



## EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

### NOTES – Council of Deans

June 17, 2021

Present: J. Anaya, T. Bailey, D. Breckheimer, R. Christophersen, W. Cox, R. Dreizler, C. Gold, D. Gonzales, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, S. Kunisaki, S. Kushigemachi, M. Lemons, C. Martin, K. Martinez, J. Miera, R. Miyashiro, W. Morris, A. Moutra, N. Oliva, D. Patel, B. Price, I. Reyes, R. Serr, J. Shankweiler, J. Sims, K. Sundara, G. Toya, V. Unda, G. Valle

#### 1. INFORMATION

Notes of June 3, 2021 - Approved with the following amendment:

F. Guided Pathways – HUM and BSS MyPATH Partnership:

“C. Gold shared onscreen a PowerPoint presentation on the myPATH partnership with Humanities and Behavioral & Social Sciences (BSS). The goal of myPATH is to support students that are not in a cohort. She noted that 66% of BSS students are not in a cohort and 35% **of non-cohort students** have not completed a Comprehensive Ed Plan.”

#### 2. DISCUSSION/ACTION

A. Facilities Update: No report

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

6/16/21 meeting: I. Ingram reviewed the 2021-22 tentative budget. ECC ended the year with approximately 15,000 earned FTES, which is about 3,000 less due to the impact of COVID-19. This fiscal year ended with a higher ending fund balance than expected due to lower expenses and COVID funding. The 2020-21 estimated ending fund balance is \$52.5 million, compared to the 2019-20 actual ending balance of \$34.2 million. I. Ingram recommends that the college keep two months of expenses in reserve. V. Unda presented a second reading of the PBC charter and reviewed the 2020-2023 Institutional Goals Report. The report looked at different metrics and disaggregated groups by African American, foster youth, veterans, and disabled students. Most of the disaggregated groups completed English and Math in the first year and a lower percentage of students withdrew from one or more classes than the goal. Few groups met the goal for attainment of a living wage after leaving ECC. Recommendations were made to improve outcomes.

C. ASO Report: A. Moutra provided an update:

ASO's Krispy Kreme fundraiser ended last week and those who purchased donuts should have received their voucher via email on 6/11. ASO had their end-of-the-year virtual banquet on 6/14 and will not be resuming any formal meetings until mid-July. Applications for open ASO positions will be available to students next week. A. Moutra

will share the application link once it's available. Current ASO members discussed how they felt about online classes, there were more likes than dislikes. Students said that they liked online classes because they could learn at their own pace, it saved time, and it was easier to manage school, personal life and work if students had jobs. Unfortunately, because of the online environment, students missed the social interaction in class and going outside, had problems with Wi-Fi, and suffered from Zoom fatigue. Students reported that it was difficult to create study groups with fellow students and some home environments made remote learning difficult. Students suggested that more online classes should be offered at ECC than were offered before the pandemic because some students may not be vaccinated, and many people are more accustomed to online classes now and it would allow for more flexibility and potentially higher enrollment. Offering both online and in-person courses would show where the demand is for a particular course format. Lastly, students were worried that transferring mid-semester might become an inconvenience and shock many students and that they should probably wait until winter semester. G. Toya added that a few senator positions are still available. He will notify the deans which divisions have an opening. Please tell faculty to encourage any students who may be interested.

D. Academic Senate Report: No report.

E. Personal Success Plans for Guided Pathways:

T. Bailey announced that Guided Pathways is partnering with Marketing and Communications to help create one-minute informational videos that will be sent out weekly, via email, to all ECC employees and students, starting in the fall. Over the summer, different areas on campus will be selected to record a one-minute video message. T. Bailey shared onscreen a sample list of groups. In the coming weeks, she will reach out to the different areas to discuss the content, title, and featured presenter of the videos. Members suggested including messages related to cultural events on campus and to contact the Student Equity Advisory Council (SEAC) for more information on these events.

T. Bailey shared onscreen a presentation on Personal Success Plans (PSP). She noted this is a partnership between Guided Pathways and ECC Connect to implement PSP for students. The main goals of the Success Plan are to:

- Guide – Assist in creating informed consumers
- Support – Connect and close gaps
- Empower – Knowledge and experience is power

The Success Plan allows students to get tailored support, resources and information. The plan leverages the abilities of ECC Connect and Federal Work Study students and will provide student incentives for specific actions. ECC Connect includes two types of tracking, To-Do's and Referrals, which can be combined with the Success Plan to help guide student actions or direct a student to complete a set of activities. The timeline for implementation is fall 2021. A discussion ensued regarding ECC Connect and improving ease-of-use through training and program settings. Effectiveness and duplication of effort were other areas of concern regarding ECC Connect.

F. Enrollment & Contract Errors Related to Course Builds:

J. Shankweiler reported that some courses are not showing any FTES on the Enrollment Report, even though the class is full. After more research, it was found that it was a result of the way the classes were built. The issue stems from classes being rolled over, semester after semester, which also causes problems with registration and contract issues. J. Shankweiler suggested developing a plan for rebuilding courses, rather than rolling them over. She recommended forming a taskforce and seeking help from ITS. C. Martin noted that rolling over causes courses not to populate in Canvas and is problematic with ZTC markings. A discussion ensued regarding a timeline for starting the project. J. Sims asked for volunteers for the taskforce.

G. Adjunct PD Payments:

J. Shankweiler advised that a copy of the adjunct Professional Development Flex Payments was sent out earlier in the week. She shared onscreen a copy of the payment spreadsheet. A request was made to add the divisions to the spreadsheet. J. Sims noted that the maximum paid is for 3 hours per semester. The request for payments will be sent to Payroll.

**3. OTHER**

Announcements:

J. Shankweiler: For summer/fall, each division should coordinate and handle their own distribution of copy materials for students.

**4. NEXT MEETING**

Council of Deans – July 1, 2021; 9:00-10:30 a.m.; ZOOM