



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans

May 2, 2024

Present: J. Anaya, J. Aramburo, J. Baumunk, C. Brewer-Smith, L. Canales, A. Carr, W. Cox, C. Dao, R. Dietz, D. Gonzales, R. Gonzalez, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, K. Iino, J. Irie, S. Kunisaki, S. Kushigemachi, R. Lee, M. Lemons, C. Lopez, C. Martin, R. McCullum, J. Miera, M. Miller, S. Nilles, A. O'Brien, N. Oliva, V. Rapp, M. Sandoval, B. Sedor, R. Serr, J. Stephenson, K. Sundara, R. Suppelsa, V. Unda, G. Valle, I. Zugic

Guests: J. Suarez, B. Thames

I. INFORMATION

Notes of April 4, 2024 - Approved as written.

II. INTRODUCTIONS

Dr. Robbie Lee, Acting Director of the Nursing Program, introduced herself to the committee.

III. DISCUSSION/ACTION

A. Student Equity & Achievement Pedagogical Partnerships: (J. Suarez)

History professor Jason Suarez gave a PowerPoint presentation on myPATH and current initiatives taking place. A copy of the slide presentation and information regarding the myPATH Equity Institute will be sent out following the meeting.

B. SB 85 and AB 19 Funding: (J. Stephenson)

Work continues on SB 85 and AB 19 funding to move expenses from Fund 11, where appropriate. There will likely be no carryover in either account.

C. AFT Update: (K. Iino)

Process continues with contract negotiations. Reminder to follow evaluation timelines concerning the contract.

D. ECCE Update: (R. Dietz)

Reminder to be familiar with the ECCE contract and to contact R. Dietz with any questions.

E. Facilities Update: (R. Suppelsa)

Construction on the Modular Village is progressing well. Final paperwork is ready to be filed for the Student Health, Arts, and BSS buildings. Arts Complex and BSS Building ribbon-cutting ceremony taking place on 5/2 at 4p. Discussions on building names and possible changes will soon take place.

F. PBC Report: (J. Aramburo)

4/18/24 PBC meeting: Recommendations sent to President Thames include a review of newly created positions from 2020, unfilled and frozen positions, cost of furloughs, and clarification on the role and limits of the Budget Strategies Leadership Group. Next PBC meeting is 5/16.

- G. ASO Report: (J. Irie)
ASO elected new officials for 2024-25. Upcoming events: 5/8 Picnic & Painting 12-4p; 5/15 Career & Transfer Decision Day 10a-12p; and a kickball game hosted by ICC. ASO Finance Committee is reviewing multiple requests from ASO funded programs. ASO is currently passing bylaws and formatting the ASO Constitution to reflect current standards.
- H. Academic Senate Report: (C. Brewer-Smith)
Nothing new to report. Invitation to attend Senate meetings on the 1st & 3rd Tues. at 1p in DE 166.
- I. ECC Evolve Update: (C. Martin)
5/14-16 Guided Pathways celebration, ice cream will be provided. Guided Pathways is now called ECC Evolve. Working on wayfinding and confusing building names. Summit slide show will be sent out to managers.
- J. Budget Strategies Leadership Update: (C. Lopez/J. Stephenson)
Budget reduction items put in place have significantly closed the gap on the \$20M needed for 2024-25, and the need for extreme reductions, such as furloughs, have been avoided for now. The Budget Strategies group will wait until after the May Revise before meeting again. More budget reduction work will be required as another \$20M will be needed for 2025-26.
- K. Strategic Enrollment Management Reports:
1. Academic Affairs: (C. Lopez)
Thank you to the divisions for their work on getting the summer and fall schedules completed. The published schedule is now posted, a month earlier than previous years. Next steps include earlier enrollment windows and annualized schedules. Errors in overreporting FTES for dual enrollment were fixed. Enrollment is still projected to be 1.5% below target.
 2. Student Services: (J. Stephenson)
ECC was accepted to attend the Enrollment Management Academy at UC San Diego. 5/1 Cash for College financial aid event from 3-6p/Student Services. Outreach events are ongoing to help increase student recruitment and retention.
 3. Marketing/Communications: (A. O'Brien)
Advertising continues on digital channels (Facebook, TikTok, YouTube) along with display and search engine marketing. A dedicated campaign for GED to launch in May.

IV. OTHER – Announcements

- A. V. Unda: Reminder to complete the Campus Climate Survey. Deadline: May 10.
- B. M. Lemons: Survey for feedback on insurance benefits and medical plans coming soon.
- C. B. Sedor: 5/3-5/5 Spring Dance Concert at 8p; 5/10-5/19 Lost Girl at 8p.
- D. R. McCullum: 5/10 cut-off for buying 2023-24 office supplies, & merchandise on blanket PO's.
- E. J. Miera: 5/3-5/4 Beach Volleyball Pairs Regional, 9a-4p; 5/3-5/4 Softball Regionals.
- F. E. Gutierrez: Healthy Minds Survey was sent out to students.

V. NEXT MEETING

Council of Deans – June 6, 2024; 9:15-10:30 a.m.; DE 166/Zoom