



NOTES – Council of Deans
May 10, 2018

Present: J. Anaya, M. Arthur, D. Breckheimer, R. Brobst, L. Clowers, W. Cox, K. Daniel-DiGregorio, R. Davis, R. Dreizler, A. Estrada, E. Geraghty, C. Gold, D. Gonzales, I. Graff, A. Grant, A. Hernandez, C. Jimenez, L. Justice, A. Leible, R. Miyashiro, R. Natividad, A. O'Brien, B. Odega (ASO), N. Oliva, D. Patel, B. Price, I. Reyes, J. Sims, L. Ternes, G. Toya

Other Guests: S. Kunisaki for C. Martin, L. Suekawa

I. INFORMATION

Notes of April 12, 2018 - Approved with the following revision:

II.G. BP/AP 5500: “L. Ternes will check with the ~~Student Discipline Task Force~~ **Ed Policies** regarding the additional language and will bring AP 5500 back for approval.”

II. DISCUSSION/ACTION

A. PBC Report: A. Grant provided an update:

5/3/18 Meeting: B. Fahnstock presented tentative budget assumptions as recommended by the Superintendent/President. Estimated revenue from all sources will be \$127 million. The Cost-Of-Living Adjustment (COLA) is expected to rise to 2.71%. ECC will tap into the Interfund Reserve to fund \$1.6 million in PERS/STRS increases. Basing budget on the generation of 19,642 FTES. Budgeted for 21 new faculty hires, 10 classified hires, and four management hires. G. Toya and Student Representative Alex Ostrega suggested that the Student Activity Fee be raised from \$10.50 to \$15.50 per semester to cover increased costs and reduced funds. Only 35% of Student Activity Fees go towards ASO, while at other colleges, 100% go towards ASO. This increase will allow for more charging stations, Metro U-Passes, training, club activities, excursions, and more.

B. ASO Report: B. Odega provided an update:

1. Student Activity Fee: ASO approved the increase to \$15.
2. ASO Elections: Voting ended on 5/9. Election results to be announced on 5/11.
3. Culture Event: 5/15 from 10am-2pm; Folklore, dancing, different cultures
4. ASO Movie Night: 5/17 at 7:00 p.m.; Movie: Black Panther; Free admission - \$2 In-N-Out food truck, \$1 popcorn; Library Lawn
5. Warrior Pantry: Last semester, 1400 households were supported, and for spring semester, this amount was surpassed in March. R. Miyashiro noted that monetary contributions can be automatically set-up with quarterly deductions by contacting the Foundation Office. J. Sims added that at division meetings, an envelope is passed around to collect donations for the pantry. D. Breckheimer requested the pantry hours be posted outside the room for each semester. R. Miyashiro reported that the CalFresh program will soon be available for those needing assistance.

- C. Academic Senate: K. Daniel-DiGregorio (KDD) provided an update: Academic Senate has been meeting with the IEPI consultants. M. Arthur has been coordinating the Dual Enrollment Advisory Committee. Senate working on many Ed policies and consulted on the Guided Pathways Work Plan, the Climate Survey and the Withdraw Survey. Meeting topics included second readings from the Program Evaluation Task Force on Horticulture and the revised Flex Matrix. New flex reporting software coming in the fall. KDD reviewed the handout on the Senate Evaluation: Strengths and Areas for Improvement. Senators suggested adding signage to division mailboxes that identifies senators so colleagues know who to seek out if they want information, have a question or a suggestion. R. Miyashiro to speak to J. Shankweiler regarding the mailboxes.
- D. Facilities Update: R. Brobst provided an update:
Water Heaters: Issues were fixed. All buildings have hot running water.
Baseball/Softball Field Renovation: Architect has submitted a proposal. Looking for funding.
Campus Exterior Lighting: 90 light fixtures were determined inoperable and are in the process of getting fixed; 20 fixtures have been repaired; and 10 fixtures, deemed not warrantied, will be replaced. If you see any light fixtures out, please notify R. Brobst.
Concrete: 19 uneven concrete areas were identified on campus. Work to begin on grinding, patching, sealing, and replacing concrete panels.
A request was made for facilities to look at the concrete strip between the parking structure and bookstore. Yellow marking tape was added, however, area may still be a trip hazard as students continue to cut through the planter area. R. Brobst reported they are looking for a solution to the problem.
Signage: R. Brobst noted that A. O'Brien handles campus communication and getting people better matriculated through the campus. Facilities is evaluating the overall signage on campus for better identification, including adding building names and numbers and roof numbers.
Relocation Spaces: Looking for space for divisions located in Student Services/Student Activities that do not have a home once the new Student Services Building opens.

Members addressed other issues:

- Murdock Stadium Signage: R. Natividad indicated that plans are still in the works to obtain a sign to recognize former President Murdock in Murdock Stadium. R. Miyashiro suggested looking into sponsorship for areas within the stadium to help augment costs. A. O'Brien will consult with A. Sala regarding naming opportunities.
 - Banners: A. O'Brien gave an update on the banners and rendering for the perimeters of the campus and inside the athletic complex. Due to landscaping needs and the budget/bidding process, looking to implement those items during the summer.
 - Signage: A. Grant asked if additional signage in the Natural Sciences area will be implemented by fall, as they are using sticky notes to direct students. R. Miyashiro requested A. Grant send him an email and he will add it to the President's Cabinet agenda.
- E. AP 7160 - Professional Development: K. Daniel-DiGregorio/L. Ternes provided an update: K. Daniel-DiGregorio reported that various committees were consulted on the policy. Using the CLCC template as a guide, minor organizational changes were made, and two members were added to the professional development advisory committee: The VP of Student Services and a representative from the ECC Police Officer Association. G. Toya made a suggestion for adding a student member; however, C. Gold responded that it was not in Title 5, and it was important for members to have the ability to be candid without students involved. A suggestion was made to consult the professional development advisory committee on the changes; I. Graff will consult on wording. A motion was made and a vote taken to approve

the changes to AP 7160, contingent on approval of the edits. Motion passed to move AP 7160 forward to the Senate, pending edits.

- F. AP/BP 4226 - Multiple & Overlapping Enrollments: K. Daniel-DiGregorio/L. Ternes provided an update:

BP 4226:

K. Daniel-DiGregorio reported that a number of changes were made by the Academic Senate to help clarify the policy, as it was confusing. L. Justice commented that they are looking at how to correct the system in order to prevent students from enrolling in multiple and overlapping courses. Discussion ensued regarding changing the language to distinguish between multiple and overlapping courses. L. Clowers suggested adding numbers to the first sentence to read “The Superintendent/ President shall establish procedures to ensure that students **1)** do not enroll in multiple sections of the same course at any given time during the term **and 2) do not enroll in** courses where the meeting times overlap.” A motion was made and a vote taken to approve the changes to BP 4226. Motion passed to approve the changes and move BP 4226 forward.

AP 4226:

A paragraph was added regarding the procedure for dropping students who enroll in multiple sections or overlapping courses. A discussion ensued regarding the policy for dropping students from classes. Another discussion took place regarding correcting the technical issues. A suggestion was made to add the policy language to the registration portal, as well as notifications by email and text. A motion was made and a vote taken to approve the changes to AP 4226. Motion passed with 2 abstentions to move AP 4226 forward.

- G. AP 5500- Standards of Student Conduct: K. Daniel-DiGregorio/L. Ternes provided an update: L. Ternes reported that AP 5500 was brought back after changes were made from the previous meeting on 4/12/18. “Cannabis” was added to page 2, under the subheading Drugs, Alcohol, **Cannabis**, and Smoking, and “vape pens” was added to item 2. A suggested change was made on page 1, paragraph 2 to read, “Students alleged to have violated **the Sexual and Gender-Based Misconduct ~~policy~~ procedure (BP/AP 3540)**...” R. Miyashiro suggested Risk Management and an attorney review the wording. A motion was made and a vote taken to table AP 5500 for law review. Motion passed.

- H. ECC Connect: R. Miyashiro provided an update:

We are looking for faculty leaders for ECC Connect willing to participate starting this summer. Stipends will be provided as these will be ongoing leadership roles. Please forward names to L. Clowers & D. Patel.

- I. CSU/UC Transferability: L. Suekawa provided an update:

L. Suekawa presented a handout concerning the new submission process for courses. Effective fall 2018, course proposals for CSU GE and IGETC will no longer be backdated. For example, courses for CSU GE and IGETC submitted in Mid-December 2018 receive notification in April 2019, but will now be effective the following academic year in fall 2019. Reasoning for the change was that in some cases a course may not get approved and this could be problematic for students. If students know in advance about the GE status of a course, they can make more informed decisions. It is important for deans to share this information with faculty and to be aware when scheduling courses, as this may affect fill rate and class enrollment.

III. OTHER

Announcements:

- A. G. Toya: 6/8 – ECC Commencement Ceremony; need faculty in regalia to please participate. 6/20 – ECC hosting all four Torrance Unified high school commencements on the 3rd day of summer school in Murdock Stadium. Parking will be impacted.
- B. I. Graff: Thanked everyone for taking the Climate Survey. Received a satisfactory response rate. Out of 1511 employees, 609 responded – a 40% response rate (26% faculty, 69% managers, and 54% staff). Student response was over 1500 using random selection. Results will be compiled over the summer and will report back in the fall.
- C. I. Reyes: 5/10 @ 1pm; Last day of Chicano heritage celebration; Presentation: *You are Indians! Changing Mexican Indigeneity in Literature* by Dr. Ariel Tumbaga.
5/12: Mother's Day event for El Camino students of the CARE program. Collecting donations for children's toys and clothing for the event. Please drop-off donations in the dean's office or with I. Reyes by 5/11.
- D. D. Patel: 5/17 – Career and Majors Fair. Library Lawn.

IV. NEXT MEETING

Council of Deans – June 14, 2018; 8:30-10:30 am; Alondra Room