



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans

April 6, 2023

Present: J. Anaya, J. Aramburo, T. Bailey, J. Baumunk, D. Breckheimer, R. Christophersen, W. Cox, C. Dao, R. Dietz, R. Dreizler, C. Gold, R. Gonzalez, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, K. Iino, J. Joy, L. Justice, S. Kunisaki, S. Kushigemachi, M. Lemons, C. Lopez, C. Martin, K. Martinez, D. McClelland, R. McCullum, B. Mercado, J. Miera, S. Nilles, L. Paredes, D. Patel, B. Price, V. Rapp, R. Serr, K. Sundara, R. Suppelsa, V. Unda, G. Valle, C. Velasquez-Lopez, I. Zugic

Guests: A. Sala, B. Thames

I. INFORMATION

Notes of March 2, 2023 - Approved as written.

II. DISCUSSION/ACTION

A. Questions to Administrative Services/Facilities: (R. Suppelsa)

J. Gutierrez is on administrative leave. Any questions concerning facilities may be directed to the Office of Administrative Services. An update on the current projects was presented. The new Student Health Services building is expected to be completed in July. The Modular Village project has been delayed due to bad soil conditions and contracting issues. Fire Academy plans are being revised to complete the project in one phase. Final preparations are underway for completion of the Behavioral & Social Science Building and Arts Complex.

A request was made to not close the bookstore for inventory prior to spring break as students need to purchase blue books and Scantrons for midterms. R. Suppelsa stated they will try to avoid this next year.

B. 2022-2025 Draft Strategic Enrollment Mgmt. (SEM) Plan: (C. Lopez)

A PowerPoint presentation on the SEM plan was shared onscreen. VP Lopez provided an overview of the plan. A draft copy of the SEM plan and PPT were included with the agenda packet.

C. Fraud Update: (R. Dreizler)

Hundreds of fraudulent applications are received each month, with a small number making their way to Colleague. Many processes are in place to follow-up on potential scammers; however, some fraudulent students are actually participating in classes and turning in assignments which makes them difficult to identify. On 4/6, C. Gold will present a workshop to faculty on fraudulent students and how to identify them. Additional security measures are being considered that will require students to use

multi-factor authentication before they can complete an application.

- D. AFT Update: (K. Iino)
The Federation is still in negotiations.
- E. ECCE Update: (R. Dietz)
ECCE negotiations continue.
- F. PBC Report: (K. Sundara)
3/16/23 meeting: Area reports were given by VP Lopez and VP Suppelsa. PBC sent recommendations to College Council for 2023-24 Funding Requests (\$200,000+).
- G. ASO Report: (L. Paredes)
ASO elections for the 2023-24 student government officers are now open for voting. Upcoming ASO events: 4/18 - Earth Day event from 10a-2p, Student Services Plaza, free Thai food; 4/24-4/27 - Career Roundtables event with meta-majors, Library; Movie Night fund raiser at the Roadium; and Spring Finals Madness.
- H. Academic Senate Report: (D. McClelland)
4/4/23 meeting: Reviewed the SEM plan; Guided Pathways workplan; and a resolution in support of faculty input on technology needs. Nominations were received for open senate executive board positions, except Finance and Special Projects. Four senate meetings remaining this semester. Any new senate agenda items, forward to D. McClelland asap. Charlene Brewer-Smith will take over as senate president in 2023-24.
- I. Guided Pathways Report: (T. Bailey)
Meta-Major Monday was highlighted. If you wish to showcase your area's services, program or events on the Meta-Majors service wall or by flyer, see link at <https://bit.ly/42geeyE>. Meta-Major Center soft launch opening April 18-20, sign-up for tours at <https://bit.ly/40mren7>. To participate in the weekly scavenger hunt, see link at <https://bit.ly/3KEVhKS>.
- J. Strategic Enrollment Management Reports:
 - 1. Academic Affairs: (C. Lopez)
Spring enrollment continues to be strong, projecting over 15% increase from last spring. On track to exceed the yearly goal, projecting 6% increase.
 - 2. Student Services: (R. Dreizler)
Applications are significantly up for summer; fall applications have not increased.

III. NEXT MEETING

Council of Deans – May 4, 2023; 9:15-10:30 a.m.; LIB 202/Zoom