



## Academic Senate Agenda

**President:** Amber Gillis  
**Date:** May 17, 2018

**Time:** 1:00-2:30pm

**Secretary:** Nikki Williams  
**Location:** 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 environment where the diversity of our students is supported to pursue and attain academic and professional excellence. Compton College promotes solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for transfer, completion and lifelong learning.

### Accreditation Standards

This division meeting aligns to the following:

- 1.B.1. The institution demonstrates a sustained, substantive and collegial dialog about student outcomes, student equity, academic quality, institutional effectiveness, and continuous improvement of student learning and achievement.
- 2.A.16. The institution regularly evaluates and improves the quality and currency of all instructional programs offered in the name of the institution, including collegiate, pre-collegiate, career-technical, and continuing and community education courses and programs, regardless of delivery mode or location. The institution systematically strives to improve programs and courses to enhance learning outcomes and achievement for students.

### Attendees

\_\_\_ E. French Preston  
 \_\_\_ J. Evans  
 \_\_\_ A. Gillis  
 \_\_\_ C. Halligan  
 \_\_\_ M. Khan  
 \_\_\_ B. Kooiman  
 \_\_\_ V. Haynes  
 \_\_\_ P. Richardson  
 \_\_\_ N. Williams

\_\_\_ H. Estrada  
 \_\_\_ H. Pham  
 \_\_\_ J. Villalobos  
 \_\_\_ K. Schwitkis  
 \_\_\_ R. Sidhu  
 \_\_\_ A. Valdry  
 \_\_\_ M. Roenun  
 \_\_\_ K. Radcliffe  
 \_\_\_ E. Craigg-Walker

\_\_\_ S. Thomas  
 \_\_\_ D. McPatchell  
 \_\_\_ R. Ekimyan  
 \_\_\_ A. Cortez-Perez  
 \_\_\_ A. Maradiaga  
 \_\_\_ M. Moldoveanu  
 \_\_\_ B. Perez  
 \_\_\_ S. Atkinson-Alston  
 \_\_\_ P. Flor

## **Agenda Items**

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

**III. APPROVAL OF MINUTES**

May 3, 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**

Second reading of Board Policies

- i. Board Policy Board Policy 4250 - Probation, Dismissal and Readmission
- ii. Board Policy 5010 - Admissions and Concurrent Enrollment
- iii. Board Policy 5052 - Open Enrollment
- iv. Admin Regulation 5031 - Instructional Materials Fee

**VI. NEW BUSINESS**

1. Senate Executive nominations & voting
2. Former Senators recognition & resolutions
3. Tenured Faculty recognition
4. Retirees recognition & resolutions

Chris Halligan

**VII. INFORMATION-DISCUSSION ITEMS**

1. Board policies for review Fall 2018

**VIII. Events/Meetings**

1. 2018 Faculty Leadership Institute, June 14-16, 2018, Sheraton San Diego Hotel

**IX. FUTURE AGENDA ITEMS**

1. Revised Senate By-laws

**X. ADJOURNMENT**

**The Next Scheduled Meeting**

**September 6, 2018**

**1:00pm / Board room**



**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** (1<sup>st</sup> & 3<sup>rd</sup> Thursday)

**FALL 2017**

September 7	Board Room
September 21	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** (1<sup>st</sup> & 3<sup>rd</sup> 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 21	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, May 3, 2018 1:00 p.m.

Board Room

### ATTENDANCE

<u>Senators</u>		<u>Visitors</u>
Harvey Estrada	Jerome Evans	Jesse Mills
Andree Valdry	Nikki Williams	David McPatchell
Paul Flor	Rajinder Sidhu	Axa Maradiaga
Amber Gillis	Kent Schwitkis	Judy Crozier
Vanessa Haynes	Malinni Roeun	Aurora Cortez-Perez
Mahbub Khan	Pamela Richardson	
Brent Kooiman	Hoa Pham	

- I. **CALL TO ORDER** – Paul Flor 1:06 p.m.
- II. **APPROVAL OF AGENDA** – Evans/Gillis- Approved
- III. **APPROVAL OF MINUTES** – Schwitkis/Gillis- Approved

#### IV. **REPORTS**

**President's Report-** Paul Flor reporting.

- No report

**Vice President-** Christopher Halligan reporting.

- McPatchell, who attended El Camino College Council, stated they are reviewing board policies.

**Board Representative** – Jerome Evans reporting.

- Evans passed out two handouts that were discussed at Consultative Council. He stated that if we have concerns from a faculty standpoint, please forward these to Flor or Evans. He handed out the goals of committee so that we can see what they are working on. The second handout was the Compton Showcase to invite faculty to participate. Please sign up.
- Evans announced that the Compton Airport is having a job fair on May 19<sup>th</sup> as well as helicopter rides. Anyone who knows students that are interested in jobs in the aviation/technology field should encourage them to attend.

**Accreditation:** Amber Gillis reporting.

- No report

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

- Second reading of Board Policies
  - BP 4225, AP 4225, BP 4230, AP 4230, BP 4400. Flor asked if there are any questions. Motion to approve Schwitkis/Roeun. Vote taken and the motion carries.

#### VI. **NEW BUSINESS**

- First reading BP 4250 Probation, Dismissal and Readmission; BP 5010 Admissions and Concurrent Enrollment. Valdry asked if someone is below the 9<sup>th</sup> grade and would like to enroll if there is wording in the policy that handles this. Flor stated that there is wording in the board policy that states there are special circumstances. BP 5052 Open Enrollment and AR 5031 Instructional Materials and

Fees. We need to look into AR 5031 a bit further because of which classes would require this. Flor stated that we should look at these and check for wording and questions. Please forward any questions to him.

- Voting for senators- Career and Technical has reelected Pam Richardson. Humanities elected Minodora Moldoveanu, Social Sciences has elected Jesse Mills, Library Sciences has reelected Andree Valdry, and Counseling has elected Holly Schumacher. The At Large position and the adjunct representative are both still open. These will be open to everyone on campus. If there are no more nominations for the At Large position we can make a motion to certify Jerome Evans as our Senator at Large- Roeun/Schwitkis. We will need to elect our Vice President at the next meeting.

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

- AB 288 Multiple Measures- Gillis stated that the counselor meeting is tomorrow and a better update will be available then. Nothing has really changed. We will begin the trial run of multiple measures during May enrollment and this will be a good test for what it will look like and a better report can be given after we start using the multiple measures. Haynes discussed the criteria that is available for the counselors to follow. Discussion followed about our readiness to implement the new measures.
- Summer session 2019 start date. Flor stated that Dr. A was going to discuss this but she was not present. The proposal is to push back the summer session to July 1<sup>st</sup> to help admissions be able to register and enroll students under Compton Community College District. There are some scenarios that would allow us to not have to push back the fall 2019 semester. This advance notice allows faculty to plan ahead of time. Evans stated that since he is on the calendar committee what they have been discussing is that students or faculty that take classes or teach in the 8 week summer session would have no time off from the summer to the fall session.
- CCCCO DE Annual Survey- Dr. A is not here to present to discuss this.
- Curriculum Webpage- Williams spoke that the website is live and has agendas and minutes from all of the meetings. It is just missing the Curriculum Handbook.
- Flor presented that at Consultative Council a tentative budget for law enforcement was presented by Lieutenant Box. The position of Chief of Police will be budgeted by not hiring two officers and these two officers' salary will cover the chief of police salary. This is \$1.5 million yearly for all law enforcement budget. Estrada asked if the officers will be taking a reduction in pay. There will be a salary survey conducted to see if there needs to be adjustments made to their salaries. There is a probable salary reduction for the officers in the future.
- Flor stated that we will have a new decision by next Thursday on the final new funding formula from the state.

## **VIII. Events/Meetings**

- Career and Noncredit Educational Institute
- Event in Childhood Education- Anyone that is interested in teaching can attend this. May 25<sup>th</sup>. The flyer will be sent out to the faculty.
- Judy Crozier stated that Book Club was not able to meet this semester because of date conflicts so they will be reorganizing for the fall 2018. It will be the same book so that we can finish the discussion with the book and maybe move forward with a new book in spring 2019. In fall the food pantry dates will probably change to Monday and Thursday. Crozier discovered that students need food at the beginning of the week and then preparing to go into the weekend. Anyone can use the pantry- it does not have to be someone that is food insecure.
- Haynes- There will be a Job and Resource Fair Wednesday, May 16<sup>th</sup> specifically for veterans. If you would like to have a table just contact Wiggins and he can arrange that.

**IX. MOTION TO ADJOURN – Approved – 1:50 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 4250

### Probation, Dismissal and Readmission

#### Probation

A student shall be placed on academic probation if the student has earned a cumulative grade point average below 2.0.

A student shall be placed on progress probation if the student has enrolled in a total of at least twelve (12) semester units and the percentage of all units in which the student has enrolled, for which entries of "W," "I" "NC" and "NP" were recorded reaches or exceeds fifty percent.

A student shall be removed from academic probation when the student's cumulative grade point average reaches or exceeds 2.0. A student shall be removed from progress probation when the percentage of units of "W" "I" and "NP (NC)" drops below fifty percent.

#### Dismissal

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average below 2.0 in all units attempted in each of three consecutive terms.

A student who is on progress probation shall be subject to dismissal if the percentage of cumulative units in which the student has enrolled for which entries of "W" "I" and "NP(NC)" are recorded in three consecutive terms reaches or exceeds fifty percent.

#### Reinstatement

A student who has been dismissed may return to the College after "sitting out" one semester, or based on documented extenuating circumstances may submit an appeal for reinstatement. The appeal process is contained in Administration Regulation 4255.

#### Reference:

Education Code Section 70902(b)(3);  
Title 5 Section 55030 through 55034

Compton Community College District shall admit students who meet one of the following requirements and who are capable of benefiting from the instruction offered:

- I. Any person over the age of 18 and possessing a high school diploma or its equivalent.
- II. Other persons who are over the age of 18 years and, who in the judgment of the Superintendent/President or his or her designee, are capable of benefiting from the instruction offered. Such persons shall be admitted as provisional students, and thereafter shall be required to comply with the District's rules and regulations regarding scholastic achievement and other standards to be met by provisional or probationary students as a condition to being readmitted in any succeeding semester.
- III. Persons who are apprentices as defined in Section 3077 of the Labor Code.

The District may deny or place conditions on a student's enrollment upon a finding by the Board or designee that the applicant has been expelled within the preceding five years or is undergoing expulsion procedures in another California community college district, and that the applicant continues to present a danger to the physical safety of the students and employees of the District.

The District shall at its discretion, or as otherwise federally mandated, evaluate the validity of a student's high school completion. The President/CEO shall establish procedures for evaluating the validity of a student high school completion.

The District will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollments or financial aid to any persons or entities engaged in any student recruiting or admission activities or in making decisions regarding the award of student financial assistance.

Admission: Any student who is between 9th and 12th grade is eligible to attend as a special part-time student for advanced scholastic or vocational courses.

Any student who is between 9th and 12th grade is eligible to attend as a special full-time student.

Any student who is between 9th and 12th grade may attend summer session or any non- credit community services classes.

The President/CEO shall establish procedures regarding ability to benefit and admission of high school and younger students.

Denial of Requests for Admission: If the Board denies a request for special full time or part time enrollment by a student who is identified as highly gifted, the Board will record its findings and the reason for denying the request in writing within 60 days.

The written recommendation and denial shall be issued at the next regularly scheduled board meeting that occurs at least 30 days after the student submits the request to the District.

The President/CEO shall establish procedures regarding evaluation of requests for special full time or part time enrollment by a student who is identified as highly gifted.

Claims for State Apportionment for Concurrent Enrollment: Claims for state apportionment submitted by the District based on enrollment of high school students shall satisfy the criteria established by statute and any applicable regulations of the Board of Governors.

The President/CEO shall establish procedures regarding compliance with statutory and regulatory criteria for concurrent enrollment.

Reference: Education Code Sections 76000, 76001, 76038 Labor  
Code Section 3077  
34 Code of Federal Regulations Section 668.16(p) (U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended); ACCJC Accreditation Standard II.C.6

**Board Policy 5052****Open Enrollment**

Every course, course section, or class, unless specifically exempted by statute or regulation, shall be fully open to enrollment and participation by any person who has been admitted to the College and who meets such prerequisites as may be established pursuant to regulations established in Title 5, Section 55200 or local procedures developed for implementing SB 338, unless specifically exempted by statute or regulations established in Title 5, Section 58106.

The Superintendent/President shall assure that this policy is published in the catalog and schedule of classes.

The President/CEO shall assure that this policy is published in the catalog and schedule of classes.

References: Title 5, California Code of Regulations, Sections 51006, 58106 and 55200

Students may be required to provide instructional materials required for a credit or non-credit course. Such materials shall be of continuing value to a student outside of the classroom setting and shall not be solely or exclusively available from the District.

Most courses require a material/instructional usage fee. Charges vary and are subject to change. Students should consult the current schedule of classes for fee amounts, which are noted under the appropriate class description.

Material fees are due at the time of registration and are not subject to waiver.

Required instructional materials shall not include materials used or designed primarily for administrative purposes, class management, course management, or supervision.

Where instructional materials are available to a student temporarily through a license or access fee, the student shall be provided options at the time of purchase to maintain full access to the instructional materials for varying periods of time ranging from the length of the class up to at least two years. The terms of the license or access fee shall be provided to the student in a clear and understandable manner prior to purchase.

Instructors shall take reasonable steps to minimize the cost and ensure the necessity of instructional materials.

The District will publish these regulations in each college catalog.

### Definitions

"Required instructional materials" means any materials which a student must procure or possess as a condition of registration, enrollment or entry into a class; or any such material which the instructor determines is necessary to achieve the required objectives of a course.

"Solely or exclusively available from the District" means that the instructional material is not available except through the District, or that the District requires that the instructional material be purchased or procured from it. A material shall not be considered to be solely or exclusively available from the District if it is provided to the student at the District's actual cost; and 1) the instructional material is otherwise generally available, but is provided solely or exclusively by the District for health and safety reasons; or 2) the instructional material is provided in lieu of other generally available but more expensive material which would otherwise be required.

"Required instructional materials which are of continuing value outside of the classroom setting" are materials which can be taken from the classroom setting and which are not wholly consumed, used up, or rendered valueless as they are applied in achieving the required objectives of a course to be accomplished under the supervision of an instructor during the class.

### Establishing Required Materials and Related Fees

The recommended materials fee shall be reviewed by the Office of Instructional Support to ensure compliance with regulations.

The Office of Budgeting Services will submit the recommended materials fees to the Governing Board for final approval.

The lecture or laboratory faculty member will provide students with the materials covered by the

fee.

The schedule of classes, which is updated on a regular basis and available on-line, contains the most recent information regarding instructional materials fees.

References: Education Code Section 76365; Title 5 Sections 59400 et seq.

## Sharing the Information



### Scholarship Application Form for the 2018 Faculty Leadership Institute

The Academic Senate Foundation is proud to offer scholarships for faculty to attend the Faculty Leadership Institute that will take place on June 14-16, 2018 at the Sheraton San Diego Hotel. With a focus on student success, **any faculty, (including full- and part-time faculty) from all disciplines are encouraged to apply.** The scholarship awarded to the selected faculty will cover the cost of registration and hotel for two nights along with travel costs covering up to \$350 in mileage or airfare.

**Please fill out the form completely.**

Faculty Name: \_\_\_\_\_

Discipline: \_\_\_\_\_

College: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Academic Senate  
President  
Name/Email: \_\_\_\_\_

**Please answer the following questions and include additional attachments as needed.**

1. How many people from your college are currently registered to attend the institute?
2. What is your current role with your local academic senate?
3. Have you ever attended the ASCCC Leadership Institute before?
4. Provide a short (3-5 sentence) explanation of how attending the institute will help you become a more engaged faculty leader or help you transition in to faculty leadership at your campus.

Submit your completed application to: [erika@asccc.org](mailto:erika@asccc.org). The deadline to submit is May 21, 2018. Selected faculty will be notified via email approximately one week after the submission date.

*The Academic Senate Foundation is a 501(c)(3) nonprofit organization, [www.asfcc.com](http://www.asfcc.com)*

# CCCD Academic Senate Roster

2017-2018 (19 members)

## Officers:

President/ <i>Chairperson</i>	Amber Gillis (18-21)
Past President/ <i>Past Chairperson</i>	Paul M. Flor (18-19)
President-Elect/ <i>Chairperson-Elect</i>	
Vice President/ <i>Vice Chairperson</i>	_____ (18-19)
Secretary/ <i>Secretary</i>	Nikki Williams (18-19)
Curriculum/ <i>Curriculum Representative</i>	_____ (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 (18-21)

### **Health and Human Services (2)**

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

### **Humanities (2)**

Minodora Moldoveanu (18-21)  
Nikki Williams (19-20) Secretary/*Secretary*

### **Social Sciences and Fine Arts (2)**

Jesse Mills (18-21)  
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 (18-21)

### **Counseling (2)**

Holly Schumacher (18-21)  
Vanessa Haynes (18-19)  
Paul M. Flor, Past President/*Past Chairperson*

### **At-Large (2)**

Jerome Evans (18-21)  
Amber Gillis (18-19)

### **Adjunct Representatives (2)**

Mahbub Khan (18-19), *Adjunct Representative*  
\_\_\_\_\_ (18-21)