



## EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

### NOTES – Council of Deans

May 1, 2025

Present: J. Anaya, J. Aramburo, J. Barquero, C. Brewer-Smith, R. Christophersen, W. Cox, C. Dao, R. Dietz, A. Francisco, M. Garcia, C. Gold, R. Gonzalez, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, S. Kunisaki, S. Kushigemachi, R. Lee, M. Lemons, C. Lopez, C. Martin, K. Martinez, R. McCullum, M. Miller, S. Nilles, A. O'Brien, D. Patel, V. Rapp, E. Rice, M. Sandoval, B. Sedor, V. Unda, K. Watson

Guests: A. Sala, B. Thames

#### I. INFORMATION

Notes of April 3, 2025 - Approved as written.

#### II. CHAIR'S REPORT

C. Lopez shared that Academic Affairs will meet with the workgroup on 5/1 to review feedback on restructuring from the April 9 campus forum and online form.

#### III. DISCUSSION/ACTION

A. AFT Update: No update.

B. ECCE Update: (R. Dietz)

There have been issues with timely approval of employee vacation requests. Supervisors are reminded to follow the timeline outlined in Article 13 of the contract.

C. Facilities Update:

C. Lopez reported that progress is being made on the El Camino Commons, with move-in anticipated over the summer. The rescoping of the Music and Theater buildings is ongoing, with site visits currently underway. R. Brobst provided an update on upcoming projects: roof repairs, fuel tank replacement, softball field, Public Safety Training Center, and demo of CDC. Projects are expected to start over summer.

D. PBC Report: (K. Martinez)

4/24 meeting: PBC reviewed the 4/29 Budget Forum presentation, current state fiscal conditions, and the 2025-26 proposed budget, with the Budget Strategies Leadership Team present. While the budget outlook has improved, it relies heavily on one-time cost reductions. Sustainable savings are still needed for a truly balanced budget. The May PBC meeting is rescheduled to June 5 to incorporate updates from the May Revise. Area VPs are reviewing Nuventive budget requests, with rankings to be shared with Cabinet and PBC.

E. ASO Report: (M. Garcia)

April events included Club Rush with 400+ students and 30+ clubs, Earth Day plant giveaways, and a forum supporting AB 49 and AB 90. May events include ASO elections (closing 5/1), Build-a-Bouquet on 5/8, and Career and Transfer Decision Day at month's end. The Senate is actively working on resolutions and student rights.

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

4/1/25 meeting: Academic Senate passed AP 4245, supporting progress renewal for students. An update was given on textbook access through Barnes & Noble. The program review proposal—

shifting to yearly updates—was voted down. C. Lopez will present the ACCJC annual report at the May 6 meeting. The Senate is currently discussing AP/BP 3900 (Time, Place, and Manner) with a committee reviewing the language and planning to consult with Dr. Thames.

G. ECC Evolve Update: (C. Martin)

Third ECC Evolve summit is on 5/2, focused on programs without ADTs. In fall, ECC will launch its first Zero Textbook Cost (ZTC) Pathways, with 1–4 pathways planned. These allow students to complete a major and GE courses without textbook costs. Faculty interest in ZTC is growing, and future pathways, including Social Justice and Data Science, are in development.

H. Budget Strategies Leadership Update: (C. Lopez)

4/24 joint meeting with PBC: ECC still faces a significant structural deficit and sustainable cost reductions are still necessary. Future state revenue remains uncertain, especially with delayed tax filings from L.A. due to recent fires, making current projections unreliable. The college must continue to be cautious and strategic with spending.

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)

Spring 2025 enrollment is projected at 7,028 FTES—5.1% higher than 2024 and 1.1% above target. The year-to-date projection for 2024-25 is 17,725 FTES, a 6% increase over 2023-24. Some FTES loss is expected due to fraud.

2. Student Services: (K. Martinez/J. Barquero)

Group will attend the SEM Academy in June to work on the 2.0 project, which aims to develop a holistic, one-stop support model for students. K. Martinez reported that fraud continues to be a challenge, particularly in second 8-week sessions. Tactics now include live video impersonation and AI-generated identities. Lightleap AI is being implemented to block fraudulent applications earlier in the process. Faculty should report suspicious activity without conducting investigations themselves. Student Services is prioritizing fraud prevention and developing a centralized clearinghouse to monitor new tactics.

3. Marketing/Communications: (A. O'Brien)

Marketing strategy remains focused on noncredit programs. A social media ad campaign and a short-term certificate catalog targeting working adults will soon launch to support fall enrollment. Recent focus groups will inform fall email messaging, and a survey will go out next week to students who stopped out or applied but didn't register, helping outreach efforts. A foundation mini-grant will support the "Secret Shopper 2.0" initiative, which aims to assess the student experience.

**IV. OTHER – Announcements**

A. C. Martin: 5/9 – CTE faculty PD event to discuss programs; 11a-2p | Collaboration Room.

B. M. Miller: 5/23 - Student exhibitions & Open House with live jazz and food, 4-9pm | Art Gallery; 5/14 - "Life and Love in the Big City" closing reception, 1-3pm | Art Gallery.

C. R. Gonzalez: 5/16 - ASO funding programs deadline.

D. E. Gutierrez: 5/1 – Foster Youth exhibit, "Elevating Student Voices" 10a-1p | Student Services Plaza; 5/6 - 5/8 Mental Health Action Week, 3-part webinar series for faculty & staff, 10-11a.

E. M. Sandoval: 5/10 (Saturday) - Dual Enrollment Workshop, 10a-noon | East Dining Room.

F. B. Sedor: 5/16-5/25 - *Puffs* comedy play | Campus Theatre.

G. J. Aramburo: 5/16 - University Fair, 9a-2p | Library.

**V. NEXT MEETING** - Council of Deans – June 5, 2025; 9:15-10:30 a.m.; DE 166/Zoom