



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – AREA COUNCIL

May 12, 2020

Present: B. Giles, E. Matykiewicz, M. McMillan, A. Minasian, Z. Murdock, L. Pelayo, J. Rapoza, I. Saucedo, J. Shankweiler, D. Thompson

Guests: A. Simon (for R. Galbavy)

I. INFORMATION

- A. Notes of November 12, 2019: Approved with the following correction:
 - E. Division Reports - Natural Sciences: “Adding supplemental instruction sessions for the spring; ~~Business~~ **Physics** 1A.”

II. DISCUSSION/ACTION

- A. Making Decisions Document:

J. Shankweiler shared onscreen a draft of the Making Decisions document. She provided an overview of the document and noted that minor changes were made to the wording on the Statement of Values. She reviewed the description of Area Council and suggested that more classified staff participate in Area Council meetings. A typo was noted in the Area Council description, “The Academic Affairs Area Council, created in 1992, ~~facilitates~~ **facilitates** communication . . .” A suggestion was made to add OER (Open Educational Resources) to the Advisory Committees’ section. Comments regarding the document will be forwarded to Dr. Maloney.
- B. Accreditation Report (ISER):

J. Shankweiler reviewed the report and noted that it is very close to completion. A link to the draft can be found on the Accreditation webpage. The report will first go to College Council and then to the Board in June and July. Any comments or suggestions concerning the report would need to be submitted by the beginning of June. A. Simon noted that under student groups, LGBTQIA+ and First Generation are not listed. J. Shankweiler will check the guidelines to see if those groups can be added. The virtual team visit is scheduled for September 28 – October 2.
- C. Summer and Fall:

J. Shankweiler announced that due to the COVID-19 pandemic, the majority of summer classes will continue to be online. Students can check for class schedules using the searchable online schedule and/or the Schedule Builder tool. Students will need to check the notes section for each course to verify if the course is synchronous or asynchronous when scheduling. With experts forecasting a second wave of COVID-19 outbreaks, fall semester is also expected to be delivered remotely. A question was asked if there is a

plan for when we return to campus. J. Shankweiler responded that a plan for returning to campus is currently being drafted and will include information on required PPE (Personal Protective Equipment) and guidelines for cleaning campus buildings. She noted that, with permission from the Los Angeles County Department of Public Health, El Camino College's Fire Academy, Emergency Medical Technician, Peace Officer Standards and Training, Respiratory Care, and Radiological Technology programs will be allowed to return to campus as these programs meet the State of California's definition of "essential workers."

D. Division Reports:

ASO Report: I. Saucedo provided an update:

ASO elections are coming up and candidates are using Instagram for their campaign platform. Students will be able to vote May 18-20. 5/12 Candidate Zoom Forum at 2:00 p.m. The Zoom link to the forum is available on the ECC Instagram page.

Behavioral & Social Sciences: A. Simon provided an update:

The Guided Pathways Success Team and SLO Committee continues to hold meetings.

B. Knapp has been working very hard on curriculum. Dean Gold continues to hold College Council and division meetings. BSS User Group is choosing furniture for their new building.

Business: B. Giles provided an update:

New hire, Koda Kol, to start in the fall for CIS (Computer Information Systems) to teach Cloud Computing and Cyber Security. The Accounting Department was approved for new certificates in Tax and CPA Track.

Classified: L. Pelayo provided an update:

Cleaning out older titles from the catalog and making sure that the call numbers display properly.

Fine Arts: No report.

Health Sciences & Athletics: J. Rapoza provided an update:

The division is working on plans to resume skills training and conditioning once campus reopens. Athletics is showcasing the athletes that are signing on to 4-year schools, as well as the academic student transfers. J. Shankweiler announced that Rad Tech reported a 100% pass rate on the certification exam and were also re-accredited.

Humanities: D. Thompson provided an update:

Division continues to hold department meetings. Faculty were surveyed to identify if they plan to teach synchronously or asynchronously and on which days.

Industry & Technology: E. Matykiewicz provided an update:

Demand expected to increase for CTE certificate programs since the unemployment rate in L.A. County has increased. Looking at short term programs to gain employment skills.

ITEC expects to have low enrollment in programs until normal scheduling resumes on campus. Division is searching for online lab resources in order to transition some labs to online and virtual and investigating how to teach noncredit courses.

Library Learning Resources: M. McMillan provided an update:

LLR working to support faculty and student needs. A virtual chat is available until midnight to help students with research and answer general questions regarding registration, refunds, financial aid, etc. LLR working to get more content for faculty. A new video streaming database was recently added with over 60,000 new titles, as well as access to 150,000 new eBook titles for students. The bulk of online content can also be integrated into Canvas. Divisions are encouraged to try out the new trial databases sent to them and provide feedback.

Mathematical Sciences: A. Minasian provided an update:

Counseling and Mathematics are collaborating on how to better place students without the use of placement exams. A self-examination for each math course was created for students to test themselves in order to determine if they have the skills necessary to successfully complete the course.

Natural Sciences: Z. Murdock provided an update:

Recipients of the Academic Achievement and Presidential Scholar Awards were selected. Currently, the department is gathering volunteer faculty to establish a biotech program. The STEM meta-major success team has been meeting regularly on Mondays. Onizuka Science Day was held this year but with limited capacity due to the COVID-19 pandemic. For the astronomy and physics students, the department has created a discord server, similar to SLACK, where students can interact, share and help each other. The platform has been very successful and will most likely continue even when we return to campus. It's been a positive way for students to interact digitally when they can't meet physically.

III. OTHER - Announcements

A. 5/21: Virtual Townhall Meeting

IV. Next Meeting: November 10, 2020; 1:00 - 2:00 p.m.; TBA