



Academic Senate Minutes

Facilitator: Amber Gillis, President

Recorder: Nikki Williams, Secretary

Date: October 17, 2019

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

Location: Boardroom

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.

ATTENDEES:

- | | | |
|---|--|--|
| <input type="checkbox"/> Estrada, Harvey | <input type="checkbox"/> Mills, Jesse | <input checked="" type="checkbox"/> Schwitkis, Kent |
| <input checked="" type="checkbox"/> Evans, Jerome | <input checked="" type="checkbox"/> Moldoveanu, Minodora | <input checked="" type="checkbox"/> Sidhu, Rajinder |
| <input checked="" type="checkbox"/> Gillis, Amber | <input checked="" type="checkbox"/> Pham, Hoa | <input type="checkbox"/> Thomas, Shirley |
| <input type="checkbox"/> Khan, Mahbub | <input type="checkbox"/> Richardson, Pamela | <input type="checkbox"/> Valdry, Andree |
| <input type="checkbox"/> Kooiman, Brent | <input checked="" type="checkbox"/> Roemun, Malinni | <input checked="" type="checkbox"/> Villalobos, Jose |
| <input type="checkbox"/> Maruri, Carlos | <input checked="" type="checkbox"/> Schumacher, Holly | <input checked="" type="checkbox"/> Williams, Nikki |

AGENDA:

- 1) **Call to Order-** 12:46pm Amber Gillis
- 2) **Approval of Agenda-** Evans/Schwitkis
- 3) **Review and Approval of Minutes from October 3, 2019 Meeting-** Schwitkis/Villalobos
- 4) **Reports**
 - a) **President’s Report-** Amber Gillis
Annual certification- We did not need to get it last year while we were still connected to El Camino College. We approved this at the Senate E-board meeting and it was signed. This had to go back to the Chancellor’s Office last week and needed to make the board meeting because this had a due date of the 18th. There is a Credit Cooperative Work Experience Plan that needs to be worked on for the college. S. Atkinson-Alston- None of these courses are associated with a degree or certificate. Those classes are just an option. The plan is under revision for Compton.
 - b) **Vice President’s Report**
No report
 - c) **Faculty Board Representative Report-** Jerome Evans
Thank you all for your participation in our annual Latino Heritage Book Fair. We raised \$978 for this season. Thank you all for being so gracious in your donations. I would like to give a special shout out to Axa Maradiaga, Aurora Cortez-Perez, Susan Johnson, and Susan Gilmore. They helped to man the book fair and organize the books. We will be doing this again in February and March and I am sure I can depend on you then.
 - d) **Academic Affairs Report-** S. Atkinson-Alston
We are taking a look at the Vo-tech building to revamp VT 212A as the Distance Education Technology room. The second 8 weeks begins on Saturday. If you are finishing the first 8 week classes make sure you are preparing to submit your grades. I will come up with a short list of things that you all need to submit in hard copy format. You need to submit grades and attendance online and you should keep hard copies for your records. There are supposed to be three grades that you submit, not just a final grade. J. Philips- What about online attendance tracking? Can you clarify what you want us to do? A. Gillis- We were told by Barb that online should not be taking attendance. We need clarity on this especially for audit purposes.

S. Atkinson-Alston- We may be able to request that to be able to do this. Discussion followed. A. Gillis- We should start collecting a list of items that we have problems with and we need help with. Flex Reporter does not have all of our Flex Day attendance. S. Atkinson-Alston- Send Nelson Shirota any issues you have with your flex hours.

e) Accreditation Report- S. Atkinson-Alston

We are preparing for our mid-term report and we need continue to collect evidence. If you are on a writing team please make sure that you are collecting evidence for the report. Our first draft is due in December but I need something to write from. We need to know what the updates are.

f) Curriculum Report

No report

g) Distance Education Report- Jasmine Phillips

We have our new LMS Specialist Allister Cady. We will be working with Gema and Dr. A to make sure that he is trained. We have only 7 spots left in our Accessibility Course. This is a 4 week online course with the CVC-OEI. If you teach on ground and you want a Canvas course shell you will need to be accessibility trained. Get the word out about that. We have our FCRC and DEAC meeting next Tuesday. We have our professional development Can-innovate on October 25th. We will be hosting a viewing room and have Chipotle as lunch.

h) Faculty Development Report

Our next Faculty Development Meeting is on October 29 from 1-2 and anyone is welcome to attend. We still need participants from Counseling, Nursing, and Social Science. One of the discussion we will conclude is if we want to have Felicia Darling as our Spring Flex presenter or if anyone has other suggestions. We just need this information quickly. You can email me or tell anyone who is on the committee. There is another presenter, Corinne Hoisington that we can look at. She is very DE oriented and did augmented reality in the classroom and online and is using VR online and in the classroom. Dr. Curry asked me to ask Senate about book club getting a budget. Faculty Development needs a budget so that the book club can buy books for the members so that we can read books and decide if we want to read it campus wide. The idea behind this is that we need to have a process in place so that there is always funding in place. Discussion followed. Real College Conference- There is one in Oakland on December 4-5 and the next national one is at Rutgers in October 2020. There is Real College survey. Please do this. Book Club is on Friday October 25th. I have one more book left if anyone would like to join book club.

5. Unfinished Business

A. Gillis- Enrollment Management Plan Outline- Second read. Did anyone provide Elizabeth with any recommendation or changes? S. Atkinson Alston- Each number on the plan was assigned to members and they were tasked with reaching out to people to get information or feedback. K. Schwitkis- Are the requirements for the plans accessible? S. Atkinson Alston- It is probably in the OneDrive and we can ask for access. Discussion followed. A. Gillis- What they would like us to do is provide any additional feedback and vote to approve the document. We can vote on the document or we can table it and provide further feedback. There needs to be greater detail in each particular area because we are not comfortable with what each line means. Motion to suspend the vote on the Enrollment Management Plan Outline until November- Schwitkis/Evans. Vote taken and the motion carries.

A. Gillis- BP 7120 second read. The policy is written as legally required. Human Resources followed the recommendation and requirements for what was needed and required by law. We should be looking at this just from a faculty lens. There are other constituency groups that are looking at this. Discussion followed. Motion to Approve BP 7120- Schwitkis/Moldoveanu. Vote taken and the motion carries.

6. Actionable and Discussion Items

- a. First Read: BP 3715 Intellectual Property- It is very thin and I want to bring this forward to you as it is currently written. There are some problems that are here. There is reference to an Administrative Regulation that we do not have, so we need to write the matching AR to go with it. H. Pham- What do you mean by intellectual property? A. Gillis- I looked at El Camino's and I think it would be helpful if we define what this is. Discussion followed. Please take this back to your constituents and have them take a look to provide feedback.
- b. First Read BP 2520 Academic Senate- This is in your packet. I started making some changes. We have our standard board policy which has been in place for a long time. I want to clarify some information and bring in some language from another BP 2510. Please take a look at it and provide Minodora or myself with any feedback. We will bring it forward for a second read and vote at our next meeting. Discussion followed.
- c. Minimum Qualifications Adoption- Process- At our E-board meeting we talked about minimum qualifications in terms of process. Has anyone talked to your constituents about this? I think we are leaning towards adopting the state minimum qualifications. This is going to be an ongoing process.
- d. First Read: Program Mappers Process- We have been asked to work on program maps for the last 2 years. It

has been going back and forth that the program maps are not accurate. These are very important because this is what we will use to develop schedules and plan courses for the next few years. This needs to be accurate so that students will be able to get through their programs in a timely manner. We had a meeting 2 weeks ago to look at writing out that plan. Dr. Curry is asking the senate to take a look at the plan in the packet and provide feedback. Discussion followed. H. Schumacher- If there is tweaking, who is it that should do this? A. Gillis- This is what the process will entail. The faculty and Guided Pathway counselors will be making these adjustments. These maps are owned by faculty. These are something that should be in constant review. They are live maps that the students will use to select classes and the college will use to create semester schedules. Discussion followed. We are looking to approve the maps and get all faculty to sign. This is a first read so take a look and provide me with some feedback.

e. First Read: Human Development Minimum Qualifications- A. Gillis- This was done well. If we have any recommendations please send this to Jasmine Phillips or Roza Ekimyan.

7. Information Items

- a. Annual Curriculum Approval Certification

8. Announcements

9. Future Agenda Items

10. Adjournment- 2:09pm

Next Scheduled Meeting: November 7, 2019 at 12:30pm
Boardroom