



NOTES – Council of Deans
October 26, 2017

Present: D. Breckheimer, W. Cox, R. Davis, R. Dreizler, I. Graff, A. Grant, G. Greco, A. Hernandez, C. Jimenez, A. Johnson (ASO), A. Leible, L. Ludwig, G. Miranda, R. Miyashiro, W. Morris, W. Mulrooney, R. Natividad, D. Patel, B. Price, S. Rodriguez, J. Sims, C. Striepe, L. Ternes, G. Toya

INFORMATION

Notes of October 12, 2017 - Approved as written

I. DISCUSSION/ACTION

- A. PBC Report: A. Grant provided an update: No report
- B. ASO Report: A. Johnson provided an update:
October 12: Homecoming update - ASO Director of Academic Affairs, Bryant Odega, was crowned homecoming king.
October 16: Warrior Pantry ribbon cutting ceremony took place. Pantry will open every Thursday from 9a-12p.
October 24: DACA event was held on the Library lawn. 450 signatures were obtained in support of DACA students.
November 7: Harvest for Humanity event to be held on the Library lawn to raise money for victims affected by Hurricanes Irma and Harvey. Fundraiser event to include carnival games and a dunking tank (looking for faculty volunteers).
- G. Toya added that four ASO representatives and two ambassador students recently met with California Community Colleges Board of Governors Vice President Tom Epstein to discuss issues currently impacting students. The open-ended discussion focused on timely degree completion, class availability, procedures, and DACA.
- C. Academic Senate: No report.
- D. Ed Policies Report: L. Ternes provided an update:
10/24 meeting: Task force continues to work on minimum qualifications list and equivalencies. Next task will be to streamline the process for determining equivalency and to approve the latest updated list of the minimum qualifications. Members were asked if they prefer to view the minimum qualifications list concurrently with Ed Policies or if they would prefer that Ed Policies look at it first. The consensus was concurrently. California's minimum qualifications can be found on the Chancellor's website. A link to the website will be sent to the committee. A discipline task force, co-chaired by J. Shankweiler and R. Miyashiro, is being created to establish a campus-wide student disciplinary protocol for deans and faculty to follow.

E. SSSP/SE/BSI Integrated Plan:

C. Jimenez presented a PowerPoint presentation which explained the integrated planning process. The Chancellor's Office requires that colleges submit an integrated plan every two years based on 5 integrated goals. SSSP/SE/BSI team consulted with IRP and the Student Success Advisory Committee (SSAC) in spring 2017 to draft the integrated goals. The integrated goals include:

1. Developmental through Transfer-Level Math and English
2. On-boarding new students
3. Student Support Services
4. Academic Support Services
5. Change Management

Integrated plan was presented to the Academic Senate (two readings) and was approved. Plan to be presented to ASO, SSAC and Council of Deans on October 26, and Board of Trustees on November 20. The deadline to submit the integrated plan to the Chancellor's Office was extended from 12/15/17 to 1/31/18. More information regarding the integrated plan can be found on the ECC Counseling webpage or by contacting C. Jimenez or S. Kushigemachi. A copy of the PowerPoint presentation and link to the website was emailed to the committee.

A question was asked how Guided Pathways will be integrated into the process.

R. Miyashiro explained that many of the elements of the Guided Pathway are in the integrated plan.

F. FERPA:

R. Miyashiro gave a PowerPoint presentation on FERPA (the Family Educational Rights and Privacy Act of 1974). The provisions of this act ensure confidentiality of student records by restricting the release of personally identifiable information these records contain. This federal law also establishes the right of students to inspect and review their educational records. FERPA is enforced by the U.S. DOE (Department of Education) and may result in an audit for any serious complaint or violation filed. A breach of FERPA could result in a loss of all federal funding (including grants).

Key Concepts:

- Require annual notification to students
- Permission of student required to disclose
- The exceptions to written permission
- Student's right to access their records
- Under 18, same FERPA rules apply. (Exception: K-12 school level, FERPA provides parents with the right to inspect and review their children's education records)
- The "musts" and "mays" in FERPA
- Parents/parental disclosure. (Amendment was added if student has had alcohol or drug issues, or for a health and safety emergency, information can be disclosed to parent.)
- Legitimate Educational Interest (sole possession notes, law enforcement records, directory information, alumni records, commencement program)

I. Graff emphasized requests for lists of contact information for students with a certain GPA for recruiting purposes internally is okay, but not on behalf of outside universities.

II. OTHER

Announcements:

I. Graff announced that November 1 is the deadline for submitting program plans. Two more training classes for TracDat are still available.

III. NEXT MEETING

Council of Deans – November 9, 2017; 8:30-10:00 am; Alondra Room