



## EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

### NOTES – Council of Deans October 21, 2021

Present: J. Anaya, J. Aramburo, M. Arthur, T. Bailey, J. Baumunk, D. Breckheimer, R. Christophersen, W. Cox, R. Dreizler, A. Estrada, C. Gold, D. Gonzales, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, J. Joy, L. Justice, S. Kunisaki, S. Kushigemachi, M. Lemons, C. Martin, D. McClelland, J. Miera, R. Miyashiro, A. Moutra, A. O'Brien, N. Oliva, D. Patel, B. Price, I. Reyes, R. Serr, J. Sims, K. Sundara, G. Toya, V. Unda, G. Valle, I. Zugic

Guests: J. Baranski, R. Dietz

#### 1. INFORMATION

Notes of October 7, 2021 - Approved as written.

#### 2. DISCUSSION/ACTION

A. AFT Update: J. Baranski provided an update:

Next week is Campus Equity Week, a statewide effort to raise awareness of adjunct contributions and working conditions in the community college system and to highlight issues of quality and equality in order to make improvements. A question was asked regarding the status of the COLA negotiations. J. Baranski responded that the 2020 COLA negotiations were completed and the Federation will be voting on the proposal this week. The proposed COLA is 7.2%, effective December 1, 2021. Any questions, contact J. Baranski at [jbaranski@elcamino.edu](mailto:jbaranski@elcamino.edu).

B. ECCE Update: R. Dietz provided an update:

R. Dietz reviewed onscreen Article 19, Section 2, of the ECCE contract. Link to contract: [https://www.elcamino.edu/about/depts/hr/ECCE %20AGREEMENT %202020-2022.pdf](https://www.elcamino.edu/about/depts/hr/ECCE%20AGREEMENT%202020-2022.pdf). He noted many complaints have been received from staff regarding feelings of harassment. Any questions, contact R. Dietz at [rdietz@elcamino.edu](mailto:rdietz@elcamino.edu).

C. Facilities Update: J. Gutierrez provided an update:

No report.

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

No report. The next PBC meeting is on 10/21/21.

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

ASO will be having their bi-weekly cabinet meeting on 10/21 from 1-2pm. The next Senate meeting will take place on 10/28 from 1-2pm. All senators have now reached out to their deans. A. Moutra thanked the deans who took the time to collaborate with

their Senators. If you have not met with your Senator yet, please check your email and contact them. Deans can also contact their Senators during their office hours, which is accessible through the ASO webpage on the ECC website. A. Moutra reminded the deans that Senators are here to collaborate and work with you and your division to discuss ways on how to best support students. Do not hesitate to reach out to them if you need assistance with anything or would like to invite them to any meetings held within your division. On 10/22, ASO senators will be attending a meta-major training session, as they continue to attend their monthly meta-major success team meetings.

- F. Academic Senate Report: D. McClelland provided an update:  
10/19/21 meeting: Senate approved the changes to the Program Review Timeline and the Guided Pathways Phase Two Participation Agreement; and a first reading took place on the new Institutional Learning Outcomes (ILOs). K. Degnan has been working with Guided Pathways to revise the ILOs to make them more relevant and actionable, focused on the pillars of Guided Pathways. Upcoming Senate meetings will include a presentation from the Equity, Diversity and Inclusion Committee on the Land Acknowledgement Toolkit; a second reading and vote on the revised forms for counselor evaluations; and a review of BP/APs to add equity language suggested by the Chancellor's Office.
- G. Guided Pathways Update:  
T. Bailey discussed how relationships play an important role with student success. She announced that this coming week, she will be conducting a social experiment. She shared links to the "Getting to Know El Camino" YouTube videos, [https://www.youtube.com/playlist?list=PLYJgBNaH2\\_VM-zLOMJhtGG7Dr7GKjnEYc](https://www.youtube.com/playlist?list=PLYJgBNaH2_VM-zLOMJhtGG7Dr7GKjnEYc), a flyer regarding the Student Support Expo Scavenger Hunt October 26-28 <https://www.elcamino.edu/events/student-support-expo/docs/student-support-expo-2021.pdf>, and a flyer for Meta Majors Game Night. T. Bailey requested that divisions share this information with students via interaction, social media, email, or discussion boards. At the next Council of Deans meeting, T. Bailey will report her findings of the experiment.
- H. Professional Development for Faculty: Annual Program Planning:  
V. Unda shared information regarding new ideas for Program Planning for faculty that will include additional analysis of data, an Annual Program Planning Dashboard, and professional development opportunities to earn flex credits. She requested feedback from the deans on the idea; most were in favor. More information will be forthcoming.
- I. Online Degrees:  
J. Sims indicated that ECC is looking at the opportunity for students to earn academic degrees for those who wish to be fully online. She opened up a conversation regarding the possibility of earning a completely online degree and if divisions felt it was possible. Some divisions expressed difficulty with being fully online, such as the Sciences, where most instructors prefer students on campus, and American Sign Language/Interpreting, where instruction is visual and difficult to teach online. C. Martin announced that ODE is working on an analysis of what courses can be online that were consistently taught

online in the past and are associated with a particular major. It was emphasized that the decision to offer online degrees should be faculty driven and go through the appropriate consulting processes. J. Sims asked what other areas could support online learning? Student Services noted that they transitioned to the remote environment pretty easily during the pandemic and expect to continue to offer online services moving forward. G. Toya commented that since the pandemic, ASO has created discord servers and online platforms for students to stay engaged and interact virtually through events like Trivia Thursday. LLR will continue to offer academic support and tutoring online. J. Sims noted that the topic of online degrees was already being discussed pre-pandemic, and now due to the pandemic and remote learning, more opportunities are now available for offering online degrees.

J. Course Request Results:

M. Lemons shared onscreen the lessons learned from the Course Request survey. He stated that the survey results were sent to each of the deans and they have determined whether or not to add a second 8-week course. M. Lemons will be sending an invite to D. Breckheimer, J. Aramburo and R. Dreizler for a debrief meeting to discuss the lessons learned from the process. A few of the lessons learned included: how to go from the results to the registration process; how to distribute the list of new sections; not asking open-ended course request questions; and what other questions to add to the survey. Suggestions for future surveys included surveying the deans to ask their input for what worked and what did not; sending the survey link to students on waitlists; and including online options.

K. Cleaning Protocols/Social Distances for Return to Campus:

J. Sims announced that when we return to campus for winter and spring, no social distancing will be required. The L.A. County Department of Public Health is no longer requiring social distancing. As such, classrooms and other services will return to full capacity. In addition, L.A. County is not mandating any particular cleaning protocols; however, PPE will be made available (self-service) for students in the classroom, if they desire. Masks will still be required inside. A question was asked regarding backup classrooms for spring, should there be a positive case in the classroom. J. Sims recommended keeping backup classrooms blocked out until further notice or until a faster plan for cleaning is established. C. Martin suggested sending the list of backup classrooms to C. Martin and M. Lemons and they will block the classrooms for the remainder of the spring semester. J. Sims indicated that President Thames will be announcing the procedures for returning to campus at the upcoming public forums. Members expressed confusion regarding the World Back to Work (WBTW) entry screening process and the difference between batch/pool testing and rapid testing. It was suggested that WBTW give a presentation at a Council of Deans meeting to answer questions and explain testing procedures. D. McClelland clarified that batch/surveillance testing is for unvaccinated people, administered weekly the first time they come to campus, and is anonymous. An email is generated to the entire group, only if a positive case is found, requesting that they return for a rapid test. A rapid test is for those who may have been exposed and want to be tested for COVID.

L. Dropping Unvaccinated Students:

R. Miyashiro explained that a protocol is being developed for dropping unvaccinated students. On January 4, WBTW will send a file to those students who have not uploaded their vaccination information. Students who have not submitted proof of vaccination by the end of the day on January 4, will be flagged for drop from on-campus classes. Students who are enrolled in classes online, synchronous or asynchronous, will not be dropped. After January 4, any student who applies for admission and does not have proof of vaccination will automatically be placed on a registration hold until the vaccination protocol can be communicated to the student. It was noted that a decision is still pending from the Board concerning online students and proof of vaccination. The process of dropping students for not submitting proof of vaccination will most likely not take place for winter session, but be instituted for spring. It was explained that due to HIPAA regulations, instructors will not be notified if a student is dropped for not submitting proof of vaccination.

**3. OTHER - Announcements:**

- A. J. Sims: 11/4 – 9:00a-12:00p: Management Forum Workshop: Union/Labor Relations and Management Rights. 11/4 – Council of Deans meeting cancelled due to workshop.
- B. R. Miyashiro: Virtual Shakeout today at 10:21a; not required to leave classrooms/offices.
- C. M. Arthur: 11/10 - College Night from 5-7:30p; Participation is still needed; RSVP.
- D. R. Christophersen: 10/22 & 10/23 @ 8pm - Psycho Beach Party; Campus Theatre.
- E. V. Unda: Deans please remind instructors to encourage students to answer the CTEA (Career & Technical Education Act) Survey in Canvas. This survey is very important for funding.
- F. B. Price: Announced that photography professor Darilyn Rowan passed away.
- G. J. Sims: Dr. Rapp sent the academic deans information on the Strong Workforce proposals. Please check your email and submit your proposal for funding.

**4. NEXT MEETING**

Council of Deans – November 18, 2021; 8:30-10:00 a.m.; ZOOM