



## EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

### NOTES – Council of Deans December 17, 2020

Present: J. Anaya, J. Aramburo, L. Audusseau, J. Baumunk, D. Breckheimer, R. Christophersen, R. Dreizler, C. Gold, D. Gonzales, A. Grant, G. Greco, M. Guess, A. Hernandez, L. Justice, S. Kunisaki, S. Kushigemachi, M. Lemons, C. Martin, K. Martinez, D. McClelland, R. Miyashiro, A. O'Brien, D. Patel, C. Preston, B. Price, V. Rapp, I. Reyes, R. Serr, J. Shankweiler, K. Sundara, G. Toya, V. Unda, G. Valle

Guests: T. Bailey, A. Sala, J. Simon

#### 1. INFORMATION

Notes of December 3, 2020 - Approved with the following amendments:

2.C. ASO Report: “The initiative to purchase **Campus Labs Engage, a student engagement platform**, ~~School Management Information System~~ was approved by the Board and will be implemented next academic year. This online **software** platform creates a central hub for all clubs and activities at ECC that allows students to track their commitments and achievements. ASO is also working on initiatives to help support small businesses, both local and student led. The Warrior Pantry will be open through 12/10 and closed during winter break. **It will reopen for Winter Intersession on January 5.** Students who were enrolled in fall, or enrolled for winter or spring semester, are eligible to receive services from the Warrior Pantry. The Warrior Pantry participated in a Thanksgiving event which provided free turkeys and groceries to students and community members and served over 454 people.”

2.D. Academic Senate Report: “The Outstanding Part-time Faculty Member of the Year Award was presented **to Brittany Hubble.**”

#### 2. DISCUSSION/ACTION

A. Facilities Update:

No report.

B. PBC Report:

A. Grant reported that PBC has not met since the last report.

C. ASO Report:

P. Abraham relayed that ASO is on break and does not have any new information to report.

D. Academic Senate Report:

D. McClelland reported that Academic Senate has not met since our last meeting. She announced that Spring Professional Development Day will be held on Wednesday, February 10. In addition to faculty, students and classified staff are encouraged to attend. There will be two sessions: morning and afternoon. The afternoon session will be geared toward classified staff and will include keynote speaker Dr. Daniel Solorzano, who will speak on microaggressions. She announced that the Guided Pathways Winter Summit will be held on February 9 and noted the theme for the summit is centered on being a Guided Pathways agent of change.

E. CSU and Ethnic Studies:

C. Gold announced that a new law was passed which will require incoming CSU students in fall 2021 to complete a 3-unit ethnic studies class as part of their GE requirement. El Camino is preparing for the new CSU Ethnic Studies graduation requirement by diversifying our ethnic studies offerings and ramping up the number of sections. C. Gold shared onscreen a document showing the added GE requirement under "Area F" that would include classes in one of four ethnic studies disciplines: Native American studies, African American studies, Asian American studies or Latina and Latino studies. To compensate for the extra 3-unit GE requirement, 3 units were taken from the social science requirement. R. Miyashiro added a link in the chat to the updated CSU GE requirements at <https://calstate.policystat.com/policy/8919100/latest/>

F. Block Schedule:

J. Shankweiler shared onscreen the updated block schedule document. She noted that the deans are working on implementing the schedule for fall 2021. It was noted to use the 8:00 a.m. start time document.

G. BP/AP 4260 Prerequisites and Corequisites:

J. Shankweiler shared onscreen BP 4260 and AP 4260. D. McClelland noted that no changes were made to the BP; date reviewed will be added. D. McClelland then reviewed the changes to the AP. She noted that it was recommended that the section for establishing prerequisites and corequisites for the review of individual courses be moved to the Curriculum Handbook; J. Shankweiler will verify with L. Plum. A discussion ensued regarding the challenge process, the definition, and the procedure for reserving a seat for a student until the challenge is resolved. It was noted that the same language appears in the CCLC template. Title 5, section 55003 was shared onscreen in order to review the grounds for challenge. For clarification, it was agreed to add under section 2.B.1., per Title 5, the six criteria for a challenge. BP/AP 4260 were approved to move forward to Academic Senate.

H. Guided Pathways Summit Scholarship Proposal:

T. Bailey announced that the Guided Pathways Winter Summit will be held on 2/9/21 from 10-2:30p. The theme for the summit is "How am I an Agent of Student Success?" and will target all audiences including faculty, staff, management, and students. Guided Pathways is proposing that \$500 scholarships be established to help cover the

cost of textbooks, materials and supplies for a student within each meta-major and to award the scholarships at the Winter Summit. As individuals rsvp for the summit, they will be asked to select a meta-major they would like to support. Each attendee at the Winter Summit will represent a student within the meta-major they selected. A drawing will be held, and each attendees name will be entered, along with their associated meta-major and student they represent. In order to fund the scholarships, Guided Pathways is requesting that each dean contribute funds from their foundation accounts. A. Sala confirmed that every division has a foundation account, some divisions have two or three, with enough funds to do \$500 scholarships for spring. She agreed that using the foundation accounts would be a great way to help students. A discussion ensued among divisions with multiple foundation accounts over concerns that the appropriate department account be used to fund the scholarship and the fact that faculty is on winter break and not available to weigh in. A. Sala confirmed that they will work together with any divisions with multiple accounts to ensure the correct account is used. T. Bailey noted that they are seeking one scholarship per meta-major; however, a division can award more if they so choose. A. Sala suggested using leftover OSHER Scholarship funds to help fund the Winter Summit scholarships and noted that only California Promise Grant students qualify.

### **3. OTHER**

#### Announcements:

- A. C. Martin: Due to rising COVID-19 cases, laptop distribution will end on 12/18 and resume on 1/4. An email update will be sent out notifying students, faculty and staff of the new dates. A discussion ensued concerning faculty needs for internet hotspots. It was noted that the CARES Act includes funding for technology needs for both students and educators. J. Shankweiler will add this topic to the Board agenda for discussion. C. Martin noted if faculty need to research challenges made by students to retake exams, contact Gema Perez to verify a student's claim on Canvas. Ryan Martinez is also available to assist faculty with Canvas.
  
- B. J. Aramburo: Upcoming targeted registration assistance events: December 17, December 21, January 13, January 21, January 25-29, and February 1-5. The events will offer virtual assistance to students for spring registration on these dates. Assistance is also available daily on the website through the Virtual Information Desk or by appointment by visiting the Warrior Welcome Center.

### **4. NEXT MEETING**

Council of Deans – January 7, 2021; 9:00-10:30 a.m.; ZOOM