



**Division of Behavioral and Social Sciences**

**ECONOMICS**

**Wednesday, October 27, 2021**

**MINUTES**

- Members:**
- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Dean: Chris Gold | <input type="checkbox"/> Meric Keskinel             |
| <input checked="" type="checkbox"/> Tanja Carter     | <input checked="" type="checkbox"/> Brett Marschall |
| <input checked="" type="checkbox"/> Michael Fradkin  | <input type="checkbox"/> Gerardo Nebbia             |
| <input type="checkbox"/> Mehran Gharib               | <input type="checkbox"/> Farshid Tahernia           |
| <input checked="" type="checkbox"/> Minehiro Inouye  |   |
- Guests:**
- Cecelia Mataalii, BSS Clerical
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**I) Fall 2021 Schedule and Enrollment** (PowerPoint slide #3 & 4)

- Fall 2021 enrollment is light across the college and in BSS. A couple ECON sections were moved to the second 8 weeks to give them time to enroll and others have low fill rates.
- Referring to the load report information, total seats filled are down from 766 in 2019 to 703 in 2021.

**II) Winter 2022 and Spring 2022 Schedules** (PowerPoint slide #5)

- The winter and spring schedules for the division are modest because of the decline in enrollment.
- Classes for winter and spring are planned in a variety of different modalities – on campus, online, and hybrid. If classes fill, we will add in the modality that students prefer.
- In Spring, every adjunct will have 2 sections. We are hoping to be able to add.
- The tentative schedule has 47% of sections on campus or hybrid and 53% online.

**III) The Return to Campus** (PowerPoint slides #6-8)

- Our buildings (SOCS and ARTB) will reopen January 2022 at the latest. The Dean may be back working on campus in November.
- Social distancing is not required so our classes are scheduled with full caps.
- If the LA County Department of Public Health and/or Occupational Safety and Health Administration (OSHA) requires social distancing again in Winter or Spring, we will transition to online.
- There will be 2 air purifiers per classroom, 1 per office, and one or more in most common spaces.
- Each classroom will have a touchless hand sanitizing station.

- Masks are required everywhere on campus, including while lecturing.
- You can remove your mask when you are alone in your office with the door closed, and in “mask break” spaces.
- The Board is requiring vaccinations. Please upload your evidence of vaccination by November 8 to the Cleared4work website. Please email Cecelia if you are having trouble with it. If you would like to request an exemption to the vaccine mandate, please email Chris or Maria.
- ITS will, however, make sure all the equipment is functioning in the building and suitable for instruction before classes begin in Winter.
- If you need a microphone to help you project your voice while wearing a mask, please let Chris know.
- Chris will be reaching out to all faculty to find out who needs a microphone to use while lecturing. There is a shortage of most instructional technology equipment so we may not be able to have the high-quality ones installed by spring.

#### **IV) Counselor’s Report – Cheryl Kroll**

- Please see slide #9 in the attached PowerPoint.

#### **V) Faculty Evaluations (Timeline on PP Slide #11)**

- Faculty evaluations are resuming as normal. We have a lot to catch up on so that everyone is still evaluated in their regular cycle. Most full-time faculty are conducting two evaluations this semester.
- Observations and surveys have closed. Survey results should be returned by week 11. Evaluatees should be working on their self-evaluations, evaluators should be working on their observation reports. Conferences must be held by Dec.3.

#### **VI) Faculty Hiring Prioritization**

- Anthropology, Childhood Education, Human Development, Psychology, Sociology, and Ethnic Studies will be requesting positions.
- Division Council will be ranking the position requests on Oct. 28<sup>th</sup>. If Mine cannot attend, Tanja will attend in his place.

#### **VII) Curriculum and SLOs**

- This fall, Economics will be reviewing Econ 100, 101, 101H and 102 (everything!).
- No assessments are due this Fall 2021.

#### **IX) Announcements**

- The remaining division-wide meetings will be held from 1:15-2:15 on Wed. Nov. 3, and Thurs. Dec 2. On Nov. 3, Dr. Sims will be giving a report, Moses Wolfenstein will make a presentation that includes hybrid best practices, and the Writing Center will make a short presentation about their services. For Dec. 2<sup>nd</sup>, the Dean is planning a panel of BSS faculty who are willing to share their best practices in their online classes.
- The Dean also has open office hours on Wednesdays from 1:15-2:15.

Attachment: Meeting PowerPoint

cc: Dr. Brenda Thames, Superintendent/President  
Dr. Jackie Sims, VPAA  
Department Faculty  
MetaMajor Counselors

# Economics Department Meeting – Oct. 27, 2021



# Economics Agenda

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Fall Schedule and Enrollment

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Winter and Spring Schedule

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The Return to Campus

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Counselor's Report – Cheryl Kroll

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Faculty Evaluations

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Position Requests

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Curriculum and SLOs

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Announcements

# Fall Schedule and Enrollment

- ECON 100 (2 sections. Includes 1 dual enrollment.)
- ECON 101 (11 sections. 2 moved to second 8 weeks)
- ECON 101H (1 section.)
- ECON 102 (6 sections. 2 with low fills.)

# Fall Economics Classes – From 2021 Load Report

(Fall Session) Year	Sections	Seats Filled	Fill Rate	Avg. Class Size
2019	18	766	98	40
2020	23	935	95	39
2021	20	703	82	33

# Winter and Spring 2022 Schedules

## Winter Schedule

- ECON 101 (3 sections – 1 on campus and 2 online)
- ECON 102 (2 sections – 1 hybrid and 1 online)

## Spring Schedule

- ECON 100 (2 sections. 1 is dual enrollment)
- ECON 101 (9 sections)
- ECON 101H (1 section)
- ECON 102 (8 sections)
  
- Modality (47% on campus/hybrid and 53% online)
- All adjuncts currently have 2 sections.



# The Return to Campus

- Buildings reopen January 2022 – at the latest.
- No social distancing. Full class caps.
  - If the LA County Department of Public Health and/or Occupational Safety and Health Administration (OSHA) requires social distancing again, we will transition to online.
- Air purifiers – 2 per classroom, 1 per office, and in most common spaces.
- Touchless hand sanitizing stations.
- Mask requirement everywhere on campus and while lecturing. (Need a microphone?).
- No mask when alone in office and door closed, and in “mask break” spaces.
- Board requires vaccinations

# In-Room Air Purification Unit Specifications

## In-Room Air Purification Unit

JADE Model: SCA5000C



- 3-second motor start delay
- 3-speed selector switch on 006 and 015 models for various air flow ranges
- 10-foot long power cord with strain relief
- Exhaust transition plate to standard 10-inch round (005/006 sizes) or 12-inch oval (015 size) duct included
- Maximum air cleanings per hour = .5
- Galvanized steel, pre-painted cabinet is fully insulated
- SIZING:
  - Average Lecture/Lab is 900 square foot sized bedroom with a 10 ft high ceiling, your room is 9,000 cubic ft. For two air cleanings per hour you will need to move 18,000 cubic feet per hour of air through the filters. Since CADR is measured per minute, you would then divide 18,000 by 60 to get to 300 CADR. Each Lecture/Lab requires two units.

### Estimated Costs

Jade Air Purifier SCA5000C	ea	730	\$ 1,997	\$1,457,810
Hepa Filter (Changed twice per year)	ea	1460	\$ 149	\$ 217,540
Charcoal Filter (Changed twice per year)	ea	1460	\$ 79	\$ 115,340
Germicidal UV Light Bulb (Changed Annualy)	ea	365	\$ 46	\$ 16,790
Lecture/Lab/Library	365			
<b>TOTAL</b>				<b>\$1,807,480</b>

### Benefits to Staff & Students

- 99.97% efficient, long-life HEPA filter removes particles as small as 0.3 microns
- Standard MERV 7 or higher pre-filter
- Minimum 200 CFM, maximum 1500 CFM
- Meets or exceeds the ASHRAE Standard 170: Ventilation of Health Care Facilities
- HEPA filter rack and sealing design meet air leakage requirement
- Vertical design for smaller footprint compared to many competitors and can be mounted and operated horizontally when necessary
- Portable and adaptable to nearly any appropriately-sized location
- Heavy-duty, lockable casters for easy transport
- Red lighted indicator to alert user when filters are overloaded (generally means pre-filter requires replacement)
- Green on/off switch illuminates to verify when running



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## Process for Employees Seeking COVID-Related Exemption

On September 7, 2021, the El Camino Community College District Board of Trustees approved a resolution requiring all employees provide evidence of being fully vaccinated no later than November 8, 2021.

All employees are encouraged to get fully vaccinated and El Camino's Student Health Services is offering [free COVID-19 vaccinations on campus](#).

For those employees, both full-time and part-time, seeking a vaccination exemption or other COVID-related procedure exemption, the attached process map was developed to help individuals navigate the process.

**Faculty must post their vaccination card to the World Back to Work website by November 8, 2021.**

## **Counselor's Report – Cheryl Kroll**

***Career Center Events:*** <https://www.elcamino.edu/support/careers/career-counseling-appointments.aspx>  
Students can use this link to explore careers, access meta major resources, look for a job and attend workshops.

***Transfer Center Events:*** <https://www.elcamino.edu/academics/transfer-center/index.aspx>

**CSU Application Workshops:** Sessions available on: 11/3; 11/4; 11/10; 11/16; 11/17; 11/22; 11/24; 11/29; 11/30. Students can sign up on the TC website now.

**UC Application Workshops:** Sessions available on: 11/1; 11/4; 11/9; 11/10; 11/15; 11/17; 11/23; 11/24; 11/29; 11/30. Students can sign up on the TC website now.

**UC Personal Statement Workshops:** Sessions available on 11/7; 11/8; 11/17; 11/18; 11/23. Students can sign up on the TC website now.

**University Virtual Tours:** In lieu of our in person campus tours, the Transfer Center has posted a number of virtual tours of various public and private universities on their site.

# Faculty Evaluations

## Evaluation Timeline – Fall 2021

	<b>16-week classes</b>	<b>1<sup>st</sup> 8-week classes</b>	<b>2<sup>nd</sup> 8-week class only*</b>
<b>Student Surveys</b>	Week 7 (October 9-15)	Week 5 (Sept. 25-Oct. 1)	Week 5 (Nov. 20-24)
<b>Observations</b>	Week 7 (October 9-15)	Week 5 (Sept. 25-Oct. 1)	Week 5 (Nov. 20-24)
<b>Self-Evaluation</b>	Completed by end of week 12 (November 19)	Completed by end of week 12 (November 19)	Completed by end of week 7 (December 10)
<b>Evaluation Conference</b>	Scheduled by evaluators after receipt of student survey results. Must be completed by December 3.	Scheduled by evaluators after receipt of student survey results. Must be completed by December 3.	Scheduled by evaluators after receipt of student survey results. Must be completed by December 15.
<b>Evaluation completed and acknowledged by evaluatee in Reviewsnap</b>	December 10	December 10	December 17

# BSS Faculty Hiring Requests

1. Anthropology
2. Childhood Education (2 positions)
3. Ethnic and Social Justice Studies
4. Human Development (2 positions)
5. Psychology
6. Sociology

Thursday, Oct. 28 – Prioritization in Division Council.

November 24 – Prioritization is announced – sent to Superintendent/President for final decision.

# Curriculum and SLOs

## **Fall 2021 Curriculum Review**

- ECON 100, 101, 101H, 102

## **SLOs**

- None due this fall.

# Announcements

## Division Meeting Dates

- Wednesday, Nov. 3 – 1:15-2:15
- Thursday, Dec. 2 – 1:15-2:15

## Dean's Open Office Hours

- Wednesdays, 1:15-2:15

## Other Announcements