet again at a stated day and hour. Notice of the time and place of holding an adjourned meeting shall be given to absent Senators, either in writing or electronically. In the absence of a quorum, a majority of the Senators present at any Senate meeting, either regular or special, may adjourn until the time fixed for the next regular meeting of the Senate.
- k. The President, Vice President, President-Elect or, in their absence, any officer shall preside at meetings of the Senate. The Secretary of the Senate or, if absent, any person appointed by the presiding officer, shall act as Secretary of the Senate meeting. Except as otherwise provided, Robert's Rules of Order (Latest rev. ed.) shall govern the conduct of all meetings.
- l. The agenda for all meetings shall be prepared by the Executive Board, distributed to all faculty members, and posted for the public at least three school days prior to regular meetings of the Senate. A motion to approve the agenda shall be called for as the first order of business, at which time any motions to amend the agenda or order of items shall be considered.

- m. Members of the faculty may refer inquiries and recommendations to the Senate through any Senator or through any officer of the Senate, and any such referrals shall come before the Senate, be acted upon, and shall result in a report by the Senate to the referring member.
- n. Any recommendation referred to the faculty which shall be approved by a majority of those voting shall become official policy of the Senate and shall be forwarded to the Administration and/or Board of Trustees as the recommendation of the Senate.
- o. The Executive Board of the Academic Senate shall meet at least twice a month during normal operating semesters. The Executive Board shall establish a calendar of meeting dates to be distributed to all Executive Board members.
- p. The Academic Senate President and Faculty Representative to the Board of Trustees are expected to attend all Board meetings throughout the academic year not including meetings held during the summer months.

ARTICLE VIII: COMMITTEES

SECTION 1.

The Senate shall have the power to create such standing or temporary committees as it deems necessary. Such committees shall be known as "Senate Sub-Committees." Faculty Senate Committee members shall be appointed by the Senate President. The membership of any Faculty Senate Committee may be changed by majority vote of the Senate.

SECTION 2.

As indicated in Article II, Senate-designated representation is called for on all relevant District committees charged with either making policy or policy recommendations. This includes, but is not limited to, the following regular, standing District committees. AR 2511 Council and Committee Structure states Certificated Faculty shall be appointed by the Academic Senate and CCCFE Certificated Employees.

1. Consultative Council
2. Accreditation Steering Committee
3. Institutional Effectiveness
4. Equal Employment Opportunity/Staff Diversity
5. Budget and Planning
6. Facilities
7. Technology
8. Enrollment Management
9. Student Success
10. Student Equity
11. Professional Development
12. Health and Safety

13. Auxiliary Services

The Academic Senate shall also have primary responsibility for the operation of the following District committees, in accordance with the Education Code and in consultation with the collective bargaining unit and administration, as set forth in contract and policy. AR 2511 Council and Committee Structure states Certificated Faculty shall be appointed by the Academic Senate and CCCFE Certificated Employees.

1. Faculty Hiring Committees
2. Faculty Equivalence
3. Hiring Prioritization
4. Administrative Hiring/Retreat
5. Administrative Evaluation
6. Sabbatical Leave

SECTION 3. Committee Organization

- A. Any committee policy or procedure not covered by the Senate Constitution or by these bylaws shall be covered by Robert's Rules of Order, newly revised.
- B. Chairpersons of Academic Senate Subcommittees shall:
 - i. Regularly hold committee meetings.
 - ii. Regularly report to the Executive Board.
 - iii. Any change in faculty status or resignation from the committee must be made immediately known to the committee chair, who will inform the Academic Senate President so that a replacement can be sought.
- A. Committee Meetings:
 - i. All standing committees shall meet on a regular basis, according to the published schedule.
 - ii. Meeting locations shall be arranged by the committee chairs.
- B. Quorum and Voting:
 - i. The quorum for each standing committee shall consist of a majority of the committee membership, not including vacant positions.
 - ii. A simple majority of those voting shall carry a motion.
 - iii. The chairperson shall have the right to vote on all matters.
- C. Each committee chairperson shall be responsible for adequate record keeping procedures. All official committee actions and resolutions shall be recorded and sent to the Senate office for filing and/or distribution. All official committee communications shall be routed through the Senate office.
- D. Standing committees of the Senate are subject to the Brown Act.

SECTION 4. Professional Relations (ad hoc)

This is a standing Committee of the Academic Senate. It is convened when necessary to perform its tasks. Its sole purpose is to receive, in writing, matters related to problems between faculty members. It is the committee's responsibility to investigate, mediate, and render a decision regarding such a matter. The composition of the committee is as follows:

The Senate Vice President chairs the committee.
The Senate Past President acts as Ombudsman.
The Senate Secretary types or otherwise records the meeting.

The committee presents its findings to the Executive Board of the Senate who ratifies or requests a change of the decision. Upon recommendation, the decision may be presented to the next meeting of the full Senate. This full Senate meeting will be conducted in closed session. Upon the findings and recommendations of the PRC, the full Senate shall vote to acquit or censure the individual against whom the complaint was brought. In case of censure, the report of the Senate's action and formal notification of censure shall be recorded and distributed to the campus body.

Time Limits:

Within five (5) school days after a charge involving a faculty member is presented to the Professional Relations Committee, the Committee shall meet to hear the charge.

Twenty (20) school days, following the original meeting, shall be allowed for the recommendation of the Committee to be reported to the CEO.

Time limits may be extended if circumstances require and/or both parties agree to an extension. However, every effort shall be made by the Committee to make its recommendation within the suggested time limits, and before the end of the school year.

SECTION 6. RESIGNATION

A Senator and or officer may resign by giving a written notice of resignation to the Academic Senate Executive Board. The Division is responsible for electing a senator to fill the vacancy. The Executive Board, where necessary, shall appoint an officer.

ARTICLE IX: SENATOR EMERITUS

SECTION 1.

- a. Senator Emeritus of the Academic Senate may be granted upon retirement by the Executive Board of the Academic Senate to persons who made outstanding contributions which have supported the aims and functions of the Academic Senate.
- b. The Senator Emeritus is a non-voting member of the Academic Senate.

ARTICLE X: AMENDMENT TO CONSTITUTION

SECTION 1. ADMENDMENT PROCESS

- a. Amendments to this Constitution may be adopted in one of two ways:
 - (1) By recommendation of 2/3 vote of the Senate membership and ratification by 2/3 of those faculty members voting.
 - (2) By recommendation of 10% or more of the full-time faculty and approval of 2/3

of those faculty members voting.

- b. The amendment procedure may be used to substitute a constitution or a new set of regulations for the organization. Such a new constitution or regulations shall become effective immediately upon ratification by the faculty.
- c. The Vice President of the Senate shall conduct all voting concerning amendments.
- d. All voting shall be by secret ballot and a notice of all ratified changes shall be sent to the Board of Trustees.
- e. Editorial Changes. Non-substantive, editorial changes in the Constitution may be made by a majority vote of the Senate.

ARTICLE XI: OPERATING PROCEDURES

SECTION 1.

In order to implement its purposes, the Senate may request information from or meet with (a) the Board of Trustees or any of its members, (b) administrative officers, or (c) any Compton Community College District office or its representatives.

SECTION 2.

After consultation with the Administration, the Senate may present its written views and recommendations to the Board of Trustees (Title V of Subchapter 2, Sections 53200–53206 *California Code of Regulations*)

SECTION 3.

Notwithstanding anything in this document to the contrary, if the Senate, by a two-thirds vote of its membership, finds that there are compelling reasons not to hold an election for Senate members in April of a given academic year, or not to hold an election for Senate officers in May of a given academic year, the Senate may postpone the election or elections until the fall semester. In any action taken to postpone an election pursuant to this section, the Senate shall also set a new date for the election which shall be no sooner than two and no later than four weeks after the beginning of the fall semester.

Revision 4/11 and 03/20.



Formal Recommendation to DEAC

Name of Requester: Syria Purdom/ Denise Blood

Role of Requester: SSC Coordinator/ Instructional Division Coordinator

Guided Pathway Division of Requester: Fine Arts, Communications, Humanities

Requester Email: spurdom@compton.edu/ dblood@compton.edu

Date submitted to DEAC: 10/2/2019

Request: Integrate EdReady into Canvas

Rationale: The L-SSC is implementing a new online support tool. The goal is to make this new support tool available and easily accessible to all students, including DE students.

Cost and Benefit: Cost = 0 Benefit = students taking DE courses will have access to another layer of support. Instructors will be able to tailor specific learning modules to their class and/or individual students. For those students who are not on campus this can become an invaluable tool in helping to reinforce curriculum material and aid in their successful completion of the course.

Accessibility Check:

- VPAT: [Accessibility Student Report](#)
- VPAT: [Accessibility Teacher Report](#)

Resources:

- [1 EdReady and Accessibility](#)
- [2 EdReady for English Learners](#)
- [3 EdReady for Math Learners](#)
- [4 NROC Overview](#)

For Distance Education Advisory Committee Use Only

Request approved and forwarded: Approved to move to Senate for Spring 2020-JP

Request denied and returned:

Revisions requested and returned:



Distance Education

Document Title: **Standardized Distance Education Ticket Notes**

Approved by: DEAC on 11/13/18 and Curriculum on 12/4/18 and Senate on

Draft: X

Final:

Standardized Distance Education Ticket Notes

This class is a Distance Education online course and requires no face-to-face meetings. Registered students must login to MyCompton and click on the Canvas tile to access courses. Students are required to have basic computer skills and have access to the internet. Please visit the Distance Education website at <http://www.compton.edu/academics/distance-ed/> for specific course information and the Student Handbook for Distance Education Courses.

(Students must log in within 48 hours of the start of the online course in Canvas and complete the first assignment or the student may be dropped by the professor.)

Compton College 1-99% Hybrid Course Ticket Notes

This class is a Distance Education Hybrid course that includes both online instruction and weekly on-campus meetings. You must attend the first class meeting on XXXXday, Month Date, Year, from TIMEXX to TIMEXX., in RM ### or you will be dropped from the course. Please visit the Distance Education website at <http://www.compton.edu/academics/distance-ed/> for specific course information and the Student Handbook for Distance Education Courses.

Note: Additional scheduling notes that will be used.

DEAC Recommendation:

It is recommended by DEAC that the schedule of classes be altered to reflect the designation of "hybrid" for hybrid courses. Presently, the schedule refers to hybrid course as "online."



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

BP 4010 Academic Calendar

**Issued: July 18, 2017
Revised: March 17, 2020**

Reference:

Education Code Section 70902(b)(12)

The ~~Chief Executive Officer~~ *President/Chief Executive Officer (CEO)* shall establish a Calendar Committee that includes representation from appropriate constituent groups. Also, the ~~Chief Executive Officer~~ *President/CEO*, in consultation with the Calendar Committee, will develop and submit for approval to the Board an academic calendar with at least 175 days of instruction and/or evaluation in order to qualify for full apportionment from the State School Fund.



COMPTON COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES POLICIES

BP 3250 Institutional Planning

Issued: December 15, 2009
Revised: October 18, 2016
Revised: March 17, 2020

Reference:

Board Policy 1200;
Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5
Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190,
55250, 55510, 56270 et seq.

The *President/Chief Executive Officer (CEO)* shall ensure that the District has and implements a broad-based comprehensive, systematic and integrated system of planning that involves appropriate segments of the campus community and is supported by institutional effectiveness research. The planning and budgeting systems shall be linked, and planning priorities shall be established annually.

The planning system shall include regularly-updated plans required by law, or the California Community Colleges Chancellor's Office including, but not limited to:

- A Strategic Plan containing the District mission, vision, values, and strategic initiatives (Board Policy 1200);
- An integrated and strategic Master Plan which includes long range plans for academic and services area; technology; facilities; staffing; and associated implementation plans;
- Student Equity and Achievement Plan;
- *Guided Pathways Scale of Adoption Self-Assessment (SOAA)*;
- ~~Basic Skills Action Plan;~~
- ~~Student Success & Support Program;~~
- Transfer Center Plan;
- Strong Workforce Program Plan; and,
- Extended Opportunity Program and Services (EOPS) Plan;

The institutional planning process shall be integrated into the annual budget preparation process as is specified in Board Policy 6200 - Budget Preparation. *All departments that receive a budget allocation will participate in an annual planning process that outlines the alignment of budget recommendations to the Mission or Strategic Initiatives of the College.* The *President/CEO* shall submit to the *Board of Trustees (Board)* those plans for which Title 5 requires Board approval; and inform the Board about the status of major plans and reports. The Board shall have an opportunity to assist in developing the general institutional mission and goals, *and it will develop its own annual goals.*

Applicable Administrative Regulation:
AR 3250 Institutional Planning



COMPTON COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES POLICIES

BP 3280 Grants

Issued: December 15, 2009
Revised: March 17, 2020

Reference:

Education Code Section 70902

The budgeting of all grants for special funds shall be approved by the Board *of Trustees*. Specific board approval is required before any grant application can be ~~submitted~~ *accepted* if the purpose of the grant has not been previously approved by the Board of Trustees.

The *President/Chief Executive Officer* ~~CEO~~ shall establish ~~a~~ *Administrative* ~~Regulations~~ *3280* to assure timely application and processing of grant applications and funds, and that the grants ~~that~~ *are* applied for directly support the purposes of the District.

Applicable Administrative Regulation:

AR 32840 Grant Applications



COMPTON COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES POLICIES

BP 3500 Campus Safety

Issued: October 20, 2009
Revised: December 12, 2017
Revised: March 17, 2020

Reference:

Education Code Section 67380(a)(4)

The Board *of Trustees* is committed to a safe and secure District work and learning environment. To that end, the *President/Chief Executive Officer (CEO)* shall establish an ~~campus safety~~ *emergency operations* plan and ensure that a summary is ~~conspicuously~~ *publicly* posted and that the detailed plan is otherwise made available to students and staff. The ~~campus safety~~ plan shall include availability and location of police personnel, methods for summoning assistance of police personnel, any special safeguards that have been established, any actions taken in the preceding 24 months to increase safety, and any changes in safety precautions to be made during the next 24 months. The plan shall be updated at least biennially.



COMPTON COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES POLICIES

BP 3505 Emergency Response Plan

Issued: October 20, 2009
Revised: December 12, 2017
Revised: March 17, 2020

References:

Education Code Sections 32280 et seq. and 71095
Government Code Sections 3100 and 8607(a)
Homeland Security Act of 2002
National Fire Protection Association 1600
Homeland Security Presidential Directive-5
Executive Order S-2-05
19 California Code of Regulations (CCR) Sections 2400-2450

The *President/Chief Executive Officer (CEO)* ~~Chief Executive Officer~~ shall establish procedures that ensure that the District implements an *emergency operations* plan to be activated in the event of an emergency or the occurrence of a natural disaster or hazardous condition. This plan must comply with the National Incident Management System (NIMS), the Standardized Emergency Management System (SEMS) and should incorporate the functions and principles of the Incident Command System (ICS), the Master Mutual Aid Agreement (MMAA) and any other relevant programs. The plan must incorporate NIMS and SEMS to facilitate the coordination between and among agencies in the event of an emergency or natural disaster.

Compliance with NIMS and SEMS mandates include but are not limited to:

- Establishing disaster preparedness procedures or a plan; and
- Completion of training sessions by college personnel in compliance with NIMS and SEMS guidelines.

College personnel must be informed that as public employees, they are also disaster service workers during national, state, and local emergencies. The District must ensure that its employees are in compliance with the disaster service worker oath requirements.

The *President/CEO* should ensure that a team is created to carry out compliance with NIMS and SEMS mandates. The responses to emergencies or natural disasters are organized by SEMS into five categories: field response, local government, operational areas, regions, and state.

The plan should contain information regarding activation and chain of command responsibilities. Compliance with NIMS mandates requires planning and incorporation for all phases of emergency management including mitigation and prevention, preparedness, response and recovery. The District must ensure that its plan is updated regularly. Colleges must comply with NIMS and SEMS to receive federal or state funding.



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

BP 3530 Weapons on Campus

Issued: July 18, 2017
Revised: March 17, 2020

Reference:

Penal Code Section 626.9, 626.10 and 830 et seq.

Firearms or other weapons shall be prohibited ~~in any facility~~ at Compton Community College District, except for activities conducted under the direction of District officials, or as authorized by an official law enforcement agency.

Applicable Administrative Regulation:

AR 3530 Weapons on Campus



COMPTON COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE REGULATIONS

AR 3530 Weapons on Campus

Issued: July 18, 2017

Revised: March 17, 2020

Reference:

Penal Code, Sections 626.9, 626.10, and 830 et seq.

Firearms, knives, explosives, or other dangerous objects, including but not limited to any facsimile firearm, knife, or explosive, are prohibited on all District grounds. The prohibition of firearms at Compton Community College District includes both loaded and unloaded firearms, and applies to persons holding a valid license to carry a concealed firearm, except as authorized by law.

Activities involving firearms or other weapons conducted under the direction of District officials, or as authorized by an official law enforcement agency shall be reported to the ~~El Camino~~ Compton College Chief of Campus Police or the ~~El Camino College Police Lieutenant~~ before taking place.

Any person who believes that he or she may properly possess a firearm or other weapon on District grounds must promptly notify the ~~El Camino~~ Compton College Chief of Campus Police or ~~El Camino College Police Lieutenant~~. Duly appointed peace officers, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2, who are authorized by law and their respective Department Policies to carry concealed firearms, are exempt from the requirements of this paragraph.

Bringing or possessing any dirk, dagger, ice pick, or knife having a fixed blade longer than 2 1/2 inches upon the grounds of the District is strictly prohibited, unless the person is authorized to possess such a weapon in the course of his or her District employment, has been permitted by an authorized District employee to have such, or is a duly appointed peace officer who is engaged in the performance of his or her duties. *Any student or employee who has been authorized by Compton College to have a knife, including kitchen knives, must exercise caution in using and storing the knife.*