

BSS Division Council

Thursday, February 18, 2021



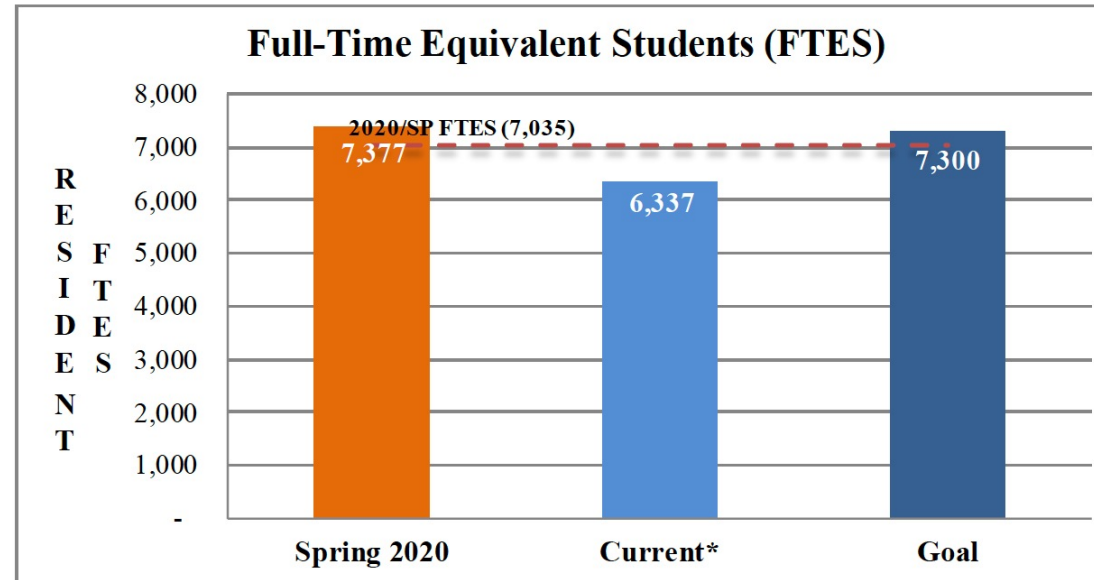
BSS Division Council Agenda

- I) Returning to Campus and Vaccinations
- II) The Budget – Town Hall meeting today
- III) Enrollment and Scheduling
- IV) Contractual Updates
- V) Outlook 365
- VI) Dean's Open Office Hours – Wednesdays 1-2:00 (waiting room)
- VII) Division Meetings (Flex) - March 4, April 1, May 6.
- VIII) Faculty Team Site
- IX) Annual Planning – Prioritizing Division Requests
- X) Hellos and Goodbyes
- XI) Counselors Report
- XII) Announcements and Questions

Term: 2021/SP
Reporting Date: 02/16/21
Location: El Camino College

Enrollment to Date: Resident Students

13 days to census	2020/SP (02/18/2020)	Current	Goal	Current away from goal
Sections	2,184	1,936	-	-
Seats Filled	55,419	49,325	-	-
Sections Fill Rate	80%	80%	90%	-10%
Projected FTES*	7,377	6,337	7,300	↓ (963)



The district is currently earning 266 non-resident FTES in addition to the 6,337 resident FTES.

Observable Changes:

Description	Current vs Spring 20	Current vs Goal	Current Report vs 2/16/21 Report
Δ FTES	↓ (1,040)	↓ (963)	109

* FTES projections do not include projections for Positive Attendance or Dual Enrollment sections.

Term Enrollment Report

Division Enrollment

Site: El Camino College

Term: 2021/SP

Tuesday, February 16, 2021

11:59 PM

Division	Section	Capacity	Resident Students	Nonresident Students	Enrolled	Fill Rate	Resident FTES
BSSC	407	17,072	13,611	464	14,077	82.5%	1,308.20
BUSI	146	5,102	4,485	184	4,669	91.5%	540.71
FINE	308	9,193	5,514	250	5,764	62.7%	709.45
HEAL	278	7,205	5,279	129	5,409	75.1%	744.84
HUMA	287	7,776	6,912	481	7,395	95.1%	762.35
ITEC	125	2,246	1,713	58	1,771	78.9%	340.21
MATH	240	8,108	6,752	327	7,079	87.3%	847.76
NSCI	174	6,020	5,536	172	5,709	94.8%	1,134.07
Grand Total	1,965	62,722	49,802	2,065	51,873	82.70%	6,387.58

*The Enrolled and Fill Rate columns include nonresident students.

(g) Part-time faculty may offer up to 2 hours per semester of office hours with the goal of providing focused attention and additional learning support for students, but especially for racially minoritized students, to improve academic success. Office hours shall be payable at the appropriate column of Appendix D-1, Lecture, Step 1 rate. Part-time faculty office hours shall not be computed as part of the teaching load.

(e) Each Part-Time Faculty Member shall be responsible for completion of Professional Development flex time equal to one-half (1/2) hour of professional development activities for each semester unit taught in the fall and spring semesters up to a maximum of three (3) hours per semester. Flex time shall be payable at the appropriate column of Appendix D-1, Lecture, Step 1 rate. Part-Time Faculty Flex hours shall not be computed as part of the teaching load.

Faculty Evaluations

Part-time and probationary faculty

- Evaluations resume in Spring 2021.
- Modified student survey and evaluation forms.
- Faculty have been notified this week that they are due to be evaluated this Spring 2021.
- Conducted on Reviewsnap.
- Only options for overall evaluation are Needs Improvement and Satisfactory (no Unsatisfactory).

Tenured faculty

- Evaluations resume in Fall 2021.
















BSS Business

- Outlook 365
- Dean – Open Office Hours – Wednesdays 1-2:00pm
- Division Meetings (3/4, 4/1, 5/6)
- BSS Faculty Team Site




BSS Faculty

Microsoft Teams Site

 Name ▾	Modified ▾	Modified By ▾
 Adjunct Faculty Handbook	September 21, 2020	Gold, Christina
 Annual Plans	November 1, 2020	Gold, Christina
 Calendars	September 28, 2020	Gold, Christina
 Canvas	November 6, 2020	Gold, Christina
 Conference and Travel Requests	September 21, 2020	Gold, Christina
 Curriculum	November 1, 2020	Gold, Christina
 Discipline Transfer Guide Sheets	November 1, 2020	Gold, Christina
 ECC Letterhead	September 21, 2020	Gold, Christina
 Human Resources and Payroll	September 28, 2020	Gold, Christina
 Professional Development	September 21, 2020	Gold, Christina
 Reporting - Enrollment and Grades	September 21, 2020	Gold, Christina
 SLO Assessment	November 1, 2020	Gold, Christina
 Student Incident Reports and Privacy	September 28, 2020	Gold, Christina
 Student Petitions and Forms	September 21, 2020	Gold, Christina

Screenshot

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Hellos and Goodbyes

New History Adjunct Faculty

- Lillian Hodges, United States History
- Danny Hsu, World History
- Mark Wishon, United States History

Jennifer Montgomery, Childhood Education

Blair Gibson, Anthropology

Counselors Report – Cheryl Kroll

Grad Checks:

The last day to fill out a grad check request on the Counseling website is 2/24/21. However, we will be hosting grad check panic rooms each day next week. Students will sign up on the Counseling Division website. The last day to file for a degree is Friday, 2/26/21.

Undecided Majors Workshop:

March 2, 2021 from 1-2:30 pm. Students sign up via the Career Center link on the Counseling website.

Spring 2022 Transfer Workshops: Thursday, 3/18 from 1-3 pm; Wednesday, 4/21 from 3-5; Thursday, 5/18 from 1-3 pm

- Students sign up via the Transfer Center on the Counseling website.

Options for Transfer Workshops: Wednesday, 3/31 from 3-5 pm; Thursday, 4/29 from 1-3 pm; Monday, 5/17 from 1- 3 pm

- Students sign up via the Transfer Center on the Counseling website.

TAG (Transfer Admission Guarantee) Workshops: Tuesday, 5/11 from 1-3 pm

- Students sign up via the Transfer Center on the Counseling website.

Announcements and Questions