



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans May 19, 2022

Present: J. Anaya, J. Aramburo, M. Arthur, D. Breckheimer, K. Campos, R. Christophersen, C. Dao, R. Dreizler, C. Gold, D. Gonzales, A. Grant, G. Greco, M. Guess, E. Gutierrez, J. Hu, K. Iino, J. Joy, L. Justice, S. Kunisaki, S. Kushigemachi, M. Lemons, C. Martin, K. Martinez, D. McClelland, J. Miera, A. Moutra, S. Nilles, A. O'Brien, D. Patel, B. Price, R. Serr, J. Simon, J. Sims, K. Sundara, V. Unda, G. Valle, I. Zugic

Guests: A. Palacio-Broadhead, J. Pon-Ishikawa, A. Sala, K. Villacorta

1. INFORMATION

Notes of May 5, 2022 - Approved as written.

2. DISCUSSION/ACTION

A. AP 5520 – Student Discipline: (D. McClelland)

This procedure was updated to include language that the Superintendent/President shall provide to the Board for annual review the number of students disciplined pursuant to this procedure and disaggregate the students by race, age, gender, or any other characteristic identified by the Board. Members suggested adding “gender identity” and “veteran status” to the list of disaggregated data. The suggestion was noted.

B. BP 4250 – Probation, Dismissal & Readmission: (D. McClelland)

This policy was updated to include language that the Superintendent/President shall provide to the Board for annual review a report of the number of students who were placed on probation, dismissed, and reinstated. This report must disaggregate the students by race, age, and gender. Again, members suggested adding “gender identity” and “veteran status” to the list of disaggregated data. The suggestion was noted.

C. BP 4400 – Community Services: (D. McClelland)

This policy was reviewed as part of the regular review cycle. Language regarding community education courses was revised for clarification.

D. AP 7160 – Professional Development: (D. McClelland)

This procedure was updated to add language regarding mandatory training on anti-racism, equity, diversity and inclusion goals, to update the College’s mission, and to add additional members to the Professional Development Advisory Committee, which will now report to College Council.

- E. BP 5700 – Athletics: (D. McClelland)
This policy was revised due to a law change. Language was added that the college shall not prevent a student participating in intercollegiate athletics from earning compensation as a result of the use of the student’s name, image, or likeness. Additional language was added regarding offering equal opportunities for participation in athletics to male, female, and transgender students. For greater inclusiveness, a suggestion was made to use “all students regardless of gender identity” in place of “male, female, and transgender students.” The suggestion was noted.
- F. AFT Update: (K. Iino)
The Federation and ECCE are hosting a party on June 10 from 430p-830p at the Crest Sports Bar in Torrance. An email was sent out and everyone is invited. AFT is working on having contract trainings. K. Iino will follow-up with J. Sims on the RPL.
- G. ECCE Update: (R. Dietz)
No report.
- H. Facilities Update: (J. Gutierrez)
No report.
- I. PBC Report: (A. Grant)
The next PBC meeting is on 5/19.
- J. ASO Report: (A. Moutra)
The next ASO Senate meeting is on 5/19 from 1-2 pm. ASO elections have officially ended and the results are posted on the ASO webpage. The meta-major career roundtables have now ended. A. Moutra thanked the deans for keeping in touch with the ASO Senators throughout the year and for assisting ASO in keeping students informed on the open positions and events. On 5/19, ASO members will host an open mic night from 4-5:30p in the Library Collaboration Room. Please encourage students to attend and participate in stand up, short stories, poems, and more. Food will be provided. Also, on 5/19, ICC is having their second to last Trivia Thursday at 6p, where students can compete, and the top three winners will win an ice cream maker. Finals Madness will be held 6/6-6/8 from 8p to midnight in the Library. The ASO end of the year banquet will be on 6/15.
- K. Academic Senate Report: (D. McClelland)
ECC will pilot three sections using HyFlex in the fall from Business (V. Pham), Behavioral & Social Sciences (A. Ahmadpour), and Humanities (S. Burnham). DE 166 is currently the only room equipped for HyFlex and will be used for the pilot. Due to current shipping delays, additional sections/rooms for HyFlex will depend on receipt of the necessary equipment. The DE addendum for the three sections will be approved at the curriculum meeting on 5/24 and sent to the Chancellor’s Office. If anyone is interested in viewing the HyFlex format, Senate will be using HyFlex at their June 7 meeting in DE 166 at 1:00p. In addition, Janet Young and Stacey Allen will be recognized for their efforts at the college at 1:30p. A question was asked if HyFlex will be given a

designation and defined for students and staff in the class schedule? C. Martin responded that L. Sajo is working on adding that information into the system in time for registration. D. McClelland will send a calendar invite to management for the June 7 Senate meeting.

L. Guided Pathways Report: (J. Simon)

President Thames, R. Miyashiro, J. Simon, J. Pon-Ishikawa, R. Gonzalez, B. Sedor, N. Oliva, and A. Brochet attended the CAGP (California Guided Pathways) Institute on 4/27-29 in Costa Mesa. The focus of the institute was on improving onboarding practices using the Ask-Connect-Inspire-Plan framework, which is based on years of research by the Community College Research Center (CCRC).

- Ask: Every student is engaged in an ongoing conversation about their interests, strengths, aspirations, and life circumstances with the aim of helping them explore programs of study and career paths aligned with their goals.
- Connect: From the start, colleges organize opportunities for every student to meet with faculty, students, alumni, and employers in fields of interest to them and access college and community resources that can help support their needs.
- Inspire: Every student takes at least one course in term 1 on a topic of interest that "lights their fire" for learning.
- Plan: Every student is helped by the end of their first term to develop a full-program educational plan that shows them a path to their goals.

Under "Ask," ECC has been working on the Personal Success Plan (PSP) intake form for students, located in ECC Connect. Under "Connect," ECC is working on one application for students to fill out for all support programs. Additional work is being done to improve the add process for students who register late. Posters are being designed for the division offices that will include meta-major information specific for each division. J. Sims recommended displaying the meta-major posters outside the division offices, as well. On 5/19 at 4:30p, architect instructor, Marc Yeber, will lead a panel on Facilities Design and Student Success in the Library.

M. Payroll Update: (M. Guess)

No report.

N. Travel Formstack Workflow: (K. Villacorta/M. Guess)

J. Sims explained that, due to COVID and working remotely, the travel form was converted to a virtual form. M. Guess indicated that the Travel Formstack information will also be presented at Flex Day. K. Villacorta shared onscreen the form and reviewed the various fields. It was recommended to review AP 7400 District Travel for more information on restricted expenses. A link to the procedure is included on the form. A discussion ensued regarding the submission for DWCC funding and the approval workflow. It was suggested that deans be included in the conversation regarding the form and workflow. It was noted that a dean was invited to be part of the initial workgroup when the form was being created, but did not attend. J. Sims will be advised that additional discussion is needed to resolve the workflow issues. D. Patel and C. Gold volunteered to be included in the discussion.

O. Guided Pathways Plan: (J. Simon/J. Pon-Ishikawa)

J. Simon noted that the special funding for Guided Pathways will end in June and ECC is working to institutionalize Guided Pathways. J. Pon-Ishikawa shared onscreen the Guided Pathways Plan and thanked everyone for their support with Guided Pathways. She highlighted the successes of establishing meta-majors, creating and publishing program maps, piloting MyPath courses, improving ECC Connect, improved communications with students and increased collaboration amongst each other, and updating ILOs and Program Review. V. Unda requested that Guided Pathways work together offline to discuss data, goals, metrics, targets and the master plan. Members expressed concerns with budget and funding. J. Simon responded that the plan is only a proposal and Guided Pathways will work with IRP, Fiscal Services, deans, and other constituent groups on campus. A copy of the Guided Pathways presentation will be sent to members following the meeting. A link to the updated Guided Pathways Plan was posted in the chat at:

https://elcamino-my.sharepoint.com/:x/g/personal/jsimon_elcamino_edu/EXa3FpOsbKpJiTQ2gl2wyRQB-BBOhxGBtFCZVncFwOLNbw?e=O30cLH

3. OTHER – Announcements

- A. B. Price: Various events on campus: Student performances; athletic competitions; fashion show; Center for the Arts events, etc. Please check the ECC calendar.
- B. J. Meira: 6/2 - Athletics Hall of Fame; Check website for more information

4. NEXT MEETING

Council of Deans – June 2, 2022; 9:00-10:30 a.m.