



**NOTES – Council of Deans**  
**June 14, 2018**

Present: M. Arthur, R. Brobst, W. Cox, A. Estrada, E. Geraghty, C. Gold, D. Gonzales, I. Graff, A. Grant, G. Greco, M. Guess, A. Hernandez, C. Jimenez, L. Justice, A. Leible, R. Miyashiro, R. Natividad, B. Odega (ASO), D. Patel, B. Price, V. Rapp, I. Reyes, J. Shankweiler, J. Sims, L. Ternes, T. Winchell

Other Guests: S. Kunisaki for C. Martin, W. Wilson

**I. INFORMATION**

Notes of May 10, 2018 - Approved as written

**II. DISCUSSION/ACTION**

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

6/7/18- B. Fahnestock reported that in 2017-18, ECC spent \$700,000 less than what we brought in. \$15 million was added to the Interfund Transfer for PERS/STRS liabilities. For 2018-19, we can expect \$7.8 million in additional expenses, which will be covered, along with the COLA increase of 2.71%, step and column increases, health insurance increases, and PERS/STRS increases. The funding formula is still pending, as of the last PBC meeting, but 2018-19 will be a hold harmless year.

R. Miyashiro added that the compromise includes three years hold harmless and the formula will be 70/20/10 (FTES/Equity Measures/Success).

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

ASO accomplishments for 2017-18:

- Warrior Pantry helped to support 1400 households
- 50 Metro U-Passes were given out to students in the fall and 75 in the spring
- FloWater contract was renewed for five more years
- Commitment to advocate for ECC DACA recipients
- Hosted Harvest Fest, Constitution Day, Movie Night, Finals Madness
- Passed three resolutions which included opening the Health Center for summer

Wiley Wilson, ASO Director of Academic Affairs & VP for the Black Student Union, was introduced as the new ASO representative. W. Wilson shared that he is working to establish grants and scholarships for students transferring to Historically Black Colleges and Universities (HBCUs).

R. Miyashiro encouraged all faculty and staff to purchase an ASO sticker for \$15. A suggestion was made to offer the stickers for purchase at faculty meetings.

C. Academic Senate: K. Daniel-DiGregorio (KDD) provided an update: No report

D. Faculty Rehire Letter: A. Grant provided an update:  
A handout of the faculty rehire letter was distributed. The letter follows the language of the MOU. The MOU will need to be negotiated as part of the contract in order to add additional language to the letter. The letter is sent to part-time faculty members when they are first placed on the rehire list. Currently, there is no letter in place for those not on the list. J. Shankweiler will forward the letter to the deans so that the information we send to faculty is consistent. Updated lists for adjunct faculty rehires should be sent to Human Resources, Carolee Vakil-Jessup (Federation of Teachers) and Karen Lam (Academic Affairs). J. Shankweiler will verify who in HR to send the updated lists. A. Grant indicated that the rehire list will now be called the “Preference Re-employment List” to more accurately reflect the MOU and to prevent part-time faculty from insisting they have priority. J. Shankweiler noted that if there were any issues with the MOU this year, to please send those to J. Shankweiler and J. Miyashiro. Now is a good time to put those in writing, as they are collecting information in the contract that needs to be reviewed at the next negotiations. J. Shankweiler will forward the link to the MOU.

E. Facilities Update: R. Brobst provided an update:  
Jorge Gutierrez will replace Jack Bay as the new Executive Director of Facilities on June 25. Mr. Gutierrez previously served as the executive director at Torrance Unified School District.

Food Services: Food dining is closed while we transition from our current company to the new food services company, Pacific Dining Group, beginning on July 2. In preparation, they are pressure washing and cleaning the kitchens and packing up the old equipment. In the interim, Pacific Dining will be providing food trucks on campus. You may still continue to submit requests for food service, however, no services will be available until after July 2. Email your requests to Andy Nasatir and cc: Julie Bourlier.

Coyotes: Please be aware of coyotes, especially in the evenings. Several dead cats have been found on campus. Solar powered flashing lights have been installed around Lot F and Lot C to help deter coyotes from coming on campus.

An updated list of health and safety issues will be sent out to the committee.

F. AP 4235 - Credit by Examination:  
J. Shankweiler indicated minor grammatical changes were made and information regarding Advanced Placement and International Baccalaureate examination was added to the policy. Discussions had centered around the eligibility requirements and language was added to allow students to be exempt from the 12-unit residency requirement, if the course they took is part of an articulated career pathway. L. Ternes noted that on page 1, second bullet point, “HL” (Higher Learning) should be added after International Baccalaureate, D. Patel suggested adding a reference to AP 4236, and C. Gold indicated a score of “4” should also be added so as to read: “Achievement of a score of 3 or higher on an Advanced Placement Examination administered by the College Entrance Examination Board or **4 or 5** or higher on an International Baccalaureate **HL** examination (**Reference: AP 4236 Advanced Placement and International Baccalaureate Credit**).” A suggestion was made to clarify the sentence on page 2, #7 and page 3, #1 so as to read: “Advanced Placement and International Baccalaureate credit are exempt from this **15 unit** maximum.” Approved to move to Senate for review.

- G. AP 4236 - Advanced Placement and International Baccalaureate Credit:  
Title change was made to include “International Baccalaureate Credit,” as well as adding IB references to the policy. On page 1, paragraph 1, a suggestion was made to add “or higher” to the AP examination so as to read: “Any student who passes a College Board Advanced Placement (AP) examination with a minimum score of three **or higher** or International Baccalaureate ....” Approved to move to Senate for review.
- H. AP 4237 - Credit for Military Service:  
Change was made to the Administrative Procedure number. Approved to move to Senate for review.
- I. AP 5500 - Standards of Student Conduct:  
Attorney reviewed the policy and recommended adding a reference to federal law under the Drugs, Alcohol, Cannabis & Smoking section. Approved to move forward to Senate.
- J. Software Updates:  
A. Leible reviewed the Technology Innovations handout regarding the status of automating manual processes on campus in order to reduce paper and improve operational efficiency. Various departments have submitted requests and ITS is in the process of implementing those listed on the handout.

### III. **OTHER**

#### Announcements:

- A. A. Grant: 6/12 - Natural Sciences hosting STEM Super Stars Day for 40 students from Leuzinger High School.
- B. B. Odega: 6/23 - Senator Steven Bradford’s Housing Summit & Resource Fair; 9-2pm, ECC Haig Recital Hall
- C. I. Graff: Grants Office submitting for NSF grant to train undergraduate researchers. Contact I. Graff if you have faculty or know of undergraduate students who are conducting research.
- D. M. Arthur: 9/3 - Conquer the Bridge 5.3 Mile Run/Walk. Sign-up and join the ECC Warrior Team; Vincent Thomas Bridge, San Pedro. Receive ECC t-shirt with sign-up!
- E. J. Shankweiler: Training on software for curriculum and management sections to begin soon. D. Patel and the deans will receive an invite for webinar training. DigArc training will be divided into two teams: curriculum and catalog.
- F. W. Wilson: Boys & Girls Club of the South Bay is looking for volunteers and/or workers. They would like to re-establish employment opportunities for students, Federal Work Study Program.

### IV. **NEXT MEETING**

Council of Deans – July 12, 2018; 8:30-10:30 am; Alondra Room