



**NOTES – Council of Deans  
October 2, 2025**

Present: J. Arámburo, J. Barquero, J. Baumunk, C. Brewer-Smith, D. Dau, A. Franscico, C. Gold, A. Grant, G. Greco, E. Guitierrez, A. Hernandez, K. Iino, L. Justice, R. Lee, C. Lopez, C. Martin, K. Martinez, R. McCullum, M. Miller, A. O'Brien, D. Patel, E. Rice, M. Sandoval, B. Sedor, J. Stephenson, K. Sundara, V. Unda, M. Vander Horck, N. Chukwudebelu

**I. INFORMATION**

Notes of September 4, 2025 – Approved as written.

**II. CHAIR'S REPORT**

TRiO Grant received from the Department of Education.

**III. DISCUSSION/ACTION**

A. AFT Update: (K. Iino)

K. Iino will continue to represent AFT. Current President, J. Baranski, teaches at this time. Currently in negotiations. In the process of working through some RPL issues with some divisions as well as some logistics on dual enrollment assignments. Thank you for working with us.

B. ECCE Update: (R. Dietz)

No report.

C. Facilities Update: (W. Englert)

No report.

D. PBC Report: (K. Martinez/J. Aramburo)

PBS met 9/18 reviewed budget calendar that will be sent out for feedback. 25-26 goals were reviewed and passed. A template for the reports will be sent out. The final budget was approved 9/12. The next budgeting cycle will begin soon. All were asked to understand that budgets are fluid.

E. ASO Report: (Nicole Chukwudebelu)

ASO recently had club rush and passed bylaws. Events for students were announced.

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

Academic Senate met on 9/16. AP 3775, AP/BP 4101, 4110, and BP 4220 were passed. The SEP presentation will be on the new business agenda for the next meeting. Information regarding credit for prior learning was shared. There was a presentation of the Academic Senate self-assessment. The next meeting is 10/7.

G. ECC Evolve Update: (C. Martin)

Currently planning 4 summits that align with four behaviors faculty chose for Caring Campus. There will be more videos to support the work. Working on outstanding program maps review. The work to implement degree audit in Colleague has uncovered a lot of disconnect creating a need to clean up data. Periodically links are broken and need to be reported for correction.

CM colleague user group working to launch procurement module by December 1. At October President's meeting there will be a demonstration. Considering other fiscal services modules implementation for quality of life improvement for all. Additional efforts to improve processes will include administrative assistant training on scheduling in base screens.

C. Lopez as improve quality of systems and processes allow more time we get back to work with students.

H. Strategic Enrollment Management Reports:

(A complete SEM monthly Board of Trustees Report is available for viewing on BoardDocs)

1. Academic Affairs: (C. Lopez)

There will be an updated enrollment report today. As of a little less than a few weeks ago the gap for Fall 2024 closed down to 81. Efforts to close gap are late start classes as well as processing dual enrollment. Positive attendance and noncredit will also assist in closing the gap by end of term.

Guidance for annual scheduling will go out to offices. The goal is to have entire schedule available by mid- April. Most likely it will be 90 – 95% available the remaining percent delayed due to curricular changes and other circumstances.

2. Student Services: (J. Stephenson)

CRM has been launched. The current version 1.0 is in use. There will be a presentation to Cabinet on Tuesday then present at a future viewing live data and discussion on what has been done and the information used before proceeding into second phase. Degree audit implementation will take some time due to all the pieces that have to come together.

FamilyU partners and ECC continue to work together to support student parents and their needs.

Academic Affairs and to collaborate with A & R to streamline the late enrollment process.

C. Lopez when degree audit implemented at other institutions it resulted in an increase of 5 plus percent in awards. This has a major impact to and the students and the institution.

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

Student interest form was revised due to the CRM 1.0 release the new link should be used. There is a digital advertising campaign on all social media platforms running for the second eight weeks. New email nudges for student close to completion will begin. YouTube voice over videos are tracking well with good engagement.

ECC's Hispanic heritage kickoff video went viral on Instagram and TikTok resulting in the Chancellor's office and the National Council for Marketing and Public Relations (NCMPR) sharing the Instagram post.

**IV. OTHER - Announcements**

- A. B. Sedor: Art Gallery exhibit by J. Dallal. One-Act plays are taking place tonight and this weekend.
- B. L. Justice: LightLeap rolled out and seems to be working. Winter/Spring applications open now. Summer applications will open Friday.
- C. E. Guterrez: Childhood Education to host a parenting resource fair on 10/29. M. Lopez from FamilyU taking a big lead and working with C. Cervantes.
- D. M. Miller: Visit Library exhibit. There is a Day of the Dead exhibit in the Anthropology Museum as well as the Stamp Project exhibit in Mi Casa.
- E. J. Stephenson: Student Equity Plan is up. It is a compliance document with a limitation on characters. Focused on the highest impacted group(s). Equity in all plans at the college.
- F. R. McCullum: A change to current practices. Moving forward all contracts are to be submitted in BoardDoc for Procurement review prior to board approval deadline 10/10.

**NEXT MEETING**

Council of Deans – November 6, 2025; 9:15-10:30 a.m.; DE 166/Zoom