



## Academic Senate Minutes

**Facilitator:** Amber Gillis, President

**Recorder:** Nikki Williams, Secretary

**Date:** May 7, 2020

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

**Location:** Zoom Conference in Canvas

**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:**

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

Mills, Jesse  
 Moldoveanu, Minodora  
 Moore, Sean  
 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-** 12:40pm
- 2) **Approval of Agenda-** Approve amended agenda- Moldoveanu/Roeun
- 3) **Review and Approval of Minutes from April 23, 2020 Meeting**  
 Correction A. Valdry present- Approve with correction- Mills/Schwitkis
- 4) **Reports**
  - a) **President's Report-** Amber Gillis  
 Happy Teacher Appreciation Week everyone. I was on campus earlier on Tuesday and I was there to help with virtual commencement taping. There are 400 students that are eligible to graduate with a degree or certificate. They are trying to figure out the logistics of how students will submit a photo and message that it is appropriate. Dr. Curry has put together a Campus Reopening Committee to discuss the measures that need to be put into place to help reopen the campus safely. He is looking for a few more faculty members to join. It is particularly important faculty who teach lab classes join to figure out those logistics. If you are interested, please send me an email and I would like to forward names to him as soon as possible. There have been additional revisions made to AR 4230 Academic and Grading Symbols. At the last Senate meeting we talked about adding the Pass/No Pass option for students. I submitted a sample statement that includes letter grade designations for Pass/No Pass categories. When we met with Dr. Curry, I asked if somebody can send us faculty some kind of clarifying email as to what Pass/No Pass looks like for students and make sure faculty understand the withdrawal process and that students will be given an EW. The deadline to drop and get a refund is May 15, 2020.
  - b) **ASB President Report**  
 No report
  - c) **Vice President's Report-** Jesse Mills  
 SLO and Program Review- We need to get these things done since we are coming up to an Accreditation

Mid-term Report. The next Program Review training is the last Tuesday of the month. We will be collecting SLOs this semester so the spring SLOs 2020 will be due at the end of the semester. Try to get word out to everyone in your division to get these done and we need to get them done even during these times.

d) Faculty Board Representative Report- Jerome Evans

No report

e) Academic Affairs Report

No report

f) Curriculum Report- Sean Moore

195 courses requiring DE Addendum revisions and require originators to be designated. Summer: 93 Courses Offered, and 46 DE Approved, 47 Non-DE Approved. Fall: 238 Courses Offered, 90 DE Approved, and 148 Courses Non-DE Approved. Mills- Will this list be sent out to campus so that everyone can know when these need to get done. S. Moore- We will be sending out the document soon and designating originators so that these can be designated so these can get done. Emergency Temporary Distance Education Blanket Addendum for Summer 2020 or Fall 2020 document from the Chancellor's Office. On 5-05-20 Dr. Curry was sent an email by the Curriculum Committee Chair requesting a meeting to discuss course originators for DE addendum approvals. A Zoom meeting was held on Wednesday April 29, 2020 at 10:00 a.m. with Sean Moore, Dr. Keith Curry, Barbara Perez, and Maya Median to discuss revising Non-DE courses offered in Summer 2020 and Fall 2020. The timeline is sensitive and the approval deadline goal of December 31, 2020 is challenging. As a result, we are currently discussing and creating a plan of action that includes disseminating information to the deans, division chairs, and faculty of all courses requiring DE approvals by December 31, 2020 as soon as possible. Additional updates will be provided. The following statement will be revised to include a date and be placed for approval on the Curriculum Committee 5-19-20 Agenda (tabled at the Curriculum Committee 5-05-20): To further expedite curriculum approval processes during the COVID-19 pandemic, Non-DE courses that have been approved by Compton College's Curriculum Committee will only need the DE component revised and approved, versus being reviewed by each member in CNET. These courses should not be placed for inactivation because they are part of a program.

g) Distance Education Report- Jasmine Philips

DE Addendum process, the process that we have established as a committee is to talk about it with your division and get your divisions approval to make sure that it can go through the DE Addendum process. We have to make sure that we are maintaining regular and effective contact and that we are meeting accessibility. We have an accessibility checker tool that can be used to help with that. We have 7 webinars planned and I will be posting those dates in Flex Reporter. They help build on the skills that you need to do to prepare your shells. The OTC conference will be offered remotely and it is not canceled as will InstructureCon. The 3<sup>rd</sup> category of DE. Please look at that in your next division meeting and get feedback that can go to DEAC to incorporate. At our next meeting we will be working on a document Expectations for Teaching Summer classes and we will bring it to Senate. K. Schwitkis- We have to change all of our courses to have a DE option? J. Phillips- Yes for all of the courses that will be taught online need the DE Addendum.

h) Faculty Development Report- Judith Crozier

We had only 6 participants in the book club because it coincided with other meetings. We have 2 meetings this month for Faculty Development on May 14 and 19, 2020, to go over the documents that we are working on. I sent an email to include our Purpose document on the Senate agenda for the next meeting.

**5) Unfinished Business/Tabled Business**

a. Second Read & Vote: Approved Curriculum Items from April 21, 2020 (remove BIO Classes)

Motion to open discussion- Mills/Schwitkis. No discussion. Motion to close discussion- Schwitkis/Mills.

Motion to approve- Roeun/Schwitkis. Vote taken and the motion carries.

**6) New Business**

a. First Read: BP 3225 – Institutional Effectiveness

Motion to open discussion- Schwitkis/Moldoveanu. A. Gillis- Are there any questions or comments. If you do have any, you can send them to me and I will forward them to L. Sosenko. Motion to close discussion- Schwitkis/Mills.

b. First Read: Program Maps (Various Programs: See Attached)

Motion to open discussion- Mills/Moldoveanu. C. Jimenez- We drafted a timeline and the goal here is to have program maps completed by June 2020. R. Yahye- The program mappers are designed to help students visualize

their program paths for their educational goals. The counselors are working really hard to make sure that the program maps are complete. D. Ramirez- This process have been very collaborative. We based the information upon the courses that are offered and success rates as well as the student unit load. M. Moldoveanu- I was a bit sad to see that one course, COMS 120, it was only provided as an option for some of the program maps and for the rest of the maps, English 103 is used for the rest. Discussion followed. K. Schwitkis- What is the thought for altering it in the future. A. Gillis- We passed a process in Senate for these last semester. Discussion followed. S. Moore- Motion to close discussion- Schwitkis/Mills.

c. First Read: Collaborative Governance at Compton College Document

Motion to open discussion- Mills/Schwitkis. A. Gillis- This is our governance document that we began working on last year. This is coming to us from Consultative Council and they would like our feedback on this. K. Schwitkis- This is not a perfect document, but it is a good starting point. If you are looking at the organizational chart, we are still waiting for Ginsler to come back to us with the charts. I am also awaiting, the recommendation forms which identifies how any individual person or committee can make a recommendation. Discussion followed. K. Schwitkis- How do we change this in the future? A. Gillis- There is a phrase in the document that states that they will be reviewing the document every two years. If there are recommended changes before the two year mark, you can bring it to Senate and your Senate president is co-chair of Consultative Council and will take it to them. Motion to close discussion- Schwitkis/Mills.

d. First Read: Approved Curriculum Items from April 21, 2020

Motion to open discussion- Schwitkis/Mills. S. Moore did a great job of explaining these and he is doing a great job with curriculum. Motion to close discussion- Schwitkis/Mills.

e. First Read: DE Addendum Statement

Motion to open discussion- Villalobos/Roeun. No discussion. Motion to close discussion- Schwitkis/Roeun.

f. First Read: Curriculum Handbook Revisions: Academic Senate Review of Courses and Distance Education Addendum Approval Processes statements

Motion to open discussion- Mills/Villalobos. A. Gillis- The Curriculum Committee will be making amendments to certain sections of the handbook. I will send everyone an electronic copy. S. Moore- This statement is here is to expedite future approval processes. This is to get permission to have only one read here at Senate. Since Curriculum Committee is a subcommittee of Senate and you have put our trust in us that we have read and completed the curriculum, we would like to be able to put it through Senate for one read. Motion to close discussion- Schwitkis/Mills.

g. First Read: Faculty Development Coordinator Job Description

Motion to open discussion- Schwitkis/Mills. K. Schwitkis- We looked at what other schools were doing and we had help to make sure that it met union criteria. If you have any feedback on it, please let someone on the Faculty Development Committee know. You can send feedback to J. Crozier. Motion to close discussion- Schwitkis/Villalobos.

**7) Informational Items**

- a) Administrative Regulation for Academic Rank
- b) Board Policy and Administrative Regulation for Accreditation
- c) Accreditation Midterm Report First Read

**8) Future Agenda Items**

**9) Adjournment- 2:03pm**

**Next Scheduled Meeting: May 21, 2020 at 12:30pm**  
**Academic Senate Canvas Site- Zoom**

