



## EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

### NOTES – Council of Deans November 7, 2024

Present: J. Anaya, J. Baumunk, C. Brewer-Smith, R. Christophersen, W. Cox, C. Dao, R. Dietz, C. Gold, D. Gonzales, R. Gonzalez, A. Grant, G. Greco, A. Hernandez, K. Iino, S. Kunisaki, S. Kushigemachi, R. Lee, M. Lemons, C. Lopez, C. Martin, R. McCullum, K. Nguyen, V. Rapp, E. Rice, M. Sandoval, B. Sedor, R. Suppelsa, V. Unda, G. Valle, K. Watson

Guests: R. Lopez, L. Plum, A. Sala, B. Thames

#### I. INFORMATION

Notes of October 3, 2024 - Approved as written.

#### II. CHAIR'S REPORT

C. Lopez reminded the members that ECC is still working to close an \$18 million budget gap for 2025-26. Initial Supplemental Retirement Plan (SRP) numbers are being collected and the list of participant names will be published in December.

#### III. DISCUSSION/ACTION

##### A. AFT Update: (K. Iino)

AFT settled negotiations on part-time healthcare, still negotiating year three compensation, and preparing for negotiations for the contract ending June 2025. District is working on clarifying issues with sick leave. Reminder to follow timelines for part-time faculty evaluations. C. Lopez noted that the sick leave spreadsheet was updated and corrections will be sent to payroll.

##### B. ECCE Update: (R. Dietz)

Recent issue with voting time off. Per article 5, §6, employees are allowed up to 2 hours paid time off to vote and should be recorded as district business, not personal time. Complaints concerning employee harassment continues. Be mindful when speaking with employees.

##### C. Facilities Update: (R. Suppelsa)

Working with contractors to finish the Modular Village, which is estimated to be completed by January. C. Lopez inquired about the Music Theatre Building replacement and the softball field/beach volleyball/tennis court projects. R. Suppelsa will update C. Lopez later.

##### D. PBC Report:

B. Suppelsa gave an update on the SRP. Special Board Meeting to be held on 11/7 to approve the 84 enrolled participants and review proposed SRP changes to potentially increase participation and financial savings. Current projected savings based on 84 participants with no replacement is approximately \$48 million over five years. The proposed SRP changes include: 1) Extend the enrollment period to November 22; 2) Increase final pay benefit to 85% if additional enrollments realize  $\geq$  \$1,500,000 in yearly gross savings; 3) Allow potential future re-hire at ECC part-time with SRP benefits (participants still eligible for employment away from ECC and full SRP benefits); and 4) Retirement date changed from 12/31/24 to 12/30/24 in order to qualify for PERS COLA in two years. New potential SRP participants can contact PARS directly for benefit calculations or to ask questions.

- E. ASO Report: (K. Nguyen)  
 Many new members were added to fill vacancies in ASO Senate. Next ASO Senate meeting on 11/7 at 1p. Recent events: Homecoming Tailgate, Lobby Day, and Student Voter Project. Upcoming events: 11/7 – Veteran’s Day Event 11a-1p & Paws for Mental Wellness 10a-12p; 11/14-16 – Advocacy Academy Conference; 11/21 – Harvest Festival/Food Drive; 12/6 – 26th Annual CARE & CalWORKs Warrior Holidays event.
- F. Academic Senate Report: (C. Brewer-Smith)  
 No update at this time.
- G. ECC Evolve Update: (C. Martin)  
 10/11 Evolve meeting: Worked on Academic Integrity Handbook and Warm Handoff Guide. If submitting FAQ’s for the guide, please include answers. Guide to roll out at Spring PD Day in conjunction with the Caring Campus initiative. Upcoming Evolve Summits: 11/15 – Session to develop videos to support Caring Campus; 11/22 – Early Alert session; 9:00a/Library. C. Martin will be distributing name tags. Evolve workgroup is working on condensing the number of student applications for services/programs on campus. Send C. Martin your program name and link to intake form and she will forward the information to the workgroup.
- H. Budget Strategies Leadership Update: (C. Lopez)  
 Group started meeting again in August in order to assess the ongoing budget reductions and revenue cuts from the state. Meetings were paused in October to allow the SRP to run. Next meeting is scheduled for 11/12 and will resume meeting every two weeks. C. Lopez emphasized that additional budget strategies are still taking place including negotiations with ECCE to delay 2% raise in January, TNC budget reductions, and reorganizations from the SRP.
- I. Strategic Enrollment Management (SEM) Reports:
  1. Academic Affairs: (C. Lopez)  
 Current fall projected enrollment is 7,638 FTES, up 6.9% from last fall and 2.2% above target. Due to a high Faculty Obligation number (FON), the only faculty recruitments this year will be in Nursing and key critical positions as a result of the SRP. C. Martin spoke on annualized scheduling and enrollment. Annualized scheduling will begin this spring for the 2025-2026 academic year. This is the first step towards allowing students to register for an entire year of classes. 11/21 – SEM Project Forum to discuss the processes and timelines for annualized scheduling and enrollment; 1:15p/Multipurpose Room. All are invited to attend, register on Cornerstone.
  2. Student Services: No report.
  3. Marketing/Communications: No report.

Note: The SEM monthly Board of Trustees Report is available for viewing on BoardDocs.

#### IV. OTHER – Announcements

- A. C. Lopez: 11/13 - College Night, 5:00 p.m., Student Services Plaza.
- B. B. Sedor: 11/22 - Pride & Prejudice opens; Campus Theatre.
- C. A. Sala: Foundation Mini Grant applications due by 11/8.

#### V. NEXT MEETING

Council of Deans – December 5, 2024; 9:15-10:30 a.m.; DE 166/Zoom