



ACADEMIC SENATE

AGENDA

Thursday, March 1st, 2018 1:00 p.m. Board Room

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

February 22, 2018 Minutes

IV. REPORTS

Senate:

President

Vice President

Board Representative and External Liaison

Paul M. Flor

Chris Halligan

Jerome Evans

V. ACTION ITEMS-UNFINISHED BUSINESS

1. Second reading Curriculum committee bylaws and calendar
2. Second reading of Board Policies and Admin. Regulations.

VI. NEW BUSINESS

1. Campus Climate Survey
2. Data Collection Sheet & Excel Tool for recommendation
3. Board Policy 4040 - Library and Learning Support Services
 - BP 4045 - Textbooks and Instructional Materials
 - BP 4055 - Academic Accommodations for Students with Disabilities
 - BP 4070 - Course Auditing and Auditing Fees

Joshua Meadors

Joshua Meadors

VII. INFORMATION-DISCUSSION ITEMS

1. Spring Enrollment update
2. Distance Education & U.S. Dept. of Education Requirements
3. Strong workforce

VIII. Events/Meetings

- 1.

IX. FUTURE AGENDA ITEMS

1. Future costs facing Compton CCD

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.

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

FALL 2017

September 7	Board Room
September 24	Board Room
October 5	Board Room
October 19	Board Room
November 2	Board Room
November 16	Board Room
December 7	Board Room

SPRING 2018

February 22	Board Room
March 1	Board Room
March 15	Board Room
April 5	Board Room
April 19	Board Room
May 3	Board Room
May 17	Board Room

ECC ACADEMIC SENATE MEETING DATES AND LOCATIONS (1st & 3rd Tuesdays)

FALL 2017

September 5	Dist. Ed. room 166
September 19	Dist. Ed. room 166
October 3	Dist. Ed. room 166
October 17	Dist. Ed. room 166
November 7	Dist. Ed. room 166
November 24	Dist. Ed. room 166
December 5	Dist. Ed. room 166

SPRING 2018

February 20	Dist. Ed. room 166
March 6	Dist. Ed. room 166
March 20	Dist. Ed. room 166
April 3	Dist. Ed. room 166
April 17	Dist. Ed. room 166
May 1	Dist. Ed. room 166
May 15	Dist. Ed. room 166

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, February 22, 2018 1:00 p.m. Board Room

<u>Senators</u>	<u>ATTENDANCE</u> <u>Visitors</u>
Harvey Estrada	Minodora Moldoveanu
Jerome Evans	Aurora Cortez-Perez
Amber Gillis	Axa Maradiaga
Christopher Halligan	Eyob Wallano
Mahbub Khan	David McPatchell
Brent Kooiman	Steven Gonzales
Hoa Pham	Roza Ekimyan
Kendhal Radcliff	Judy Crozier
Pamela Richardson	Vanessa Madrid
Kent Schwitkis	Amesha Sirajuddin
Rajinder Sidhu	
Shirley Thomas	
Andree Valdry	
Nikki Williams	
Paul Flor	

- XI. CALL TO ORDER** – Paul Flor 1:06 p.m.
- XII. APPROVAL OF AGENDA** – Schwitkis/Evans- Approved
- XIII. APPROVAL OF MINUTES** – Pham/Valdry- Approved

XIV. REPORTS

President's Report- Paul Flor reporting.

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Vice President- Christopher Halligan

- ECC College Council- They will be catching up with their board policies and because of it, they will be holding a series of Friday meetings. We are still going to the meetings at ECC because this is part of the transition process.
- FACCC- Many full time faculty have retired. We have lost 17 full-time faculty. We need to recruit new FACCC members. There are flyers at the back of the room. Halligan urged us to be part of FACCC and support the organization. March 3-5, 2018 is the FACCC Conference. This is a great opportunity to get to know what is going on at the state level. Guided Pathways is a big issue with FACCC and is being debated in many areas at the state level.
- Halligan went to Washington DC over the winter holiday to fight for issues such as DACA. He stated that it was a great experience.

Board Representative – Jerome Evans reporting.

- We are celebrating Black History Month. Evans handed out flyers with information on all the celebration events for the month. Book fair donations are now being collected.
- Author Robert Lee Johnson will be speaking on February 28, 2018 in the Little Theater from 11:30-12:30. This is part of the Black History Month events. Flyers were distributed and classes are encouraged to attend.

Accreditation: Amber Gillis reporting.

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XV. ACTION ITEMS-UNFINISHED BUSINESS

XVI. NEW BUSINESS

- Roza Ekimyan discussed the Curriculum Committee. We just had the first meeting of the semester on Tuesday, February 20, 2018. The by-laws were passed. One of the important aspects that was passed was that the administrators that are part of the committee do not have voting rights. The calendar was also passed. Crozier asked where these documents will be housed and if we would have a website. Ekimyan stated that we eventually will have one but not at this moment. Pham asked about the attendance requirements and why these are different from the other standing committees. Flor stated that the Curriculum Committee voted on having different attendance requirements.
- Board Policies:
 - 4235 Credit By Examination- Flor stated that the wording is standard language in the BP. Please take a look at the wording and if there are any questions, this is a good chance to ask them. Madrid stated that she would like to add portfolio review into the language. Halligan stated that we need to include wording of which classes can be skipped. Flor stated that if there are other recommendations please bring them forward at the next meeting.
 - 4240 Academic Renewal- There is a process for students who may have messed up on classes in the past to be able to potentially clean up their record/transcript. Halligan stated that the wording of who is the “appropriate group” should be clarified. This is first reading so if you have not looked at it in detail, please do so by next week as we will be voting on it at the next meeting.
- Compton College Mace- Flor stated that we get to use our own mace in the graduation processional. The design is up to us. Gillis stated that we have the option to customize but there is a lot of upkeep for something that has too much detail. We have to decide what goes on the mace. This needs to get to them relatively quickly so that they can make the mold of it. Schwitkis asked what the old one looks like. The general consensus is that we have never had one. Conversation followed about different ideas.

XVII. Information- Discussion Items

- Bailey Smith spoke- The Faculty/Student Social Hour is on March 7 from 1-3pm in front of the student lounge. Please sign up to participate- this is a fun event for both the students and faculty.
- Bailey Smith- Today is the first workshop in a series of workshops. Today’s workshop is about the Tartar Support Network and is in the Student Life Conference Room at 3pm.
- Bailey Smith- April 5th is the Student Leadership Conference. The conference is all day from 9-2pm. There is also a faculty workshop that day. It is a big day and big event. More information for recruitment of students will be coming in the upcoming weeks.
- Judy Crozier- The Book Club Flyer was distributed. It is up in flex-reporter and available for sign up. There are still spaces to sign up- they are accepting at least 30 people and you will get a copy of the book for free.

- SLO Update- Hoa Pham stated that there is a wide disparity in the completion of 4-year timelines. Some programs have marked SLOs to be assessed every 2, 3, or 9 years. Pham will be going to each of the programs to discuss helping us change our timelines for more consistency. She stated that we should be coming up with some general guidelines and would like to ask for Senate's help to come up with these guidelines. Gillis spoke about the ACCJC stating that colleges will determine the timeline that is appropriate for their college. Further discussion followed on what would be an appropriate timeline for our programs. Flor stated what becomes more logical is that when faculty are being asked to assess so much we are not getting the chance to implement what it is that we are supposed to be trying to implement.
- Program Review- Flor stated that academically we are fine. There is only one CTE program review that is not turned in which we will be tackling soon.
- Spring Enrollment Updates- Flor stated that an update was given at Consultative Council. We are a bit shy of the goal. The total numbers do not reflect the classes that meet off campus. It is important to reach our 6060 enrollment goal because this is the funding that we will be given for the next 5 years. Consultative Council approved opening 8-week courses to help bring our numbers up and meet our enrollment goals.
- The Senate Packet includes statewide events occurring in spring.
- Flor, Gillis, and Keith Curry will be at the Accreditation Institute to speak during The General Session and one Breakout Session on the Compton College Story.
- Health Benefits, Student Success, and Health, Safety and Parking Committees all have vacancies that need to be filled.
- Flor stated that Consultative Council is looking at low enrollment and they are looking at some programs again. He stated that he does not want to be the only one advocating for these low enrolled programs this time around and faculty need to get involved.
- The board has approved Ellucian which will be our Enterprise system.

XVIII. Events/Meetings

XIX. Future Agenda Items

- Future costs facing Compton CCD

Adjournment – Approved – 2:16 p.m.

Proposed 2017-2018 Goals

The Academic Senate's annual goals reflect a commitment to "an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making" (Strategic Initiative C).

1. Ensure full faculty involvement in decision-making related to academic and professional matters (BP 2520)

Measures:

- Arrange faculty representation on campus committees and periodic updates,
- Recruit faculty co-chairs for Institutional Standing Committees
- Ensure divisions have required number of senators
- Review and begin revising Academic Senate By-laws to reflect curriculum reforms
- Adopt a Distance Education Handbook for Compton College

2. Strengthen faculty involvement in the activities of the Academic Senate

Measures:

- Provide an orientation at the start of the academic year
- Provide regular, ongoing communication with all faculty, encouraging greater involvement in the Senate and committees
- Encourage greater participation of senators in meetings and other activities of Senate
- Establish initiatives to recognize faculty achievements

3. Support the college's institutional effectiveness goal that more students from our diverse communities will attain educational success and achieve their academic goals.

Measures:

- Support Enrollment Management initiatives through ongoing communication and faculty involvement
- Foster awareness of and encourage faculty involvement in the local implementation of statewide initiatives for student success, equity, enrollment, retention and completion

For Second Reading

Board Policy 4235

Credit by Examination

The Compton Community College District shall adopt and publish regulations allowing students to receive credit by examination for a specific course by demonstrating mastery of the course content, objectives, and outcomes.

Credit may be earned by students who satisfactorily pass authorized examinations approved or conducted by proper authorities of the college, in accordance with Title 5 section 55050.

Administrative procedures for granting credit by examination will be developed in collegial consultation with the Academic Senate, as stated in Board Policy 2510.

Reference:

Title 5, Section 55050

Credit by Examination may be obtained by one of the following methods:

Achievement of a score of 3 (three) or higher on an Advanced Placement (AP) Examination administered by the College Entrance Examination Board. A table of the courses or units the college grants for performance in AP credit is available in the college catalog.

Achievement of a score that qualifies for credit by examination in the College Level Examination Program (CLEP). A table of the courses or units the college grants for performance in CLEP credit will be available in the college catalog.

Achievement of a score that qualifies for credit by examination in the International Baccalaureate (IB) Examination. A table of the courses or units the college grants for performance in the IB examination is available in the college catalog.

Credit by satisfactory completion of an examination [or other assessment, e.g. portfolio](#), administered by the college in lieu of completion of an approved course listed for Credit by Examination in the college catalog.

Successful completion of an examination administered by other agencies approved by the college.

Credit by Examination Petition

To request a challenge, a student must file a “Credit by Examination” Petition within the first four weeks of the semester or the first week of an intersession. Regulations are stated on the “Credit by Examination” Petition. Note: Not all courses are available for the challenge process.

A nonrefundable challenge is required when the petition is submitted. For California residents, this charge is equivalent to the enrollment fee. Nonresident and international students must also pay the appropriate nonresident/international student tuition.

Determination for Credit Examination Administered by the College:

The student must currently be registered in the college and be in good standing

The student must be enrolled in and complete at least one course other than the course being challenged.

The course must be listed in the college catalog.

The student must not have attempted, completed, or failed the course previously

The course may not be challenged to improve a grade.

The student must have obtained approval of the challenge petition from either the course professor or department chair and the division dean as well as the VP of Academic Affairs.

The student must not have challenged more than 15 units.

The student must not have completed nor enrolled in a more advanced course.

Only courses open to Credit by Examination as listed in the college catalog or that pertain to the AP, the CLEP, or any other examinations administered by other agencies approved by the college, may be used to achieve credit by examination.

Credits acquired by examination are not applicable to meeting unit load requirements for Selective Service deferment, Veteran’s or Social Security benefits.

Credits acquired by examination shall not be counted in determining the 12 semester hours of credit in residence required for an Associate degree.

The student's academic record shall clearly indicate that the credit was earned by examination.

Reference:

Title 5 Section 55050

ACCJC Standard: II.A.8, II.A.9

The President/CEO shall, in consultation with the appropriate groups, develop procedures that provide for academic renewal. It is the policy of Compton College to allow previously recorded substandard academic work to be disregarded if it is not reflective of a student's more recently demonstrated ability and if repetition is not appropriate to the current objectives of the student.

Procedures for implementing the policy will be developed in collegial consultation with the Academic Senate, as stated in Board Policy 2510.

Reference:

Title 5, Section 55046, 53200

A student may petition to have up to 24 semester units of substandard work (D, F or WF grade assigned) taken at Compton College disregarded in the determination of the grade point average (GPA), subject to limitations as follows:

The student must have earned a GPA of 2.25 or higher in the last 30 units of graded work, or 2.5 or higher in the last 24 units of graded work since the substandard work to be removed. These units can be completed at any regionally accredited college or university.

At least two years must have passed since the substandard grade(s) was awarded (includes summer/winter).

Academic Renewal shall be granted to a Compton College student only one time.

If another accredited college has removed previous course work through academic renewal, such action shall be honored by Compton College.

Course work with disregarded grades may not be used to meet degree or certificate requirements.

If a student has received an associate degree at Compton College, academic renewal may be allowed upon petitioning through the Admissions Office and reviewed by the Special Circumstance Petition Process Committee.

Academic renewal actions are irreversible.

Students initiate the academic renewal process through the Admissions Office by obtaining and submitting the Academic Renewal Petition.

The student's permanent academic record shall be annotated to indicate all disregarded course work, but all grades shall remain legible to ensure a true and complete academic history.

It is the student's responsibility to ensure that any institution or program to which he or she is applying will accept Academic Renewal from Compton College.

Reference:

Title 5, Section 55046

For First Reading

Board Policy 4040

Library and Learning Support Services

It is the policy of Compton College to maintain library and learning support services that are an integral part of the educational program and will comply with the requirements of the Reader Privacy Act.

The District will provide the means to assure the planned and systematic acquisition and maintenance of library materials and information resources, resulting in a well-balanced collection having the depth, scope, and currency necessary to meet the needs of the Compton College community.

The librarians, working in collaboration with other faculty, shall have primary responsibility for the identification, selection, and provision of academic resources, instruction in their effective use, and other services that meet the information needs of the Compton College community. Donated materials will be evaluated using the same criteria as other materials.

Library resources shall be accessible to all currently enrolled students and campus employees. Students and faculty involved in distance education or off-campus programs shall have electronic access to sufficient library resources to ensure successful completion of their academic coursework. The libraries shall be open during all terms in which classes are offered. Libraries shall operate under the supervision of library faculty during all open hours.

The District supports the American Library Association's Bill of Rights that affirms both library users' right to read what they choose and the library's responsibility to provide books and other resources presenting a variety of points of view.

Whenever library materials are questioned or challenged by community members, questions shall be directed in writing to the library administration, signed by the person raising the question, and indicating specific objection(s). The challenged materials will then be reviewed by the supervising college librarian. Once this review is complete, the library administration will respond in writing to the question/challenge and forward copies of the letter to the College President/CEO. The questioner may accept the review, or present an appeal through the College President and the Board of Trustees.

Procedures for implementing the policy will be developed in collegial consultation with the Academic Senate and the President/CEO.

References:

Education Code, Section 78100

Civil Code Section 1798.90

Title V, Section 53200

The responsibility for the selection of textbooks rests with the faculty teaching the subject.

For the purpose of this policy, the term textbook includes required or recommended learning materials, including books, laboratory manuals, workbooks, student supplements, or other printed, multi-media, electronic material, or open source material.

The official course outline of record sets forth the goals and objectives of each individual course of study. All texts and other materials utilized in the learning process shall be compatible with and evaluated in light of the course outline of record.

Textbooks should reflect professional standards in content and design as well as reasonable cost to students. In accordance with Board Policy 1600: Full Inclusion of People with Disabilities, instructors are encouraged to select and utilize instructional materials that are available in alternate format or whose copyright permission is easily obtainable.

If electronic instructional materials are available to a student through a license or access fee, those materials must have continuing value to the student after the class ends. Continuing value can be obtained if the student has electronic access to the materials for at least two years after the end of the class; if the materials are printable; or if the materials can be saved by the student. Students shall not be required to pay for electronic materials used to administer the course, such as a course management system.

In order to minimize cost to students, the usual period of adoption for texts will be two academic years.

Special consideration for earlier change may be given under extenuating circumstances.

Procedures for implementing the policy will be developed in collegial consultation with the Academic Senate.

Reference:

Title 5, section 59400, 59402, 59404
Education Code 78900 et. Seq.

Compton Community College District provides reasonable accommodations for students with disabilities in accordance with compliance measures established by the Rehabilitation Act of 1973, sections 504 and 508, the Americans with Disabilities Act (ADA), and the ADA Amendments Act of 2008 (ADAAA). Compton College shall provide reasonable accommodations to students with documented disabilities without compromising the student's course of study or the integrity of the college's academic standards. Reasonable accommodations are determined on an individual basis.

Reference:

Title 5, Section 56006 (DSPS Regulations), 56027 (Academic Accommodations), 55063 (Minimum requirements for the Associate Degree) Rehabilitation Act of 1973, Section 504 and Section 508 Americans with Disabilities Act of 1990 (ADA)
ADA Amendments Act of 2008

It is the policy of Compton College to allow students to audit courses. The instructor of the course will determine whether to accept a student as an auditor and the manner in which the audit is to be conducted.

Students who are enrolling in a class for credit have enrollment priority over students intending to audit.

Students who enroll in a class as an auditor cannot change their enrollment to receive credit for the course and cannot receive credit by examination for audited courses. Audited courses cannot be used to fulfill prerequisites.

Procedures for implementing the policy will be developed with collegial consultation with the Academic Senate, as defined in CCR § 53200.

Reference:

Education Code Section 76370

CCCD Academic Senate Roster

2017-2018 (19 members)

Officers:

President/ <i>Chairperson</i>	Paul M. Flor (17-18)
Past President/ <i>Past Chairperson</i>	Michael Odanaka
President-Elect/ <i>Chairperson-Elect</i>	Amber Gillis
Vice President/ <i>Vice Chairperson</i>	Chris Halligan (18-19)
Secretary/ <i>Secretary</i>	Nikki Williams (18-19)
Curriculum/ <i>Curriculum Representative</i>	Essie French-Preston (18-19)
<i>Adjunct Representative</i>	Mahbub Khan (18-19)
Board Representative	Jerome Evans (18-19)

Members:

Career and Technical Education (2)

Brent Kooiman (19-20)
Pamela Richardson (17-18)

Health and Human Services (2)

Shirley Thomas (18-19)
Hoa Pham (19-20)

Humanities (2)

Chris Halligan (17-18), Vice President/*Vice Chairperson*
Nikki Williams (19-20) Secretary/*Secretary*

Social Sciences and Fine Arts (2)

Kendhal Radcliff (17-18)
Harvey Estrada (19-20)

Mathematics (2)

Malinni Roeun (19-20)
Jose Villalobos (18-19)

Science (2)

Kent Schwitkis (18-19)
Rajinder Sidhu (19-20)

Library and Learning Resource Unit (1)

Andree Valdry (17-18)

Counseling (2)

Essie French Preston (17-18), Curriculum/*Curriculum Representative*
Vanessa Haynes (18-19)
Michael Odanaka, Past President/*Past Chairperson*

At-Large (2)

Jerome Evans (17-18), Board Representative
Amber Gillis (18-19)

Adjunct Representatives (2)

Mahbub Khan (18-19), *Adjunct Representative*
Elizabeth Craigg Walker (17-18)