



## EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

### NOTES – Council of Deans December 13, 2018

Present: J. Anaya, M. Arthur, D. Breckheimer, R. Brobst, W. Cox, K. Daniel-DiGregorio, R. Dreizler, C. Gold, D. Gonzales, G. Greco, M. Guess, J. Gutierrez, A. Hernandez, L. Justice, S. Kushigemachi, A. Leible, M. Lemons, C. Martin, R. Miyashiro, W. Morris, R. Natividad, D. Patel, L. Plum, C. Preston, B. Price, I. Reyes, J. Shankweiler, J. Sims, W. Wilson (ASO)  
Guests: M. Ghyam

#### 1. INFORMATION

Notes of November 8, 2018 - Approved as written

#### 2. DISCUSSION/ACTION

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

Construction Technology: Committee meeting regarding design plan on 12/14.

Student Services: Challenges with the contractor continue; aggressively working with the contractor on a daily basis to keep project moving forward. Goal is for spring move-in, but will keep everyone updated.

Gymnasium: Project moving forward; anticipate completion in April.

Pool/Classroom Building: Project progressing well.

Behavioral Sciences: Design and construction plans are ready to be submitted to division architect for review and approval.

Administration Building: Project progressing well

Arts Complex: Meeting 12/17 to finalize exterior of project.

PE South Showers: 500 gallon boiler leak resulted in water issues; however, short-term repairs have made a few showers available for use.

Exterior Lighting: 100 light posts repaired; 25 remaining. Tagging lights with numbers for easier identification.

Swing Space for Student Activities: Investigating cause of sloping and conducting asbestos inspection and testing for lead.

Night Custodian Holiday Luncheon: Suggestions noted for next year.

Baseball Netting & Restroom: Proceeding with design phase. A permanent restroom will replace portables. R. Miyashiro requested that the restroom contain at least four toilets; J. Gutierrez will make recommendation to architect.

Stadium Marquee: A sign reading "Murdock Stadium" to be placed under the stadium scoreboard.

Sustainability Plan: Will soon be submitting draft plan regarding energy conservation.

LED Lighting project: Starting energy efficiency project to change light fixtures to LED bulbs in Social Science, Humanities, Chemistry, Physics, Natural Science, Life Science, and portions of the library in conjunction with Proposition 39.

R. Brobst reviewed the handout, Work Order Flow Chart. A new procedure was developed to improve the effectiveness of service delivery. Work orders will now be submitted directly to the supervisors in charge of staff that will complete the work.

B. PBC Report: M. Lemons provided an update:

Student activity fee increased to \$15 this semester. 65% of ASB funds go to the auxiliary services board, 37% to ASO and Interclub Council, and 5% to reserves. Increased funds used to address food and transportation insecurities and more club activities. Proposal has been submitted that all funds from the student activity fee go to the ASO for student management.

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

Finals Madness going well with over 160 students attending. Finals Madness now held in the Library with free printing and computer/internet access. 12/14 - Conducting ASO interviews for senator positions in Humanities and HSA, and commissioner positions.

D. Academic Senate: K. Daniel-DiGregorio (KDD) provided an update:

Senate reviewed five Ed policies, which included multiple meetings on the Code of Ethics policy, approved changes to the MQ's for astronomy, and had first reading on the revised faculty evaluation forms. Upcoming events: 3/29/19 -Technology Conference; 2/6/19 - Spring PD Day and tenure reception; spring 2019 - rolling out new professional development software – Cornerstone; a pilot program from the Chancellor's Office. Elizabeth Russell of Fine Arts was announced as the 2018 Outstanding Adjunct Faculty Award recipient.

E. Curriculum: L. Plum provided an update:

In regards to AB 705, English and math courses are now in place for students to register. Working closely with College Curriculum Committee, DCC, and deans to reduce courses falling through the cracks. L. Plum explained there are two types of non-credit courses, basic non-credit and enhanced funding. Enhanced funding courses are under very specific categories, in accordance with the provisions of the Career Development and College Preparation (CDCP) programs. Will soon be transitioning to the online catalog and then to the new curriculum management system. J. Shankweiler added that there has been some confusion from the Chancellor's Office regarding the certificates that qualify for the student-centered funding formula. The Chancellor's Office clarified that any Chancellor's Office approved certificate of 16 units or higher can be counted for points in the funding formula.

F. DE Update: C. Martin provided an update:

Winter courses are out and the issues with Canvas and Colleague should be resolved soon with a set timeline for when faculty will have access to the courses. DEAC moving forward with first OEI cohort. The intention for courses on the Course Exchange includes those courses with GE/IGETC requirements. If any faculty teaches IGETC type classes online and wants to be part of the Exchange, contact C. Martin or Dustin Black.

G. Prerequisite in Divisions other than Math & English:

S. Kushigemachi provided a recap on the recent AB 705 legislation which requires community college districts to maximize the probability that a student will enter and complete transfer-level coursework in math and English within a one-year timeframe. Community colleges are prohibited from requiring students to take a prerequisite course unless they are highly unlikely to succeed in a higher-level course without it. For classes that include the prerequisite eligibility for English 1A, practically speaking, every student is now eligible for English 1A. Courses for English affected by the change include: Business 27, Communication Studies 120, Education 201, Journalism 1, Law 11, Nursing 101, Rad Tech A, and Sociology 101.

H. AB 705 & Registration:

J. Shankweiler indicated that students may encounter issues with fall 2019 registration regarding math level prerequisites and to be aware if students come to your office for help. The Counseling Office can help guide students if confused regarding the new changes for math and English placement, as well as the Humanities Division Office.

I. BP/AP 4226 - Multiple & Overlapping Enrollments:

Policy was previously reviewed by Council of Deans and rejected by the Board in order to better define multiple enrollments and overlapping enrollments. The Ed Policies Committee refined the language and it was approved by the Senate. Corrections were made to the AP and BP regarding language that students may request an exception to this procedure in certain circumstances. There were no objections to the changes. Approved to move to forward to College Council.

J. Weingarten Rights: J. Shankweiler provided an update:

The handout, "Weingarten Rights...What You Need to Know," was provided, which details an employee's right to have union representation at any interview or meeting that could lead to disciplinary action, formal or informal. A discussion ensued regarding rights and representation.

K. NSF Grant Cohorts: J. Sims provided an update:

El Camino was awarded a five-year \$5 million grant to help work with computer science students on a pathway to transfer to CSU Dominguez Hills and graduate with a computer science degree within four years. ECC replicating the successful cohort model developed by CSU Monterey Bay and Hartnell. The cohort model will group students together in classes for all four years. The bulk of the money will be designated for student scholarships. Massoud Ghyam explained the reason for the cohort and the benefits to students. Students will receive extra funds to help them be successful in the program in addition to other grants and financial aid. Request deans help in scheduling classes/sections together for student cohorts. Discussion ensued regarding counseling and promoting the program through student outreach for summer and fall 2019 enrollment. Suggestions were made for adding online and other courses. Handout of PPT presentation was given to members.

3. **OTHER**

Announcements:

- A. D. Patel: Counseling launching new and improved system for appointments; drop-in and same day appointments available January 2-18. Implementing new system called Campus Calibrate with 30 min, 45 min, and 1 hour appointments available. Hoping to reduce no shows with reminders sent via text messaging or email. Express counseling for quick and general questions will be available, as well as virtual counseling utilizing Cranium Café.
- B. B. Price: ECC Opera Workshop 12/13; South Bay Ballet's The Nutcracker 12/15 & 12/16
- C. R. Natividad: Nursing Pinning Ceremony 12/14 at 6:00 p.m.; Campus Theatre
- D. I. Reyes: Student Leadership Institute pinning and awards ceremony was held on 12/12. 57 students received an award. Video and pictures will be shared in 2019.
- E. L. Justice: Grades due 12/21. Sending email announcement regarding no rosters being processed.

4. **NEXT MEETING**

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