



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans

March 3, 2022

Present: J. Anaya, M. Arthur, J. Baumunk, D. Breckheimer, R. Christophersen, W. Cox, R. Dietz, C. Gold, D. Gonzales, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, J. Hu, K. Iino, J. Joy, L. Justice, S. Kunisaki, S. Kushigemachi, M. Lemons, C. Martin, K. Martinez, D. McClelland, J. Miera, R. Miyashiro, A. Moutra, N. Oliva, D. Patel, B. Price, V. Rapp, I. Reyes, R. Serr, J. Simon, J. Sims, K. Sundara, G. Toya, V. Unda, G. Valle, I. Zugic

Guests: B. Thames

1. INFORMATION

Notes of February 17, 2022 - Approved as written.

2. DISCUSSION/ACTION

A. Scheduling to Demand:

President Thames reminded the Council of Deans that scheduling should be according to student demand. J. Sims noted that deans have done their best to open online classes based on demand and waitlists where faculty is available and capacity allows. While the guidance has been set at 50% on campus and 50% online, it was suggested that each division schedule classes according to their own individual student demands, as opposed to an overall percentage goal for the college to meet when registration begins. President Thames also cautioned that there is current legislation being considered to mandate 50% on campus.

B. AFT Update: K. Iino provided an update:

A reminder was given to the divisions to submit their Reemployment Preference List (RPL) to K. Iino, if they have not already done so. A link to the AFT agreement with information regarding the RPL was posted in the chat at: <https://aft1388.org/wp-content/uploads/2020/12/RPL.pdf>. If there are any questions, contact K. Iino, who is filling in for J. Baranski while on sabbatical.

C. ECCE Update: No report.

D. Facilities Update: No report.

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

2/17/22 meeting: Discussions focused on the PBC Charter, membership, goals, roles, responsibilities, and messaging. Annual plans and budget requests in Nuventive are due by April 15. Budget requests will now go through PBC and will include one-time funding, ongoing funding (budget augmentation) and equipment replacement cycle.

Full-time faculty requests should not be included with planning, it is a separate process. Requests are no longer restricted to over \$5,000 and any request under \$5,000 should also be included in Nuventive. Replacement requests do not need to be related to goals and the data research section for replacement requests is optional for Academic Affairs division-level planners (Deans). Program level planning does require data. Nuventive trainings are currently taking place. It was noted that there is a new link to Nuventive. V. Unda posted the link in the chat <https://solutions.nuventive.com/>.

- F. ASO Report: A. Moutra provided an update:
The next ASO Senate meeting is on 3/3 from 1-2 p.m., and Friday committee meetings will officially start on 3/4. Senator office hours have been postponed until further notice; however, ASO is considering a hybrid option for students who would like to speak with a senator in person, and senators will be reaching out to deans by email within the next couple of weeks. An open position is still available for Senator of Mathematical Sciences, please continue to spread the word to students. March 3 is the last day of Club Rush, which will be hosted virtually by ICC from 5-7 p.m.
- G. Academic Senate Report: D. McClelland provided an update:
3/1/22 Meeting: Senate approved the AB 705 Improvement Plan and the new procedure for verifying DE certification when assigning DE course sections. First readings took place on the resolution affirming the rights and lives of our Transgender and Gender Non-Conforming students matter, and on the Dean of Noncredit and Continuing Improvement job description. An informational presentation was given on the Land Acknowledgement Toolkit developed by Analu Josephides, Linda Cooks and members of the EDI committee. Trainings on the toolkit will take place during spring semester and will be announced soon. The next senate meeting will include a discussion on the noncredit program in order to address questions and concerns.
- H. Guided Pathways Update: J. Simon provided an update:
Winter Summit is Friday, March 11 from 1-4 p.m., all are encouraged to attend.
- I. Payroll Update:
J. Sims reported that they are working to finalize payment of the healthcare stipends for adjunct faculty from fall semester. Admissions & Records is currently reviewing the list, and once verified, will be sent to Payroll for payment. K. lino reported that some faculty contracts and pay are off. J. Sims directed any inquiries be sent to her attention.
- J. Enrollment Report:
J. Sims reported that D. Mussaw will be sending out an updated report soon.
- K. Student Success Update for Board:
J. Sims reminded members that the Student Success updates for the April board meeting are due by Friday, March 4. Traditionally, this presentation has focused mostly on student athletes. However, this year, ECC would like to recognize more areas across campus. If there are any students or programs that you would like to recognize, please forward those to C. Escutia and/or J. Sims by March 4 as time is needed to prepare the presentation. In addition, J. Sims requested that divisions ask students if they might be

interested in attending the board meeting so that those students can be recognized. R. Miyashiro also encouraged submitting student testimonials for the presentation.

L. Black Student Success Center:

R. Miyashiro reported that heavy rains in December caused flooding in the lower floors of the Communication Building, the location for the Black Student Success Center. Clean-up has been completed and the college will be submitting four outcomes to College Council and the Board of Trustees. The outcomes include: 1) Building community with a safe space for Black students to gather; 2) Targeted math support and tutoring; 3) Supplementing and expansion of Project Success; and 4) Improving student leadership skills. D. Breckheimer suggested adding English writing tutors to the center. R. Miyashiro welcomed the suggestion and requested a separate meeting to discuss the idea. The Black Student Success Center is anticipated to open in fall 2022 and will be located on the 1st floor of the Communications Building (former location of IRP). The Social Justice Center is scheduled to open this spring with a soft launch and Unity Walk on Saturday, March 26 at 10:00 a.m.

M. Class Size Reduction Deadline:

J. Sims reminded the divisions that the application deadline to submit for class size reduction is March 11. Applications are limited to four (4) courses per discipline; however, unlimited applications may be submitted. Applications, once approved by the division load committees, should be forwarded to the College Load Review Committee to the attention of C. Escutia and/or J. Sims. J. Sims did request that Division Load Committees provide their rubric.

N. Journalism Interviews:

D. Breckheimer indicated that student journalists are reporting that requests for interviews are often ignored or rejected. She emphasized the importance of the journalism program and the valuable experience journalism students acquire practicing the skills that will prepare them for future jobs. It was noted that these interviews/stories are often homework assignments and not necessarily published in a magazine or newspaper. She encouraged everyone to be supportive of student journalists and to make an effort to assist with interviews. Some divisions reported scheduling issues and difficulty with short-term deadlines given by students. D. McClelland suggested a formal partnership for student journalists to attend senate meetings and offered to help arrange interviews with individual presenters from Senate. Athletics also expressed interest in establishing a formal partnership.

3. OTHER – ANNOUNCEMENTS

- A. G. Toya: 3/25 – 2022 Men of Color Leadership Conference; L.A. Harbor College; Free to attend; Register at: <https://www.menofcoloractionnetwork.org/annual-conference>.
- B. R. Miyashiro: 3/26 – Unity Walk @ 10 a.m.; Administration Building
- C. R. Miyashiro: Congratulations to M. Lemons, G. Valle, and B. Price for completing the ACCCA Great Dean's Program.
- D. M. Lemons: Results of the Student Course Preference Survey will soon be sent to deans.

- E. B. Price: ECC presents the rock musical “Spring Awakening” throughout March in the Campus Theatre. Performances begin 3/11. Check the Center for the Arts webpage for more information.
- F. G. Greco: Commended Troy Kotsur from the movie “Coda” for becoming the first deaf solo actor to win for outstanding performance by a male actor in a supporting role at the 2022 SAG awards. “Coda” is also an Academy Award nominee for best picture.
- G. J. Sims: Congratulations to V. Unda for completing the ACCCA Mentor Program.
- H. A. Grant: 3/12 - Onizuka Space Science Day. Register at: <https://onizukamemorial.org/>.
- I. D. Breckheimer: Writing Center is now open and available to students, including ESL corner and new tutors. For more information or in-class tutors, contact Chris Glover.

4. NEXT MEETING

Council of Deans – March 17, 2022; 8:30-10:00 a.m.