



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans June 13, 2019

Present: J. Anaya, M. Arthur, D. Breckheimer, R. Brobst, L. Clowers, R. Dreizler, A. Estrada, C. Gold, D. Gonzales, A. Grant, G. Greco, M. Guess, J. Gutierrez, A. Hernandez, L. Justice, S. Kushigemachi, A. Leible, J. Lopez (ASO), C. Martin, R. Miyashiro, L. Plum, C. Preston, B. Price, V. Rapp, J. Shankweiler, J. Sims, K. Sundara, G. Toya, V. Unda, W. Wilson (ASO)

Other Guests: J. Ishikawa

1. INFORMATION

Notes of May 9, 2019 - Approved as written

2. DISCUSSION/ACTION

A. Facilities Update: J. Gutierrez provided an update:

Administration Building: Project on schedule; Estimate completion in March 2020.

Arts Complex: Design finalized and ready to submit to division state architect.

Construction Technology: Proposed design approved by the committee and ready for president to review and approve.

Gym: Experiencing challenges with the contractors; Scheduled for completion by the end of July.

Pool: Project on schedule.

Bookstore/Café: Challenge with opening bookstore wall because of major structural issues and cost to make changes. Concentrating on the inside and outside exterior areas.

Student Services Building: Project scheduled for completion in mid-July. IT working on data ports, fiber and phone system.

Behavioral Sciences: Project on schedule.

Student Activities: Demolition scheduled to begin in November. Plans for construction and detour paths will be forthcoming.

Central Plant: First phase of project is complete. Next phase will include going out to bid for a new chiller.

Exterior lighting: Engineer hired to add additional lighting on campus.

Campus Police: Adding a new generator to the building to cover any power outages.

Water Lines: Currently replacing water lines off Manhattan Beach Boulevard.

Questions:

FloWater Stations: A question was asked regarding the relocation of the FloWater stations, currently located in the Student Services Center and Student Activities.

R. Brobst responded that a change order has been placed to relocate the Student Services FloWater station to the new Student Services Building, and further discussions are taking place regarding where to temporarily house the station from Student Activities until a permanent location can be established.

Student Services Mural: A question was asked regarding the status of the mural.

R. Miyashiro responded that the cost to extract the mural from the wall is too expensive. Looking into taking a high-resolution photograph in order to preserve and possibly reproduce the mural in the future.

Solar Projects: Question posed regarding adding solar energy system on campus.

J. Gutierrez responded that future plans are in the works and waiting to be submitted to the Board for approval.

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

6/6: J. Buysse presented issues and assumptions regarding the budget. Issues noted included: new Governor, Gavin Newsom; an unstable funding model with three years hold-harmless; property tax shortfall; IT and audiovisual replacement schedule; separation from Compton; STRS/PERS financial cliff; and according to experts, overdue for a recession. Assumptions included: FTES are stable; can expect base plus COLA, which was adjusted to 3.26%; one-time funding of \$40 million systemwide for scheduled maintenance, instructional equipment and water conservation; Faculty Obligation Number (FON) resulted in a gain of 12 new positions; and a \$1 million deficit in 2019-20 is estimated.

C. ASO Report: W. Wilson provided an update:

Jennifer Lopez was introduced as the new ASO Director of Academic Affairs and Council of Deans representative. ASO had their most successful Finals Madness event this semester with over 500 participants. A sample reporting form was presented which senators will use monthly to report to ASO Council information gathered after meeting with their division deans. 6 out of 8 academic divisions currently have senators; Health Sciences & Athletics and Mathematics still need senators. Please encourage students to apply for senator positions.

D. Academic Senate: No report

E. Curriculum: L. Plum provided an update:

Due to the Chancellor's Office revising the lecture/lab calculation, CIS 13 Computer Information Systems was increased to 3.5 units. This change will impact many divisions across campus where CIS 13 is an option, program entry requirement or a prerequisite. When reviewing curriculum, be mindful as to how CIS 13 affects programs, degrees and certificates. If CIS 13 is a requirement, units will have to be increased or the course will need to be removed. Curriculog, the new course management system, is moving along with training and consulting sessions. Over the summer, may contact some divisions to help test the new system. Curriculog training for the Division Curriculum Committee

(DCC) will take place over the summer and a presentation on Curriculog is scheduled for Fall Flex Day. Currently working on an addendum for the 2019-20 Catalog, which is scheduled to be released online August 1.

J. Shankweiler added that following the split with Compton, many ECC courses with a lab component are out of compliance with units and hours; divisions include Music, Industry & Technology and Natural Sciences. DCC representatives will work with L. Plum to make those changes.

- F. 2019-2022 Equal Employment Opportunity (EEO) Plan: J. Ishikawa provided an update: The EEO Plan is submitted every three years to the Chancellor's Office. The purpose of the plan is to address diversity in the workforce, specifically employees. In 2016, ECC submitted the first comprehensive plan that included data for one year. This year, the plan submitted will include data for the past three years. The new EEO plan will be available to view online or you may obtain a hardcopy from J. Ishikawa at the Office of Staff and Student Diversity.
- G. AP/BP 4222 – Limitation to Remedial Coursework: D. Breckheimer provided an update: AP 4222: Policy was tabled at the last Council of Deans meeting for further review. D. Breckheimer reviewed the changes and questioned the term "remedial" verses using "developmental." Per the Chancellor's Office guidelines, additional language was added in conjunction with AB705. A discussion ensued in regards to including Individual Education Plan (IEP) as a recommended multiple measure. Under *Assessment of Student Need*, a suggestion was approved to add "A student's need for remedial coursework shall be recommended using multiple measures in one or more of the following areas: high school coursework, high school grades, high school GPA, **or other appropriate measures.**" Under *Eligibility for Waiver*, a suggestion was made to remove the sentence, "The waiver shall be granted for a specified period of time and for a specified number of units." M. Guess indicated she will need to clarify the definition of a remedial course concerning financial aid. Due to the number of changes made, policy will go back to Academic Senate for review.
- BP 4222: M. Guess to verify if financial aid can be paid if a waiver to the 30-unit limit is granted.
- H. AP 4240 – Academic Renewal: A. Grant provided an update: Discussion ensued regarding changing the policy from two years to 12 months before a student may petition for academic renewal. J. Shankweiler questioned whether policy had been reviewed by Academic Senate. Policy tabled for further review/discussion.
- I. Consultation Documentation: J. Shankweiler provided an update: An informational handout, developed by Kristie Daniel-DiGregorio, was presented which outlines the Academic Senate collegial consultation process. The handout defines the areas of Senate purview, the consultation process and guidelines, subcommittees, timeline for Senate review and deadlines, and tentative topics scheduled for 2019-20.

3. **OTHER**

Announcements:

- A. V. Rapp: The Chancellor's Office has launched a statewide branding campaign for Career Technical Education (CTE) programs and is moving toward using "Career Education" in place of CTE. ECC would also like to make the change to "Career Education." This change reinforces ECC's goal of preparing students for careers. No change in categories will be made and, unlike CTE, no acronym will be used for Career Education. A suggestion was made for Marketing & Communications to send out a press release announcing the change.
- B. J. Shankweiler: Scheduling for Success work group is now in place. Group will be looking into block scheduling and implementation. A survey regarding College Hour was recently sent out to faculty, managers and students. Please encourage everyone to fill-out the survey.

4. **NEXT MEETING**

Council of Deans – July 18, 2019; 8:30-10:30 am; Alondra Room