



## EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

### NOTES – Council of Deans December 5, 2024

Present: J. Aramburo, J. Barquero, J. Baumunk, C. Brewer-Smith, R. Christophersen, W. Cox, C. Dao, C. Gold, D. Gonzales, R. Gonzalez, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, K. Iino, S. Kunisaki, S. Kushigemachi, C. Lopez, C. Martin, K. Martinez, R. McCullum, J. Miera, M. Miller, K. Nguyen, A. O'Brien, D. Patel, V. Rapp, E. Rice, M. Sandoval, B. Sedor, K. Sundara, R. Suppelsa, V. Unda, G. Valle, K. Watson

#### I. INFORMATION

Notes of November 7, 2024 - Approved as written.

#### II. CHAIR'S REPORT – No report.

#### III. DISCUSSION/ACTION

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

An agreement was reached regarding part-time faculty healthcare. The agreement was ratified at the November Board meeting. If faculty have any questions, please contact AFT. Reminder to follow the timeline for faculty evaluations. Negotiations continue on year three compensation. Negotiations on the next contract are expected to begin in January or February. K. Iino announced she will be on sabbatical for spring semester.

##### B. ECCE Update: No report.

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

A discussion ensued regarding the Humanities Building and waterproofing measures for the winter. A plastic tarp will again be used to help minimize water leaks. C. Martin asked about the leak repairs and open ceiling areas in the Library. C. Lopez suggested meeting to discuss the current situation. The Modular Village is waiting for Edison to complete electrical work and cement work around the buildings is taking place. Completion of the project is expected in January.

##### D. PBC Report: (K. Martinez)

11/21 meeting: PBC reviewed the results of the SRP, an estimated savings of \$8 million for 2025-26. However, a \$10 million shortfall still exists for 2025-26 and a \$5 million shortfall for 2024-25. ECC is currently appealing a \$4 million IRS tax penalty.

##### E. ASO Report: (K. Nguyen)

ASO hosted Finals Madness December 2 -5 and participated in the Fall Harvest Festival on November 21, where they helped distribute 600 bags of groceries to 600 families. ASO members attended the 2024 Advocacy Academy in Sacramento to strengthen their skills in negotiation, communication, and relationship building. 12/5 – ICC Cultural Feast.

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

12/3 meeting: Discussed proposed changes to PD Day. Senate recommended keeping PD Day unchanged.

G. ECC Evolve Update: (C. Martin)

Evolve Summits for the fall semester focused on Early Alert, a warm handoff guide, and videos for the Caring Campus initiative which will premiere on PD day. Faculty interviews for participation in the Caring Campus workgroup are being scheduled. 15-20 faculty will be invited to participate in 3 sessions of four hours each in spring.

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

12/3 meeting: Reviewed updated information regarding the SRP. The extended timeline resulted in four additional participants; however, it did not meet the target of \$1.5 million in savings. The Board will decide in December regarding the final parameters. Cabinet is looking at the position control file to release funds not used for faculty positions. California property tax revenues are projecting higher than expected and may benefit schools. A new FTES funding calculation formula is available that could increase FTES by 2%.

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)

Fall term projecting 7,458 FTES, 4.89% higher than last fall. Drops for fraudulent students caused a drop; however, should still meet the 4% growth target. Campus forum was held on annualized scheduling and enrollment.

2. Student Services:

J. Barquero reported that the Student Services Reorganization Advisory group will meet on 12/12 to review draft models, and Northrup Grumman will continue the co-op pre-apprenticeship program for summer 2025. K. Martinez reported they are working on identifying potential fraud students.

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

Reaching out to deans regarding the short-term class catalog; Running digital media winter/spring awareness campaigns; Closing the bilingual media habits survey; and focus groups planned for January.

**IV. OTHER – Announcements**

A. J. Aramburo: 12/9: Drop for non-payment.

B. J. Barquero: 12/5: Finals Madness; 8p-Midnight, Library/DE 166.

C. E. Gutierrez: 12/6: Care & CalWORKS Warrior Holiday event. Over 200 parenting students and children will receive toys & gifts. Thank you to everyone that made donations.

D. C. Martin: Part-time faculty office hours were submitted to payroll. Refiling window will reopen 12/5 - 12/13.

E. B. Sedor: 12/6 – 12/8: Last chance to see Pride & Prejudice. Joanna Nacheff directs her last sing-along, as she will be retiring. 12/6: Messiah Sing-Along, 7:30p, Haag Recital Hall.

**V. NEXT MEETING**

Council of Deans – January 9, 2025; 9:15-10:30 a.m.; DE 166/Zoom