



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

**NOTES – Council of Deans
February 6, 2020**

Present: J. Aramburo, M. Arthur, J. Baumunk, D. Breckheimer, R. Dreizler, A. Estrada, C. Gold, D. Gonzales, A. Grant, G. Greco, M. Guess, E. Gutierrez, L. Justice, S. Kushigemachi, M. Lemons, J. Lopez (ASO), C. Martin, K. Martinez, W. Morris, N. Oliva, D. Patel, C. Preston, B. Price, R. Serr, J. Shankweiler, J. Sims, K. Sundara, G. Toya, V. Unda

Guests: J. Simon, M. Garcia

1. INFORMATION

Notes of January 16, 2020 - Approved as written

2. DISCUSSION/ACTION

A. Nuventive Training (Annual Planning Process): V. Unda provided an update: A list was distributed identifying the deans and/or directors in the Nuventive platform that need to fill-in Nuventive recommendations. V. Unda requested that the dean and/or director review the list and advise the person(s) in their area responsible for entering recommendations into Nuventive. Group training will be provided for anyone requiring additional instruction.

B. Facilities Update: No report.

C. PBC Report: A. Grant provided an update:
1/16 meeting: I. Ingram attended the Chancellor’s Office Budget Workshop. It was announced that the hold-harmless provision will be extended until 2022 due to issues implementing the new funding formula. March 1 is the deadline for submitting recommendations in Nuventive.

J. Shankweiler reported that planning funds were approved for phase one of the new Music Building. In January, the Governor’s proposed 2020-21 budget was announced which supports many proposals, but without much funding. The May revise is expected to be more streamlined.

D. ASO Report: J. Lopez provided an update:
3/25: Student Equity Advisory Council (SEAC) hosting the Women’s Empowerment Dinner; 2/18-28: ASO stickers on sale; free snacks and school supplies for ASO sticker holders; 2/26: ASO student leadership meet-and-greet. For 2020-21, ASO has created a Funded Programs Annual Report, which can be accessed on Formstack. The report, due March 23, will be used to determine next year’s budget for ASO funded programs.

- E. Academic Senate: No report.
J. Shankweiler announced that the next Academic Senate meeting will be on 2/18 from 1-2 p.m. and will include a second reading and vote on the Faculty Diversification Resolution. On Flex Day, please remind your senators of the 2/18 meeting.
- F. Curriculum: J. Shankweiler provided an update:
Curriculog is getting ready to launch in stages. This semester, any curriculum started on paper will continue on paper. Training will soon begin for entering new proposals in Curriculog.
- G. Scale of Adoption Self-Assessment (SOAA) & Guided Pathways Success Teams:
J. Simon provided an update:
The SOAA was presented for a 2nd reading. A copy of the SOAA was emailed to the members. The SOAA is due March 1 and any changes should be sent to J. Simon asap. Success teams, consisting of faculty, counselors, administrators, staff, students, and others, will be starting in spring for all 7 meta-majors. Success teams will look at data to implement strategies to improve the student experience and student success. Participation and support of the success teams is paramount. The 7 meta-majors are: Behavioral & Social Sciences, Business, Creative Arts/Fine Arts, Health and Community Wellness, Industry and Technology, Languages/Composition/Journalism, and STEM. Guided Pathways Summit will be held on 2/12, please RSVP if you plan to attend. Libby Curiel from the California Community Colleges Chancellor's Office will be presenting.
- H. Coronavirus: R. Dreizler provided an update:
In the United States currently, the risk for contracting coronavirus is low. R. Dreizler emphasized that this is not an international student issue and noted that we should be mindful of potential events and activities that might be considered discriminatory based on persons who may appear to be of Chinese descent. A number of F-1 Visa students in credit courses and the Language Academy may be unable to leave China until the ban is removed. ECC is attempting to reach out to those students for verification. Any questions or concerns regarding Coronavirus should be directed to Marketing & Communications, and any international student with concerns about not being able to return to campus should be directed to the International Student Program.
Q: Are there any plans for how we will accommodate students that may return late in the semester?
A: Different options are being considered that may include dropping all current classes and picking up 12 units for mid semester; registering for online classes; and exceptions made for international student eligibility if out for more than five months.

3. OTHER

Announcements:

- A. C. Martin: Expressed appreciation to all for reviewing the room spreadsheets in preparation for launching 25 Live for campus events and eventually classrooms.

- B. A. Estrada: 2/6: Brand IQ session sharing data on competitive ads, career education plans and how to define and explore the adult learner population.
- C. M. Guess: 2/14: Financial Aid Fair for students.
- D. L. Justice: Student Services open on Saturday 2/8 & 2/15 to assist students with the enrollment process.
- E. D. Patel: Counseling, Cashiers Office, and Bookstore will also be open on Saturday, 2/8 & 2/15.
- F. J. Sims: 3/13-20: Computer Science, CIS, and ITEC hosting Technology Week in conjunction with the 2020 Technology Conference; ECC alum Dr. David Patterson speaker on 3/16.
- G. J. Shankweiler: 3/5: Accreditation Forum; Please review data and return asap.

4. NEXT MEETING

Council of Deans – February 20, 2020; 8:30-10:00 a.m.; Alondra Room

- Invite Michael Pasqual to answer questions regarding District Travel Policy/Formstack