



ACADEMIC SENATE MINUTES

Thursday, May 16th, 2019 12:30 p.m. Board Room

ATTENDANCE

Senators

Visitors

Jerome Evans
Roza Ekimyan
Amber Gillis
Brent Kooiman
Kent Schwitkis
Pamela Richardson
Rajinder Sidhu
Holly Schumacher
Malinni Roeun
Andree Valdry
Nikki Williams
Harvey Estrada
Hoa Pham
Vanessa Haynes
Jesse Mills
Minodora Moldoveanu
Jose Villalobos
Stephanie Atkinson-Alston
Anthony Alaimalo

Aurora Cortez- Perez
Jasmine Phillips
Cesar Jimenez
Valerie Woodward
Susan Johnson
David McPatchell
Axa Maradiaga
Judy Crozier
Kendahl Radcliffe
Cheryl Threadgill
Essie French-Preston
Diane Collins
Gayathri Manikandan
Vanessa Madrid
Theresa Barragan-Echeverria
Katherine Marsh
Don Roach
Chris Halligan

I. CALL TO ORDER – Amber Gillis 12:39 p.m.

II. APPROVAL OF AGENDA – Schwitkis/Villalobos- Approved

H. Schumacher- Motion to amend the agenda to speak about the voting process from our last meeting added to New Business.

E. French-Preston- Add to the agenda an honors announcement.

V. Haynes- Add Guided Pathways document to New Business for 1st and 2nd read and a possible vote.

A. Gillis- Vote on an additional meeting prior to the end of the semester added to New Business.

III. APPROVAL OF MINUTES – Mills/Schwitkis- Approved

IV. REPORTS

President's Report- Amber Gillis reporting.

- Tabled

Vice President- Jesse Mills reporting.

- The ECC senate meeting was business as usual.

Board Representative – Jerome Evans reporting.

- No report

Curriculum: Roza Ekimyan reporting.

- Nursing got their approval from the Educational Licensing Committee for their new curriculum on May 9. At the last meeting, we also approved Communication 270 and Journalism 101, Math's new courses because of the AB 705 changes. These include Math 7C, 8C, 17C, 18C, and Math 80 and 180 for distance education. Our next meeting is on Tuesday and we will have 57 courses to go over. This is our last meeting and because we are coming to an end we need to have a new curriculum chair. If anyone is interested please let me know. It is currently at 30% release time, and I will only continue to do it for 40% release time. M. Moldoveanu- Is there any way that we can do the 40% release time? A. Gillis- When Roza asked Dr. Curry to increase release time, it was referred back to Academic Senate to reconfigure the release time by taking it from another senate executive board member. R. Ekimyan- That was never my intention to take release time from someone else. Discussion followed. J. Crozier- How much release time does Academic Senate have and do we need more? A. Gillis- We have 120% release time and yes we need more. We need to continue having these pressing conversations. The pushback we get is what tangibles we are producing. What I would recommend is to keep an accurate log of how many hours we are working, such as keeping a time sheet and we may be able to have a backing to be able to justify this. El Camino College is currently negotiating more release time. They have an executive board that is different from us. We want to be able to open that up. In order for us to make these claims to the district, maybe at our retreat we need to hammer out what it is that each position does and the time spent so we can give the district the most accurate portrayal of what we do. Discussion followed.

Guided Pathways- Vanessa Haynes reporting.

- No report

Academic Affairs- Stephanie Atkinson-Alston reporting.

- No report- I would like to defer my time to give the body time to read the report. A. Gillis- We are hearing a lot of feedback from faculty that students cannot register and are incurring fees. S. Atkinson-Alston- There are no fees for the summer or priority registration. If students are having trouble, they should go to the Welcome Center for assistance. Discussion followed. J. Crozier- I had a student who encountered a problem with a prerequisite even though they are finishing and they should not have this. S. Atkinson-Alston- Tell them to go to the counselor to clear it. J. Crozier- They all need to go to the counselor to clear it? C. Maruri- The system is not picking that up so they need to go to the counselor to clear it.

Distance Education- Jasmine Philips reporting.

- IEPI visit went splendidly. J. Philips read the report that was given. Summer Canvas will be nuts and bolts Canvas until we are part of the Consortium in fall 2019. Since we do not have the LMS person, we are going to ask that a possible solution for the summer is that we have only online and hybrid Canvas course shells not the on ground because we do not have the manpower and this needs to happen right now. We are still in conversations with Dr. A on how we will be moving forward. We need to make sure that Banner can talk to Canvas so that all of the students are loaded into the course shells. Discussion followed. H. Pham- Will face to face classes be getting Canvas for the fall. J. Philips- The fall should not be an issue. We cannot do the summer because we do not have the support. We suggested hiring Gema part time, but we have not heard back on this.

V. ACTION ITEMS-UNFINISHED BUSINESS

- Student Equity Plan- Bailey Smith presented the Student Equity Plan. Proposing larger college wide initiatives that will focus on the numbers we need to impact to reach our target goals. There will be some changes in processes but we want to retain the seed money for pilot projects that show that these can be developed into scalable projects to a larger group of students. Discussion followed. Email me if you have any questions or feedback. I have received some feedback during Tartar Talks. K. Schwitkis- You have provided us a draft and you want a first and second read on a draft? A. Gillis- When will we see a final draft? B. Smith- This is a working document. We can do an electronic vote. We have a Qualtrics survey system that we can use to do electronic voting. B. Smith- I will get this back to the body on May 24, 2019 after it goes through Consultative Council. Motion to view the revised copy of the Student Equity Plan and set up Qualtrics to take an electronic vote on the document. Schwitkis/Mills. Vote taken and motion carries.
- A. Gillis- 2nd read on the Professional Development Categories and Approved Flex Credit Activities list. We are not looking at the process just yet; we are just voting on this current list of activities that are approved. This is a recommendation to the District. Motion to approve the Professional Development Categories and Approved Flex Credit Activities document. Evans/Mills. Vote taken and motion carries.

VI. NEW BUSINESS

- A. Gillis- This is our Educational Master Plan 1st and 2nd read as well as the vote. This is a facelift to the Educational Master Plan to include recommendations from the Chancellor's Office and our Guided Pathways. We were asked to align our mission and goals with the Educational Master Plan. An extension has been requested. If you are not comfortable with taking a vote today, that is ok, but we will need to have another meeting. L. Sosenko- We also received some clarity on the official documentation that we have to get approved by the Chancellor's Office. I would really appreciate Academic Senate's review of the Master Plan. A. Gillis- Should we send these directly to you? L. Sosenko- Yes, we would like to get this on the next board agenda. We need to have the document finalized. Motion to accept the Educational Master Plan as a first reading Schwitkis/Mills. Vote taken and motion carries. Motion to review the document and conduct an electronic vote of a second read in 2 weeks using Qualtrics. Schwitkis/Mills. Vote taken and motion carries.
- Resolution for the retirees- A. Gills read the resolution. V. Haynes- I am excited and so very ready to move to the next stage in my life. I thank each and every one of you for all of your support. I don't know what it will be like because I have been working since I was 13. I fell in love with this campus when I got here. I have seen this school move. I am just so excited that the Counseling Department has really great counselors to replace me. I appreciate everybody and everyone. Thank you so much and I appreciate everyone of you. Special shout out to the Counseling Department, this is my family. I have been seeing them for years.
- A. Gillis- We have our tenure confirmations- Theresa Barragan-Echeverria, Katherine Marsh, Carlos Maruri, and Gary Naruwasu. Congratulations. Academic Senate will make the formal recommendation to Human Resources to confirm your tenure.
- A. Gillis- Academic Senate Meeting times. We had an emergency senate meeting in December 2018 and we approved this meeting time which was only through the spring. Motion to keep the Academic meetings at the current times. Schwitkis/Mills. Vote taken and motion carries.
- Table the discussion of the tenure reception.
- Motion to extend the meeting time Villalobos/Evans.

- Constitution clarification- H. Schumacher- I have emailed a number of people and talked to Michael Odanaka and asked the former senate Secretary to be here to get clarification and determine what the appropriate Constitution to follow is. It seems to me that Michael Odanaka put on the agenda that we needed to form a committee in order to work on the Constitution and it was always a future item that we were going to talk about and when he asked people to be on the committee, no one wanted to be on it. In speaking to Michael Odanaka on the phone it seems that he has a recollection and understanding that we did Faculty Council updates in 2014 but not the Senate Constitution; no minutes have been found that show that the Senate Constitution was brought for 1st or 2nd read or ratified. C. Halligan- Michael began putting this on the agenda in March 2014 and we started going through this at the end of February and I have been through the minutes and there is no information where we went over the Constitution and ratified it. I do have a recollection of Michael wanting to make the changes. The one week when they could have voted on it, I was out of town and Tom Norton took the minutes. Unless someone can procure the minutes that state that this was ratified and passed then we should stick with the 2011 Constitution. I think that between Michael and Paul it slipped through the cracks. I know that this had been placed on the agenda a couple of times after March so that we could go over this. I know that people have been discussing terms. We would have to suspend the term limits part of the 2011 Constitution if the body unanimously agrees without any other candidates involved. I think that we should use the 2011 Constitution. H. Schumacher- I spoke to Tom Norton and asked if he could find those minutes and he said that there was only an update to the Faculty Council by-laws and the Constitution. Tom stated that he does not have minutes for the ratification of this document. N. Williams- I want to provide a follow-up on the fact that we were under the impression that we were following the 2011 Constitution. I was the one that told the senators that the 2011 Constitution is the most up-to-date. I shared this information because I reached out in writing to our past senate president and our current senate president and said that the 2011 are very old are those the last ones and both reached out to me in writing and said that the 2011 were the most updated. This was recent, it happened in December 2018. So we have all been using the 2011 with the direction of our past senate president and our current senate president. It was a bit jarring to me when the 2014 were brought out and I as Senate Secretary asked for them to update the website and I was told that there was no newer Constitution. I know all of the senators got the email from Paul stating that no one asked for the 2014 Constitution and I want to make note that I did ask for them in writing, but I was told that the 2011 were the most updated ones. So we have been operating under the direction of both presidents to use the 2011 Constitution and it was a bit shocking that we used the 2014 ones for the election that I had not seen and were not on the website. Discussion followed about the need to update the Constitution. J. Philips- What do we do moving forward? Do we put this on the first meeting in fall? In terms of the election, what does this mean? J. Mills- As the person in charge of holding elections, this is all really concerning to me because I want to be following the rule book and I don't know which rule book to follow. After the election I went and talked to Holly and we sat down with the old Constitution and came to an agreement on how to interpret it. I then discovered that there was a newer Constitution and I have been using this as the rule book for how things should go. The rules are different depending on which Constitution you look at in terms of term limits. C. Halligan- If Amber wants to run again, you can vote to suspend the Constitution so that she can run. This would be a fair thing to do since a precedent has been set with Paul. J. Mills- How do you deal with a senate seat that does not coincide with an office? C. Halligan- You have to run for senate. N. Williams- Mine are staggered, so I have to be elected as a senator and then I can run as secretary. C. Halligan- If you do not make it as a senator, then you would have to elect a new Secretary. Discussion followed on how to proceed. A. Gillis- We also

have another problem. I was at-large and because I did not run for the at-large position because I was instructed that I would vacate my seat immediately, I don't have a senate seat to run for. So the at-large position that I vacated has already been filled by someone else, so I am not a senator. A. Alaimalo- You would be redoing all of the elections so you could run. H. Pham- Who did the 2014 Constitution and how did it come about? H. Schumacher- Michael worked on it with Saul and came up with some different language changes but it was never brought to the body for 1st and 2nd read and voting. H. Pham- Because 2014 is the latest, do we want to do a 1st and 2nd read and go with that? H. Schumacher- It still needs to be worked on by the body. A. Gillis- That is why in my President's report at the last meeting I recommended that one of our big items at the senate retreat is to work on the Constitution and By-laws and to get clear so that way moving forward we can have them. Discussion followed. Motion to use the 2011 Academic Senate Constitution. Villalobos/Estrada. Vote taken and the motion passes. Abstention- Jesse Mills. Motion to redo all spring 2019 senate elections. Villalobos/Schumacher. Discussion followed. Amendment to the motion to read: Redo spring 2019 Academic Senate elections for at-large, adjunct, and executive board positions. Villalobos/Schumacher. Vote taken and motion carries. J. Philips- what is the process for voting? Is it secret ballot? J. Mills- It is by secret ballot, so I will bring a box. H. Schumacher- The nomination process happens first and are ballots going to be made? How will that process be? Generally, you do nominations and at the next meeting the ballots are already made. A. Gillis- Is that what's in the Constitution? We would have to verify the process and make sure that we are following what it says. J. Mills- The Constitution does not say how, it just says that it will be by secret ballot and I am ok with doing it with pieces of paper that we can fold in half. A. Gillis- Maybe that this is something that we can hammer out in the fall. Our first meeting is September 5th. Motion to conduct the spring 2019 elections on May 30, 2019 by secret ballot Schumacher/Estrada. Vote taken and motion carries. Motion to have an emergency meeting on May 30, 2019 at 12:30 Schumacher/Evans. Vote taken and motion carries.

- A. Gillis- The recommendation is to take the Guided Pathways Self-Assessment as an informational item. Motion to approve the Guided Pathways Self-Assessment to be moved and accepted as informational. Evans/Sidhu. Vote taken and the motion carries.

A. Information- Discussion Items

- A. Gillis I will send out some AB 705 student placement and multiple measures documents.

B. Events/Meetings

- Transition Celebration on May 30, 2019.
- Commencement on June 6, 2019.
- Essie French Preston- I will be coming to your division meetings to get one representative from each area to sit on the honors committee. We will be meeting in August so I just want to get names of faculty who would like to participate in this.
- J. Evans- Vanessa Madrid, our art teacher, is holding the student art show. Please share this with your students and do your best to support this activity.
- H. Pham- The Division has a Science Symposium on May 23rd on from 11-1. May 23rd from 9-11 Early Childhood Education STEAM
- Nursing Department are honoring Wanda Morris from June 1st. They are having a going away function for Wanda Morris. I will send this information to Amber.

MOTION TO ADJOURN – Approved – 2:37 p.m.