



Academic Senate Minutes

**Facilitator:** Dr. Minodora Moldoveanu, President

**Recorder:** Noemi Monterroso, Secretary

**Date:** October 5th, 2023

**Time:** 2:00-3:30 p.m.

**Location:** **In Person – Board Room**

**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.

**26 Voting Members**

- Blake, Eckko
- Elfarissi, Hassan
- Ekimyan, Roza
- Hobbs, Charles
- Johnson, Susan
- Lopez, Karina
- Lopez, Nathan
- Martinez, Jose
- Martinez, Victoria
- Maruri, Carlos
- Mills, Jesse

- Moldoveanu, Minodora
- Monterroso, Noemi
- Moore, Sean
- Morales, Janette
- Schwitkis, Kent
- Tavaréz, Juan
- Thomas, Shirley
- Valdry, Andree
- Van Overbeck, Michael
- Villalobos, Jose
- West, Pamela
- Woodward, Valerie

Joanna Wyatt

**Ex-Officio Voting Members**

- Conn, Brad-DEFC
- Moore, Sean-Curric. Chair
- Morales, Janette-Un. Pres.
- Diaz, Corina-FDC Chair

**Guests**

- Berger, Sheri-VP Ac. Aff.
- Kendahl Radcliffe

**Senators**

- Barrag
- Ekimy
- Ellis, S
- Estrada
- Corona
- Hobbs
- Kahn,
- Madric
- Mason
- Martin
- Martin

## Agenda

Public comments will be allowed during the discussion portion of each agenda item whether they are direct, indirect, oral, written, or otherwise, and will be limited to 3 minutes per person.

### 1. Call to Order at 2:08pm

### 2. Approval of Agenda

- **Carlos M. motioned to remove AR4105 from New Business. Kent S. seconded. Approved**
- Roster included with agenda needs to be updated still reflects 21-22
- **Carlos M. motioned to approve agenda as amended. Sean M. seconded. Approved**

### 3. Review and Approval of Minutes from September 7, 2023

- Amendments:
  - Include additional comments: “as long as you don’t show who you are, you should be fine” and “Only because a small percentage of the population can’t go doesn’t mean that the rest of “us” have to be deprived from going”
  - Moved statement “There was a commitment from Compton College to guarantee the safety...” down to be placed after additional comments above
- **Carlos M. motioned to approve minutes as amended. Valerie W. seconded. Approved**

### 4. Reports

- a. President’s Report – Minodora Moldoveanu
  - Reviewed Civility Statement in the AS Constitution Bylaws and sections of AR 3435: Discrimination and Harassment
  - Get free Covid-19 tests from police station, St. Johns, and order free from USPS (began September 25) due to Covid-19 rise
  - In the catalog, courses will list if courses are only offered specific terms (i.e., only fall, only spring, etc.), especially useful for our specialty or major prep courses
    - Can we get a guarantee that these courses will not to be cancelled even if there is low enrollment? Some strategies can be converting them to short term course, changing modality of course, etc.
  - Attended CAGP conference last week in Oakland. Attendees came back with 10 issues group would like to tackle:
    - Improve process for evaluation of transcripts
    - Increase % of education plans completed
    - Increase use of Faculty Hub in Canvas
    - Caring Campus training – focus on providing intensive customer service trainings for all services that students first interact with
    - Stipends for students attending committees
    - Develop peer mentor program (Compton College alumni mentor current students)
    - Reaching out to students that drop and figuring out why they are dropping
    - Implement interventions/resources for students on probation
    - Improve use of technology to leverage Early Alerts – automatically alleviate advisors workload by distributing alerts to support programs (if applicable)
    - Use of dashboard to identify student need: probation, financial need, etc.
- b. Associated Student Government (ASG) Report
  - Not Present
- c. Vice President’s Report – Sean Moore

- *BP and AR 4100 Graduation Requirements for Degrees and Certificates* was approved at the 9-28-23 Curriculum Committee meeting and will be moving forward to the deans and district managers
  - *AR 4105 Distance Education* was approved by DEAC and scheduled to be reviewed by the deans and directors on 10-5-23. Thank you Brad and the DEAC team for working on the AR
  - *BP and AR 4021 Program Discontinuance* is scheduled for review/approval at the 10-10-23 Curriculum Committee meeting
  - A special thank you to Susan Johnson for all her contributions and support at our Curriculum Committee meetings with revising our ARs and BPs.
  - On Tuesday October 2, 2023 a report from a review of Enrollment Reporting related to Federal Financial Aid was received and includes a summary of their findings. The recommendation on page 3, #5 is about BP 4231, and consequently AR 4231. They are recommending a change from 18 months to 6 months for grade changes to be filed. Therefore, the BP and AR should be revised. Due to these circumstances, Sean would like us to consider expediting the BP and AR 4231 process and bring the AR and BP directly to our next Academic Senate meeting to discuss.
  - **Pamella W. motioned to add BP4231 as a discussion item on agenda. Nathan L. seconded. Approved**
    - BP4231 has been added to agenda as item 9f.
- d. Accreditation Faculty Coordinator Report
- Not Present
- e. Academic Affairs Report – Dr. Peju on behalf of VP Berger
- We had a consultant helping us address a finding related to an audit. As part of that process, they found problems with backdating of withdrawals. They made the following 5 recommendations:
    - **Flex Day Engagement with Faculty:** It can be assumed that faculty are unaware of the consequences of late reporting for the college for failure to monitor drops during census times or of the many census dates involved with different programs each term. Strong suggestion is to have both Registrar and Financial Aid present to Faculty during each Flex Day so they are aware of the timelines involved to ensure that Audit findings against Compton can be at a minimum reduced and ideally, eliminated.
      - VP Berger has already asked all of the deans to have Richette Bell and Keith Cobb come to division meetings to discuss rather than waiting for Flex Day
    - **Policies on Reporting Deadlines:** Compton has set policies for a reason, and all should follow those policies. Policies on notifications for dropped students or students that never attended must be adhered to by Faculty. Exceptions should be discouraged as these exceptions open the school up to Audit Findings. Repeat findings are very concerning to both the Department and to your Accreditor
    - **End Back-dating of Drops:** When Faculty wait to report that a student never started their class, this affects enrollment reporting requirements and financial aid in many cases. If the student was packaged as a full-time student, received federal financial aid and state funds, if the school (Registrar and Financial Aid) are not notified as required in a timely manner, those funds have to be returned to the appropriate agency (Federal or State). Faculty must be held accountable to reporting that students dropped or stopped attending, at all times but at a minimum at census dates per policy. Back-dating of drops makes the school open to findings of late reporting and a lack of administrative capability
    - **Timely reporting of Grades:** As grades affect Satisfactory Academic Progress, it is critical that grades are reported as required. If a student receives Title IV or other aid

and they weren't eligible, those funds have to be returned. It is also considered a Finding by the Auditor.

- Adjustment of BP 4231 Grade Change policy: We understand that this policy put in place by the Academic Senate for purposes of giving a student eighteen months to contest a grade is necessary, however, we suspect that eighteen months given is more for the faculty than for the students. Students faced with mistakes in their grades, fraud, bad faith or incompetence are more likely to contest these issues immediately after they occur as opposed to more than a year later. We strongly suggest that because this policy has a strong effect on possible audit findings due to with adjustments occurring up to eighteen months later, be reduced to the possibility to appeal the grade in question within six months of the last day of the term in which the grade (in question) was posted
- f. Curriculum Report – Sean Moore
- The new course ART 145 - Graphic Design was approved by the Curriculum Committee. Thank you Professor Mayela Rodriguez for all your hard work and bringing the course forward
  - AB 1111 Common Course Numbering: (CCN) Sean attended the live ASCCC webinar on 9-22-23. A new implementation date of 2027 has been requested by the CCN Task Force and likely to be accepted, yet pending. A detailed implementation plan is expected on December 7, 2023. The ASCCC work group reached consensus to recommend to the CCN Task Force the parameters for common course elements be limited to the following: Identical course subject prefix, number, title, description, and requisites, minimum required units, and equivalent minimum required content and objectives. When the plan is received Sean will keep our campus updated so we can work together to streamline and remove barriers for our faculty review courses to meet the CCN's implementation recommendations. The ASCCC AB 1111 CCN PPT was attached for all faculty to review in the 10-10-23 Curriculum Committee meeting agenda email
  - The *Annual Curriculum Approval Certificate 2023/2024* had been signed by all parties and is completed. Thank you to the Curriculum Committee team for attending the training
- g. Distance Education Faculty Coordinator (DEFC) Report – Brad Conn
- AR4105 was approved by DEAC and was forwarded to deans and directors for review
- h. Faculty Development Committee Report – Corina Diaz
- Committee made changes to the Faculty Teaching and Learning Plans. 6 workshops have been planned for next semester: 1) Basic/Intro to AI teaching, 2) Intro to visual thinking and innovating strategies for teaching, 3) Basic library navigating resources, 4) Building OER, 5) Cartoneras for argumentative writing, 6) LGBTQ+ allyship training to increase safe spaces on campus
- i. Enrollment Committee Report
- Compton College is up 30% student enrollment
- j. Open Educational Resources (OER) Committee Report – Nathan Lopez
- Introduction to OER - Professional Development on October 20, 2023
- k. LGBTQ+ Committee Report
- Not present
- l. First Year Experience (FYE) Committee Report
- Not Present
- m. Student Learning Outcomes (SLO) Coordinator Report
- Position vacant

## 5. Consent Items

- **Sean M. motioned to approve Consent Items. Jose V. seconded. Approved**
- **Sean M. motioned to remove Consent Item 5b. Susan J. seconded. Approved**
- **Sean M motioned to approve Consent Items as amended. Brad C. seconded. Approved**
  - a. 2-Year CTE Course Review—Update Course Description—SLO Update: CDEV 110- Child Health, Safety and Nutrition; CDEV 114 - Observing and Assessing Young Children.
  - b. Course Inactivation: ENGL 100 - Supervised Tutoring: Writing Center Laboratory (Division Date of Approval to Deactivate Course 9-5-2023).
  - c. New Course: ART 145 - Graphic Design I.

## 6. Presentation

- Equal Employment Opportunity Plan
  - Jennifer Burchett presented the Compton Community College District - Equal Employment Opportunity Plan 2023-2026
  - E-mail Jennifer with any questions or recommendations on EEO Plan
- **Carlos M. motioned to move up and review New Business Item 8e: Program Review Student Survey next. Charles H. seconded. Approved**

### 8e. Program Review Student Survey

- Hawk presented the survey developed. Survey questions has been updated to align better with Program Review questions that authors have to answer
- E-mail Hawk, Jesse, or Amari with any questions or feedback
- **Brad C. motioned to close discussion on item 8e. Carlos M. seconded**

- **Nathan L. motioned to move up and open discussion on item 9f: BP 4231 Grade Change Policy. Carlos M. seconded. Approved**

### 9f. BP 4231: Grade Change Policy

- Next step: Create taskforce that will review policy, discuss audit findings, and provide recommendation to Academic Senate
  - Volunteers: Carlos M., Nathan L., Sean Moore
  - E-mail will be sent to all faculty if they want to join taskforce
- **Kent S. motioned to close discussion. Sean M. seconded**

**Meeting adjourned at 3:32pm**

## 7. Unfinished Business

- a. Academic Senate Constitution Revisions
  - i. The Academic Senate develops and approves a new step-by-step, transparent, and inclusive Academic Senate Bylaw revision process.
- b. Statement of Opposition to the All African Diaspora Education Summit (AADES)

## 8. New Business

- a. Early Alert Optional Syllabus Statement
- b. ~~AR4105—Distance Education~~
  - Item removed from agenda
- c. Recommendation Statement *in Support of Changing the Foreign Language Department Name to Department of Modern Languages.*
- d. Remove the Curriculum Chair Position from Distance Education Advisory Committee (DEAC)

## 9. Discussion Items

- a. Student Centered Student Grievance Policy
- b. Students on Probation: Students on Probation - 153 on Probation level 1, 53 on probation level 2, 5 on level 3 - dismissal. Some colleges changed the name from probation to notification.
- c. Students on probation: motivational Mondays, mentorships, cohort model, critical friends id
- d. Brainstorm ideas of Teaching and Learning Plans: Emphasis on Skills vs. Degrees – How do we ensure our programs remain relevant in the job market?
- e. Ideas of Issues to Tackle as a Senate
- f. BP 4231: Grade Change policy

## 10. Informational Items

- a. Committee Vacancies
  - Curriculum Committee: 1 BIST Faculty, 1 HEPS, 1 -STEM, 1 Counselor, 1 Student Rep – High Priority – Meets 2<sup>nd</sup> & 4<sup>th</sup> Tuesday of the month 2-3:30 pm – in person
  - Enrollment Committee – 1 Faculty Co-Chair – Meets 4<sup>th</sup> Tuesday of the month 12-1 pm on zoom
  - Faculty Development Committee Members: All Divisions – Meeting TBA
  - FYE Taskforce – 1 Faculty Co-Chair – Meetings 3rd Friday of the month from 9:30-10:30am via zoom
  - Equitable approaches to community safety and health.
  - DEAC - Student Rep, HEPS, Adjunct Faculty Rep
  - PLEC – 1 faculty
  - Chair for the AI Impact on College Taskforce
  - Calendar Committee - need new staff
  - Student Success Committee - 1 faculty; Every 3<sup>rd</sup> Thursday 1:00 p.m. -2:00 p.m.
  - PLEC - 1 faculty - Every 2<sup>nd</sup> Friday at 11:00 a.m. via Zoom
  - Auto Degree Awarding Taskforce – 1 faculty tri-chair needed
- b. Cal Works has kiddie table

## 11. Future Agenda Items

- a. Reaching out to Student Who Drop
- b. Students on Probation

## 12. Public Comment

## 13. Adjournment at 3:32pm

**Next Scheduled Meeting: October 19th, 2023**