



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans

March 6, 2025

Present: J. Anaya, L. Audusseau, C. Brewer-Smith, R. Christophersen, W. Cox, R. Dietz, C. Gold, A. Grant, G. Greco, E. Gutierrez, K. Iino, S. Kunisaki, S. Kushigemachi, R. Lee, M. Lemons, C. Martin, K. Martinez, K. Nguyen, A. O'Brien, D. Patel, V. Rapp, E. Rice, M. Sandoval, B. Sedor, K. Sundara, V. Unda, K. Watson

Guests: A. Sala, M. Vander Horck

I. INFORMATION

Notes of February 6, 2025 - Approved as written.

II. DISCUSSION/ACTION

A. AFT Update: (K. Iino)

Negotiations are still at impasse for the 2024-25 reopener, and bargaining is taking place on the 2025-2028 contract. V. Unda clarified the proposal to streamline and standardize the program review process across all areas and to connect program review with the annual planning process. Program Review will continue every four years and have annual updates to track progress and make adjustments.

B. ECCE Update: (R. Dietz)

Per article 10, Performance Evaluation, employee self-evaluation is optional. If an employee chooses not to self-evaluate they can enter "N/A" on the form so that the evaluation routes to their manager. Otherwise, the form will not route.

C. Facilities Update: (L. Audusseau)

Modular Village is approved and ready for electrical power by SCE; estimated to open in 3-4 months. Other ECC projects include: repair exterior light fixtures and additional lighting; ATM installation; campus roofing repairs; fuel tank replacement, softball field, Public Safety Training Center; and elevator repairs in the Music Building and Library.

D. PBC Report: (K. Martinez)

2/20 meeting: Discussed budget forum held on 3/4. Fund 11 deficit is at \$11.6M, down \$7.5M with savings resulting from no deficit factor for 2025-26 and work by the Budget Strategies Leadership. Next PBC meeting is on 3/20.

E. ASO Report: (K. Nguyen)

ASO events: 2/18-2/28 Weeks of Welcome; 3/3 Student Expo; 3/4-3/6 Club Rush. Delegates are in Sacramento advocating for AB 49 (California Safe Haven and Child Care Act) and AB 90 (Public postsecondary education: overnight student parking).

- F. Academic Senate Report: (C. Brewer-Smith)
3/4 meeting: Update on Program Review process by V. Unda; 1st read on associate degree and new Title 5 changes; Information on textbook order forms; College Book Club; DEIA meetings; Dear Colleague Letter; and Copy Center.
- G. ECC Evolve Update: (C. Martin)
Faculty are requested to submit textbook order forms early due to bookstore employees retiring in June. ECC Evolve Steering Committee meeting on 3/7 and Evolve Summit on 5/2.
- H. Budget Strategies Leadership Update: (C. Lopez/J. Stephenson)
Budget Strategies Leadership group continues to meet.
- I. Strategic Enrollment Management (SEM) Reports:
(A complete SEM monthly Board of Trustees Report is available for viewing on BoardDocs)
 - 1. Academic Affairs: (C. Lopez)
Projected FTES for spring 2025 is 6,820, up 2.1% from spring 2024 and 1.8% below target. Some FTES were lost due to no-show and fraudulent enrollment drops. 2024-25 annual projected FTES is 17,344, up 3.7% from 2023-24 and 0.2% below 2024-25 target.
 - 2. Student Services: (J. Stephenson)
Work continues on identifying fraudulent applications and enrollments. ECC is partnering with LightLeapAI to help detect fraudulent applications. Meeting with West Hills College on 3/10 to discuss Reg365 system. Application submitted for SEM 2.0 project, focusing on one-stop shop model to assist students. ECC requesting Partnership Resource Team for assistance with streamlining technologies in Student Services.
 - 3. Marketing/Communications: (A. O'Brien)
Spring email blast to Stop Out and Applied Not Registered Students to go out in March/April. Email and digital ads will include UTM strings which help identify what channels and messaging are driving the most traffic and leads to our website. Multi-cultural focus groups, scheduled for 3/20, will seek to identify individual college drivers and media habits.

III. OTHER – Announcements

- A. C. Martin: Dashboard created with DE certification hours and information.
- B. D. Patel: Upcoming events listed on the Counseling Events & Activities webpage. Student outreach efforts have resulted in an increase in degrees and certificates.
- C. E. Gutierrez: Shared information from the Student Success Committee meeting on 2/28.
- D. M. Lemons: Celebrating Pi Day on 3/13 from 12-1p in MBA, pies provided.
- E. B. Sedor: RENT musical starts March 14, Campus Theatre. See www.centerforthearts.org for tickets.

IV. NEXT MEETING - Council of Deans – April 3, 2025; 9:15-10:30 a.m.; DE 166/Zoom