



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans October 1, 2020

Present: J. Aramburo, L. Audusseau, J. Baumunk, D. Breckheimer, W. Cox, R. Dreizler, C. Gold, D. Gonzales, A. Grant, G. Greco, E. Gutierrez, J. Gutierrez, A. Hernandez, L. Justice, S. Kunisaki, S. Kushigemachi, M. Lemons, S. Marble (ASO), C. Martin, K. Martinez, D. McClelland, R. Miyashiro, W. Morris, N. Oliva, D. Patel, C. Preston, B. Price, V. Rapp, I. Reyes, R. Serr, J. Shankweiler, K. Sundara, G. Toya, V. Unda, G. Valle

Guests: J. Simon

1. INFORMATION

Notes of September 17, 2020 - Approved as written.

2. DISCUSSION/ACTION

A. Facilities Update:

J. Gutierrez gave a brief overview of the current projects on campus.

B. PBC Report: A. Grant provided an update:

9/17 meeting: Discussions included the nature of PBC and ideas for making PBC more participatory. Nuventive is being updated; however, Academic Affairs is not affected until 2022-23.

C. ASO Report: S. Marble provided an update:

ASO is encouraging all students to participate in the Ballot Bowl; a friendly competition between community colleges to engage students in the democratic process and encourage students to register to vote. S. Marble posted a link in the Zoom chat where students can register to vote and be counted in the Ballot Bowl using the unique URL <https://registertovote.ca.gov/?t=s>. Inter-Club Council (ICC) is inviting all students to attend the California Community College Student Affairs Association 2020 Virtual Student Leadership Conference on October 2. This conference focuses on personal, professional and leadership development through workshops and the opportunity to network with other students and professionals from all 116 California community colleges. The keynote speaker for the event is Adam Steltzner, NASA's chief engineer for the Mars 2020 Mission. The Men of Color Conference is holding a Vote, Voice and Revolution movement for the month of October, beginning October 2. The conference is free for California college students and will feature leadership and wellness workshops, community-based resources, keynote speakers, and a limited number of \$50 student grants. S. Marble posted links to the application (www.cccsaa.org/2020-student-leadership.html) and flyer (https://docs.google.com/forms/d/e/1FAIpQLSdj-amQmCwBxr38Z-Ut3_1NQ4-NF5dGQANJIMCEPsdVLuasw/viewform) in the Zoom

chat. Open ASO Senator positions: Fine Arts (1), Health Sciences and Athletics (1), Humanities (2), and Natural Sciences (1). Open ASO Division Council Member positions: Behavior & Social Science (1), Business (2), Fine Arts (2), Health Sciences and Athletics (2), Humanities (2), ITEC (1), and Natural Sciences (2).

D. Academic Senate: D. McClelland provided an update:

Next Senate meeting is 10/6. Senate is changing the introduction process for dean representatives. Prior to the meeting, deans will receive a reminder email from Secretary Rocio Diaz along with a set of questions and a request for a picture. Counselor's Corner is going well and generating conversations. D. McClelland asked that if Council members know of any practices faculty are doing to help students, to please forward those to herself or J. Shankweiler to include in the best practices list. Working on plans to share this information on Spring Flex Day so faculty can read about best practices and strategies from their colleagues. Topics for the next Senate meeting will include a discussion on how faculty can better serve SRC students in the virtual environment; a proposed resolution calling for mandatory equity professional development for all ECC faculty; first reading of the new BP/AP 4235, Credit for Prior Learning; and a first reading of Guidelines on Enforcing Student Health & Safety in the Classroom.

E. Class Size Determination Process:

J. Shankweiler reviewed onscreen the Class Size Determination Process. She noted that the College Curriculum Committee may be moved up in the process to follow Division Load. The process will eventually be put into a form. A question was asked if a division can only apply for a change in class size when a course is up for review. J. Shankweiler stated that she will check with J. Young for clarification on when a course is due for curriculum review. Under the Course Class Size Determination, a suggestion was made to change #2 to **California** Community Colleges and to add class and division on the form. J. Shankweiler will make the noted changes and send the document to the Division Load Committees for review and comments.

F. Academic Technology Needs & Guided Pathways:

J. Simon advised the deans that funds are available through Guided Pathways (GP) to support academic technology needs. She noted that the GP funding is not ongoing. She reviewed onscreen a list of considerations that should be taken into account when requesting funds. An application form is being created and will be sent to the deans; requests will be due by mid-November. J. Shankweiler suggested adding "How many students will this affect?" to the considerations. A question was asked if software will also be considered for funding. J. Simon answered that software can be purchased using GP funds for initial purchase and training; however, since funding is not ongoing, continued expenses would need different funding. A question was asked regarding the consideration of fees for students? J. Simon responded that they do not encourage fees to students, only to consider if there is a cost to students when choosing the technology. Along with the application form, J. Shankweiler suggested that J. Simon include a list of guidelines for how the decisions to fund will be made.

G. Accreditation Visit Observations:

J. Shankweiler announced that the Accreditation Exit Interview will be held on October 1 at 11:00 a.m. She thanked those that participated in interviews, meetings, and forums with the Accreditation Team. She noted that the Accreditation Team is looking for regular and substantive interaction (RSI) with online courses. Due to the current and future online situation, further discussions may be needed at division meetings to educate and encourage faculty-initiated interaction with students. It was noted that if a course is deemed not to be RSI compliant, it becomes ineligible for Title IV financial aid and the college may have to pay back Pell Grants or any loans disbursed. V. Unda noted that IRP (Institutional Research & Planning) was asked many questions regarding disaggregated data and how it is used and the connection between the data and actions implemented. Discussions ensued regarding the definition of RSI, the unwillingness of some faculty to engage in RSI, and the problems that students are experiencing as a result. C. Martin advised that AP 4105, Distance Education, is being revised with language concerning what must happen for RSI and includes Live Online synchronous courses and DE certification maintenance. A discussion ensued regarding how to monitor faculty on a regular basis that is not during an evaluation cycle. Suggestions included DE spot checks, encouraging Canvas usage, posting a list of faculty that have committed to RSI, support groups to help faculty build best practices and practical approaches, and brown bag/lunch & learn events.

3. OTHER

Announcements:

J. Aramburo: Upcoming events: 11/20 - ECC Movie Night "Black Panther" at the Radium; free for all prospective students and their families; 1/20/21 – Annual College Night (virtual).

4. NEXT MEETING

Council of Deans – October 15, 2020; 8:30-10:00 a.m.; ZOOM