



ACADEMIC SENATE MINUTES

Thursday, May 2nd, 2019 12:30 p.m. Board Room

ATTENDANCE

Senators

Visitors

Jerome Evans
Roza Ekimyan
Paul Flor
Amber Gillis
Brent Kooiman
Kent Schwitkis
Pamela Richardson
Rajinder Sidhu
Holly Schumacher
Shirley Thomas
Andree Valdry
Nikki Williams
Harvey Estrada
Hoa Pham
Vanessa Haynes
Mahbub Khan
Jesse Mills
Minodora Moldoveanu
Jose Villalobos
Stephanie Atkinson-Alston

Aurora Cortez- Perez
Anthony Alaimalo
Axa Maradiaga
Cesar Jimenez
Valerie Woodward
Vanessa Madrid
David McPatchell

I. CALL TO ORDER – Amber Gillis 12:50 p.m.

II. APPROVAL OF AGENDA – Evans/Schwitkis- Approved

Motion to amend the agenda to move elections up on the agenda Mills/Evans

III. APPROVAL OF MINUTES – Schwitkis/Mills- Approved

With correction Minodora Moldoveanu was present at April 18, 2019 meeting

IV. REPORTS

President's Report- Amber Gillis reporting.

- I want to talk about some of the things that I have learned over the last year. Today is the last of the meetings that make up my first year. I have learned a lot over the last year. What I have learned is that I didn't know half of what I thought I knew about the institution. I have learned what works for one senate president does not work for me. One of the things that I was sharing with some of the senators is that I have been taking some time to visit other senates at other colleges. I wanted to see what we can do to strengthen our governing process to see what we can do as a senate to empower our faculty. As I have been reaching out to faculty members, I have noticed that there a lot of faculty who are not involved that would like to, they just may not have been asked. Some of the things that I have learned is that for the last many years we have been working with top down action. Other senates are particularly empowered. This is

because they are bringing the information to their districts. The way that they govern themselves is very different than the way El Camino governs themselves and that is what we have been following for the past decade or so. I can work to build a network and to establish institutional longevity. I can help all of us work together to come up with ways to empower ourselves. I have heard a lot of comments that this has been a senate of one or a senate of me. I have to apologize for that; I didn't know how some people felt. I would hope that if you were feeling that way, you would come and talk to me about this. I can't fix things, if I don't know that there is a problem. So if you noticed, last week, I sent out an email asking for input on the agenda. So typically how it was working before and how I inherited the process, is that if somebody wanted to be on the agenda, they just sent an email and we made it happen. That is problematic because there are a number of things that are coming down from the district like the Comprehensive Master Plan that I just got yesterday that they want us to take a look at before May 31st and is a 400 page document. We really need to start to plan ahead and if we know that there are things that will be happening year after year that need to come to senate we need to plug those in place ahead of time. One of the things that is in your packet is the Student Equity Plan so that you have more than a few days to look at them. Other things have been brought to senate that are serious issues for our campus. These issues are brought up in senate, we have great ideas and then they never really go anywhere. I spoke with our parliamentarian today and some other campuses use the resolution process that the ASCCC recommends. For example, we had a situation with honors that is an ongoing problem. We talked about it at length here in senate. I took that information to Academic Affairs but I have not heard anything back from them. If we use a resolution process, it formalizes it and provides a clear structure for our expectations. What does this mean for you as senators? This means that you will be writing the resolutions not me. My role is to facilitate discussions and conversations and help be a liaison between the faculty body and the district. If we are writing resolutions as senators then I can take this forward. This gives us a more unified front.

- Earlier in the week we had an e-board meeting. These are some of things that we suggested. We need to clean up our website online. We should be including resources for faculty that are not there. We would like to start a newsletter that celebrates our faculty. We agreed as an e-board that it would be very beneficial to have an Academic Senate retreat. It is tentatively scheduled for August 19 and 20, 2019. It is flex week. We want to take a look at our by-laws and constitution. We can have a workshop on writing resolutions.
- Currently the only committee that we have in our by-laws is Curriculum and we would like to open this up. We want to have an OER Committee and Educational Policy Committee. We have had a request for the Author Committee to come under senate so that we can support them. As well we would like to have faculty development. We also need a treasurer so that we can make sure that we have control over our finances. Discussion followed.
- I just want to say thank you for allowing me this opportunity to serve you.

Vice President- Jesse Mills reporting.

- Program Review- We had a training on April 19th. We are doing something a little bit ground breaking. We have all of our administrative offices writing program reviews. We are getting them done. We had 2 or 3 of them coming in last month. We are going to be one of the few community colleges where administrative offices complete program reviews. We are currently

trying to figure out a new Program Review repository so that they are all available to be publically viewed. We would like something more comprehensive.

Board Representative – Jerome Evans reporting.

- In speaking to people in various divisions and departments there are a lot of things that go on within your own division that are not privy to the whole school, and as my role of Faculty Representative to the Board it is my responsibility to report to the Board. Please make me privy to that information so that I can share them with the Board. I will see that it is disseminated to the body.

Curriculum: Roza Ekimyan reporting.

- We are moving forward. Tomorrow, May 3, 2019, we have the Chancellor's office visiting us. It will be in SSC 121 from 9-12. You can get Flex credit for this. I am asking all of the curriculum reps to join as well as anyone who is interested to please attend. Because we are going to be in new divisions with Guided Pathways we are going to continue the structure of the curriculum committee make-up. The term of Curriculum chair is three years and I am finishing my 2nd year this semester and we will have elections this year for the next Curriculum chair. If you are interested in this you can follow me for one year. P. Flor- So you are going to run again? R. Ekimyan- Because of the amount of time that I put into it, there are a lot of hours that are put in. I want to be fair about my compensation. I want 40% release time and if not I am stepping down. I know the amount of time I put in but it is endless. I do want to say that I love it. I am done with my workshops but if there are faculty that have questions I am working with them. At our next Curriculum meeting we will have 54 courses coming through. This means we will have done all new courses that faculty have put into the queue as well as review 48 CORs.

Academic Affairs- Stephanie Atkinson-Alston reporting.

- Academic Affairs has been really busy. I want to give a shout out to Curriculum for this being the first year that they are really on their own going through the process. The Chancellor's office is really excited to help us and will be coming back on September 6, 2019.
- I have asked Roza to put together an end of the year summary of what has been going on in Curriculum so that everyone at the institution can see what is going on with Curriculum. Yesterday I received the catalog. I want to thank Heather Parnock for all of the work that she has done on this. It should come out in the next couple of days. The summer schedule of classes is online. Students can start registering on May 14, 2019. We would like to have a catalog committee. What I am recommending from the Curriculum Committee as we get curriculum is that we go in and annotate the electronic copy so that it makes it much smoother.
- The Guided Pathways division elections are coming up in a few weeks. So make sure that you cast your secret ballot.
- We have our Professional Development activities calendar for next academic year. I have asked Amber to let me know what we are doing on the optional days. We are trying to get the next academic year planned and locked in.
- We have a new Associate Dean of Nursing and we should invite her to the next Academic Senate meeting. P. Flor- How are we progressing on Banner? Dr. A- Banner is progressing. Discussion followed on the platforms they are working on. Dr. A- We will have some faculty trainings prior to the beginning of the fall semester. We are almost done with inputting the fall semester. P. Flor- Once we terminate the partnership, are we going to have an equivalent to Gema. Dr. A- That position was put out. P. Flor- For the summer in the meantime. Dr. A- What we currently have is Celia who will be able to help with this in the summer. S. Thomas- We use gradebook now, what will we be using as our gradebook now? Dr. A- Banner has a gradebook built into it. We are finding that there are some things that we need and we will extend them.

Distance Education- Jasmine Philips reporting.

- No report.

Guided Pathways- Vanessa Haynes reporting.

- Yesterday we had a Guided Pathways meeting; we are preparing a report that the state required of us. It is a self-assessment of our Guided Pathways Central Practices. This is similar to the one that we did before but it is a bit more specific. This will be sent to A. Gillis to be brought to you for a reading. Dr. A- What you are seeing is the progress to date and we are taking input on this. We sent this to Amber today to circulate this to senate to get input. For the sake of time right now, we can just go over the major categories. The first one is mapping pathways to students end goals. As we talked with the committee yesterday, we have made major strides in a lot of areas that are part of this survey. We will bring it back to this group to take a look at. K. Schwitkis- What is the relationship of this with item 4 in New Business. This is informational or are you expecting senate to give input? When is the due date? Dr. A- Yesterday, but we have an extension. I am anticipating that in the next couple of weeks we will be able to turn this in. We have a major report that will be due in September. A. Gillis- We will take a look at this more in depth at the next meeting.

V. ACTION ITEMS-UNFINISHED BUSINESS

-

VI. NEW BUSINESS

- K. Schwitkis- Professional Development Categories and Approved Flex Credit Activities. We took a look at this in Faculty Development Committee. This is just a listing of items that have already been approved and this is being carried over from El Camino. This listing has to fit in with a process and that process we have just begun talking about this in the Faculty Development Committee. These are just category lists of everything that is approved to be able to do. This is a good document to start with and we will fix mistakes as we go along. A. Gillis- Who can we send the feedback to? K. Schwitkis- You can send any of your feedback to anyone that is on the committee. A. Gillis- I will send out an email of everyone that is on the committee. H. Schumacher- Under “Institutional Improvement” bullet 7 and 8, there is existing language in the contract already that talks about compensation for both of those bullet points. I would recommend taking these out since this conflicts with language in contract. I also had a question about conducting institutional research to improve service to students, what does that mean? How would a faculty member get to conduct institutional research? K. Schwitkis- I don’t have an answer for this. Discussion followed on the professional development process.
- A. Gillis- According to our By-Laws, we have to hold elections at this meeting so I would like to make a motion to amend the agenda to move up the Academic Senate Executive Board election ahead of the 1st read of the Student Equity Plan. Mills/Evans- vote taken and motion passes.
- Jesse Mills- We have four positions that are up for election: president elect, vice president, secretary, and board representative. Someone must make a motion to nominate somebody and it must be seconded. Once we have the candidates for election, we must make a motion to close nominations and then we can hold a vote and determine outcomes.

President Elect nominations

H. Schumacher/V. Woodward- nominate Minodora Moldoveanu

P. Flor/J. Evans- nominate Amber Gillis

H. Schumacher- I have a question. According to our Constitution, it says under officers, that officers may be elected to subsequent terms except for the president. Does this mean that the president can be elected more than once? P. Flor- We are not electing the president, we are electing the president elect. Amber is being nominated for the president elect so that means that she is being nominated for her second two year term. H. Schumacher- So we are not electing the president again? A. Gillis- The position is for president elect not for president. P. Flor- Amber still has her second year of her first term and if she wins president elect she will be president for the 3rd year and 4th year. H. Schumacher- Did she serve as president elect before? P. Flor- She was president elect before assuming the presidency. When I was on my 3rd year she was elected as president elect. When my term was over, she became the president. J. Villalobos- I don't see the difference between president and president elect. P. Flor- After Amber's second year, that person will become president. H. Schumacher- That does not make sense since that would be a subsequent term. Discussion followed. P. Flor- We are not electing the president, we are electing the president elect. I think what you are saying Holly, Amber was elected as president elect before and then became president, can she be president elect again? The answer is yes. V. Woodward- The wording of the Constitution is confusing.

Motion to close nominations- P. Flor/J. Mills

Discussion followed on how to take the vote. J. Mills- Please write your selection on the piece of paper.

Vote count: Amber- 9, M. Moldoveanu - 6

A. Gillis- Senate President

Vice president nominations

P. Flor/J. Evans- nominate Jesse Mills

Motion to close nominations- P. Flor/J. Evans

J. Mills elected by proclamation

Secretary nominations

J. Evans/S. Thomas- nominate Nikki Williams

P. Flor/J. Mills- nominate Minodora Moldoveanu

Motion to close nominations- P. Flor/J. Evans

Vote Count: N. Williams-9, M. Moldoveanu- 5

N. Williams- Senate Secretary

Board Representative nominations

P. Flor/N. Williams- nominate Jerome Evans

Motion to close nominations- P. Flor/J. Mills

J. Evans elected by proclamation

Adjunct Representative nominations

J. Evans/S. Thomas- nominate Anthony Alaimalo

H. Pham/there was no official second-nominate Juan Quinones

No official nominations for Mahbub Khan

Motion to close nominations- no motion to close nominations

Vote Count: A. Alaimalo- 10, J. Quinones-1, M. Khan- 9

A. Alaimalo and M. Khan – Adjunct representatives

At Large nominations

J. Evans/H. Schumacher- nominate- V. Woodward
Motion to close nominations- N. Williams/J. Evans
V. Woodward elected by proclamation

B. Information- Discussion Items

-

C. Events/Meetings

-

MOTION TO ADJOURN – Approved – 2:31 p.m.