



## ACADEMIC SENATE MINUTES

Thursday, March 7<sup>th</sup>, 2019 12:30 p.m. Board Room

### ATTENDANCE

#### Senators

#### Visitors

Harvey Estrada  
Roza Ekimyan  
Amber Gillis  
Hoa Pham  
Mahubub Khan  
Minidora Moloveanu  
Kent Schwitkis  
Pamela Richardson  
Malinni Roeun  
Rajinder Sidhu  
Holly Schumacher  
Shirley Thomas  
Andree Valdry  
Jose Villalobos  
Nikki Williams  
Stephanie Atkinson-Alston

Jasmine Phillips  
Evan Sorka  
Aurora Cortez-Perez  
Axa Maradiaga  
Thomas Norton  
Fazal Aasi  
Kendahl Radcliff

#### I. CALL TO ORDER –

II. **APPROVAL OF AGENDA** – Amber Gillis 12:47 p.m. no quorum. We will begin with the informational items and we will vote on the agenda and minutes when we have quorum. 12:53 quorum- amendment to the agenda. The date of today's meeting is March 7. Motion to approve the agenda as amended. Schwitkis/Sidhu- vote taken and approved.

III. **APPROVAL OF MINUTES** – Schwitkis/Valdry- vote taken and approved.

#### IV. REPORTS

**President's Report-** Amber Gillis reporting.

- B. Smith promoted her two events. Social Hour is next week on Tuesday, March 12 from 1-3. This is a fun opportunity for students to get to know you by asking fun, non-academic questions. Please sign up because there is only one faculty member signed up. The 3<sup>rd</sup> Annual Leadership Conference is this semester. Students are encouraged to attend in between classes.
- A. Gillis- A lot is happening on campus. Tomorrow is the first installment of the Making Decisions document T. Norton- where is the meeting. A. Gillis- in the staff lounge beginning at 9am. It will be held every other Friday. It is a working meeting so please bring your laptops. When we met on Monday, we did not have anyone signed up from Classified. We also need some students. I asked a couple of students but they are not fully sure if they can come. This is the opportunity for them to get involved with knowing what is happening on campus. Please encourage any students to attend.

- Academic Senate at El Camino- They applied for a grant through IEPI to move over to block scheduling. Academic Senate is not on board with this so Dr. Maloney has decided not to move forward with this. They want to get the campus solidified with all of the new initiatives, such as AB 705 and Guided Pathways, before they move forward with block scheduling.
- El Camino is looking at minimum qualifications. This is something that we have some control over at the local level. The deadline to submit any changes or revisions to the state is September 30, 2019. Take a look at the minimum qualifications for your discipline and make sure that they are robust and are not so narrow that the pool of perspective applicants is too narrow. We need to look at the things that are necessary for our discipline. Look at the type of people that we are inviting to apply.
- Consultative Council got an update from L. Owens. There are new tables all around campus. This concern to have tables installed was brought up by a student. We are working on umbrella covers for the tables around campus.
- Have you noticed the construction around campus? The row buildings are down. There is a plant outage this weekend. The information for this was sent out in an email.
- A concern was brought to my attention regarding faculty textbooks and textbook deliveries. We are working on establishing a delivery system. Dr. A- one thing that can help is to include your division on the mailing address so that when it gets delivered it can go directly to your office. H. Pham- can we put a desk copy on reserve in the library? A. Gillis- Yes, we can.
- A. Gillis- I attended a conference last Thursday: Hiring Regionals- An Equitable Approach to Achieving Student Success. We discussed making more equitable hiring criteria on campuses. We heard from a lawyer who was talking about California Community Colleges and how we write our job descriptions. We may be writing our job descriptions with some discriminatory practices and thereby eliminating some people. This is something for us to look at as we go forward.

**Vice President-** Jesse Mills reporting.

- No report

**Board Representative** – Jerome Evans reporting

- No report

**Guided Pathways-** Stephanie Atkinson-Alston reporting.

- Yesterday we had a guest speaker who came in. She listened to our conversation and took notes; she is trying to find out the best practices and ultimately give us a report on this.

**Curriculum:** Roza Ekimyan reporting.

- **No report**

**Academic Affairs-** Stephanie Atkinson- Alston reporting.

- I have to leave a bit early today. I have a conference call with the Vice Chancellor; we have some glitches with submitting our transfer degrees. We are currently working on our summer schedule. We are making sure that all of our board policies that go in the catalog are up-to-date. There are some that are coming up that need to be approved and we need to work through these to make sure that they are getting done. We are working on the Making Decisions document and want to make sure that we get as many voices involved in that as we can.
- The Program Mapper workshop is on March 15<sup>th</sup> from 9-12. We are trying to build out as many of those maps into the system so that we can get those done. We have some amazing people that showed up this morning as part of the advisory. Now that we are going to be our own college we need to have our own advisory committee. Dr. Murray and his crew put that together and it was very nice. I was very impressed with the people that responded that want to be part of our advisory.

## **Distance Education-** Jasmine Philips reporting.

- The trainings schedule poster is up in the lab. Trainings are run by N. Williams, K. Schwitkis, and S. Johnson. We had Digital Literacy Day. About 30 people signed up and 15 people show up physically. Many more participated remotely.
- The IEPI met on Tuesday, March 5<sup>th</sup> and we will get recommendations from them soon. A. Gillis- I was able to meet with the IEPI and was very truthful on what we need and I am looking forward to what they have to say.
- Moving forward, we will be reviewing faculty course shells in a peer review process as well as providing trainings.

## **V. ACTION ITEMS-UNFINISHED BUSINESS**

- Chief Box- Maxient Presentation- Incident Report and Referral Form training. This is to help document activity that has happened in your classroom or on campus. This system can be used especially if you do not need police intervention and simply want to document behavior or an incident that you witnessed. One of the perks is that if you need to add to it and send it to someone, you can. This system allows you to document what you see on campus that may not have been appropriate. It can be used for student discipline. The benefits of Maxient are that it is confidential and can only be seen by the people that you send it to. It also allows you to report mental health concerns. We have an AIMS team on campus (Assessment, Intervention, and Management for Safety Team). The system allows you to send this to your Division Office. Anything that involves sexual misconduct or violence needs to be reported. If it is an immediate threat, please contact campus police. It is a fair system so that you can document an incident fairly quickly. Please try and be as accurate as you can. Chief Box discussed the process of how to use Maxient and how to submit your report. St. Johns does mental health counseling. They are seeing patients and they have been very busy. They are getting the word out and it is working. We can modify Maxient as needed. Compton College will be buying their own version. If you feel that there is something that is not user friendly, you can send recommendations by emailing them to Chief Box.
- Lock-Down Shelter in Place Drill is on Thursday, March 14, 2019. You do not need to leave your office. Please talk to your students about what to do in a situation of an active shooter.

## **VI. NEW BUSINESS**

- Minodora Moldoveanu presented her dissertation topic: The Meaning of Education. What keeps people in college? How can we keep students from dropping out? If we can help provide students with an insulating layer from their life stressors, it can help them do better with their education. What I have learned from my studies is that students lack meaningful goals. Students will be more successful when they derive intrinsic meaning from their education. How can we help younger students find the meaning in their life through education? Some recommendations are: recruitment teams (outreach teams) to allow students to have a free choice, faculty need to align curriculum to make it meaningful to connect to a higher value, acknowledging that young adulthood is a tumultuous time. My hope is that we will have workshops for students to help them identify goals and meaning behind these goals as well as addressing the needs for being able to achieve these goals.

## **VII. Information- Discussion Items**

- AR 5050 Residence Determination and AR 5055. We are not asked to take a vote on these but we can if we would like. If you have recommendations you can send them to me or directly to Elizabeth Martinez. These overlap with academics a bit, but they are the law and cannot really be changed.
- Plenary for spring is in San Francisco- This is during Spring Break. I still need a representative to attend to vote. J. Villalobos- this is in San Francisco? I may be willing to attend.
- Reminder that the Transition Celebration is on May 30, 2019. Mark your calendars.

- During our last Academic Senate meeting the topic of flex came up. Dr. A stated that we are in the process of developing the professional development system. We received an email from Dr. A. and it seems that the process has been put in place without any consultation from Senate. H. Schumacher- the forms that were sent out is language that has not been negotiated. It must be negotiated first. E. French-Preston- can we have more than one person work on this so that we can have an integration of different people? I would like to work on that with you.

**VIII. Events/Meetings**

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**MOTION TO ADJOURN** – Approved – 2:01 p.m.