



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans June 6, 2024

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

Guests: A. Sala

I. INFORMATION

Notes of May 2, 2024 - Approved as written.

II. CHAIR'S REPORT

C. Lopez thanked the members for their hard work and dedication to students over the past year.

III. DISCUSSION/ACTION

A. AFT Update: (K. Iino)

AFT negotiations regarding 2024-25 salary and part-time healthcare benefits are expected to wrap up in summer.

B. ECCE Update: (R. Dietz)

Contact R. Dietz with questions regarding contracting work out. When possible, it is encouraged to use existing staff.

C. Facilities Update: (R. Suppelsa)

The Modular Village project is making great progress. A request was sent out to form user groups for softball and Fire Safety. Please submit any work order requests needed for your area as soon as possible in order to complete those requests in summer.

D. PBC Report: (K. Martinez)

5/16 meeting: VPs presented on budget requests prioritization for 2024-25 resource allocation; PBC approved recommendations to be sent to College Council; and J. Hinshaw presented the May Revise information. Budget Townhall meeting on 6/6 will be recorded on Zoom.

E. ASO Report: (J. Irie)

ASO hosted their last event of the year, Finals Madness, with about 140 students attending each day. On 5/30, ASO had their last Senate meeting and discussed approval of program budgets. ICC hosted the Community Excursion event where they helped clean the community. ASO wishes to thank everyone in the ECC community and Council members who help make everything possible.

F. Academic Senate Report: (C. Brewer-Smith)

6/4 meeting: Senate approved BP/AP 4231, BP/AP 4025B, and BP/AP 4100B; Regular and Substantial Interaction (RSI) proposal for online courses; and the 2024-2034 ED Plan. A first reading took place on the ACCJC report; final vote in fall. A proposal for no instruction the week of Thanksgiving, starting in 2025-26, was discussed. Faculty prioritization list will be reviewed in fall.

- G. ECC Evolve Update: (C. Martin)
Work on page transitions is coming along. Meta Major name change for ITEC to occur over summer. Work groups started for Credit for Prior Learning. Wayfinding meeting was held and a proposal for building names will be sent to Facilities Steering and College Council. Evolve working closely with Student Success to coordinate efforts. 6/26 launching Caring Campus.
- H. Budget Strategies Leadership Update: (C. Lopez/J. Stephenson)
6/4 meeting: Expect to close \$20M gap for 2024-25; still need to close gap of \$10M for 2025-26. Both are dependent on Governor's budget.
- I. Strategic Enrollment Management (SEM) Reports:
1. Academic Affairs: (C. Lopez)
A new baseline for funding will be set in 2025-26. ECC projects that enrollment will need to increase by at least 4% in 2024-25 and 4% in 2025-26 in order to meet the Student-Centered Funding Formula (SCFF), and to receive COLA. Recent efforts to increase enrollment and retention include ECC's acceptance in the Strategic Enrollment Management Academy and a plan to establish annualized enrollment for students. Summer FTES shows slight increase over last summer. Contact C. Lopez with opportunities to add classes.
 2. Student Services: (J. Stephenson)
J. Aramburo gave an update on student drops for nonpayment. Heavy messaging and phone calls go out to students before being dropped. Working on fixing registration blocks for students with minor fees. J. Stephenson reported that Financial Aid is working through FAFSA issues and hosting Cash for College events for students.
 3. Marketing/Communications: (A. O'Brien)
A. O'Brien provided an update on the accomplishments of the SEM Marketing Plan for 2023-24 which will be presented at the June Board of Trustees meeting. A summary of the monthly Board Meeting SEM report can be found on BoardDocs.

IV. OTHER – Announcements

- A. C. Lopez: Council of Deans July meeting TBD.
- B. V. Unda: 6/18: Course Success & Completion by Division workshop. Campus Climate Survey closes 6/7.
- C. C. Martin: 6/10-11: Equipment returns due in Library, 8a-4p. 6/17: Summer equipment distribution.
- D. J. Stephenson: 7/1: Organizational changes – SRC will report to Dean of Student Support Services; Sign Language moving to Humanities, but still in SRC; and Campus Police will report to the VP of Administrative Services.
- E. J. Aramburo: 6/8-10: Registration for summer/fall paused for drop for non-payment.
- F. R. Gonzales: 6/7: 1,070 students graduating. Path changes for faculty processional into stadium.