



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans

September 7, 2023

Present: J. Anaya, J. Aramburo, J. Baumunk, D. Bradley, C. Brewer-Smith, A. Carr, W. Cox, C. Dao, R. Dietz, R. Dreizler, A. Estrada, P. Geary, C. Gold, R. Gonzalez, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, K. Iino, J. Joy, L. Justice, S. Kushigemachi, C. Lopez, C. Martin, R. McCullum, J. Miera, M. Miller, A. O'Brien, N. Oliva, D. Patel, B. Price, V. Rapp, M. Sandoval, R. Serr, J. Stephenson, K. Sundara, R. Suppelsa, V. Unda, G. Valle, I. Zugic

Guests: L. Barrera, A. Osorio, B. Thames

I. INFORMATION

- A. Notes of August 3, 2023 - Approved as written.
- B. Introduction of new members: Parrish Geary, Dean of Student Support Services; Allison Carr, Interim Associate Dean of Humanities; Maricela Sandoval, Associate Dean of Library & Learning Resources

II. DISCUSSION/ACTION

- A. Vehicle Safety Program Guidelines: (L. Barrera)
L. Barrera reviewed onscreen a draft of the Vehicle Safety Program Guidelines. A copy of the guidelines was included in the agenda packet.
- B. Veterans and Class Cancellations: (P. Geary)
P. Geary consulted members regarding class cancellations and how to best notify veteran students in advance. Cancellations may affect the veteran's eligibility for benefits, or may result in money owed. VP Lopez invited P. Geary to attend the weekly deans' meeting in order to have further discussions on the subject.
- C. AFT Update: (K. Iino)
Contract negotiations continue. AFT members attended the 9/6 Board Meeting and will likely be conducting informational picketing on campus during college hour on Tuesdays. Campus Police is investigating multiple vandalisms targeting the Federation of Teachers office and its members.
- D. ECCE Update: (R. Dietz)
Increase in complaints from staff regarding working out-of-class, which is defined as work outside your classification which exceeds 5 working days within a 30-calendar day period. R. Dietz will be following up with the divisions regarding the complaints.
- E. Facilities Update: (R. Suppelsa)
Arts Complex and BSSC Building are now open and issues are being addressed. For any custodial issues on campus, email Dwight Bradley and "cc" R. Suppelsa.

- F. PBC Report: (A. Grant)
8/31/23 meeting: R. Suppelsa introduced new members, provided a facilities update, and discussed the budget workshop. COLA received was 5.74%, which was less than the predicted COLA of 8.22%. State announced deficit factor of 2.29%. Fiscal cliff and hold harmless were also discussed.
- G. ASO Report: (Andres Osorio)
Upcoming events: 9/11-13: Club Rush; 9/13: Student Support Expo 10a-2p. ASO invites everyone to attend the ASO Senate meeting on 9/7 at 1 p.m.
- H. Academic Senate Report: (C. Brewer-Smith)
Reminder to deans of the faculty prioritization timeline. Discussions with faculty should be taking place regarding positions needed. On 9/19, Senate meetings will return to in-person for all voting senators. Non-voting members/participants will still have the option to attend meetings via Zoom. Senate is transitioning to Board Docs for all meeting information, agendas and minutes. Committee name EDI (Equity, Diversity & Inclusion) is changing to IDEA (Inclusion, Diversity, Equity & Accessibility).
- I. Guided Pathways Report: (C. Martin)
No report.
- J. Strategic Enrollment Management Reports:
1. Academic Affairs: (C. Lopez)
C. Lopez shared onscreen the current fall 2023 enrollment report. FTES is 600 over last fall, but still short of the goal by 400. Enrollment Management Dashboard was updated to scale equity groups.
 2. Student Services: (J. Stephenson)
Student Services working to increase outreach efforts within the district and the community. Call Center to handle incoming as well as outgoing calls. A. O'Brien provided an update on marketing efforts.

III. OTHER – Announcements

- A. L. Justice: 9/10: Deadline to drop no shows.
- B. M. Miller: New Art Gallery is now open; proposing a campuswide Chalk Festival for May.
- C. V. Unda: CIP events: 9/15 – 10a East Dining; 9/21 – 3p via Zoom (both flex-credit eligible for faculty). CIP survey link: https://elcamino.co1.qualtrics.com/jfe/form/SV_bkEdr2LJ0e4H3aC.
- D. J. Baumunk: 9/29: Public Safety Groundbreaking Ceremony at 4pm in Parking Lot L.

IV. NEXT MEETING

Council of Deans – October 5, 2023; 9:15-10:30 a.m.; LIB 202/Zoom