



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans March 5, 2020

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

Guests: N. Wong, Chief Trevis

1. INFORMATION

Notes of March 20, 2020 - Approved as written

2. DISCUSSION/ACTION

A. Facilities Update: No report

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

2/20 Meeting: J. Sims attended the meeting and took notes. V. Unda reviewed the Nuventive planning process; Nuventive is being updated. Brad Phillips will soon speak on Data Informed Decisions in Community Colleges. A Town Hall meeting is set for March 12 from 1 to 2 p.m. in the East Dining Room; topics include 2020-21 budget updates and what's new in the planning process. I. Ingram presented on sources of revenue, budget and apportionment, college planning and the budget cycle, and the Governor's proposed budget with potential growth of .5% and COLA of 2.29%.

C. ASO Report: J. Lopez provided an update:

ASO stickers are available for purchase at the Marsee Auditorium or at the Cashier's Office for \$15. Upcoming Events: 3/12 – Pi Day with free pie, 1-2pm by Math Division; 3/30 - Meet-and-Greet with student leaders; 3/13-17 – D.C. trip where students will lobby for bills, basic needs, & homelessness; 3/23 – Tamale Day; free tamales for ASO sticker holders. ASO prepping for end of the semester elections. G. Toya reminded the Council members of the Open Forum on 3/5 at 2:30p in the Stadium Room regarding ASO funded programs.

D. Academic Senate: D. McClelland provided an update:

3/3 Meeting: First reading of the Accreditation Self Report; First reading of AP 4300, Field Trips and Excursions; and E. Ambrosio gave a presentation on the NASA project for students. Academic Senate has initiated "Celebrating Success," a way to celebrate good things happening on campus; notify D. McClelland if you have any suggestions or

ideas. Please confirm that faculty are using the ECC version of Canvas, and not an outside version, as this can cause many problems.

E. Curriculum: No report.

F. Low Cost Learning Materials: C. Martin provided an update:

A handout was provided that explained the ECC OER Advisory Committee's proposed recommendation to expand the option of including a Low Textbook Cost (LTC) designation in addition to the Zero Textbook Cost (ZTC) designation. Some colleges are creating a low cost designation because some areas are never going to be completely zero cost. The OER Advisory Committee proposes that LTC course sections use text and/or materials that are \$40 or less, based on the cost of new materials, pre-taxed. Further clarification for ZTC and LTC designation is needed for classes that require equipment, such as a guitar.

G. BP/AP 5010 – Admissions and Dual Enrollment:

R. Dreizler reviewed the minor changes made to BP/AP 5010 in keeping with the CCLC template. It was noted that AP 5010 refers to AP 5015 – Residence Determination, which currently does not exist, but is legally required. A draft copy of AP 5015, which follows CCLC language, was presented on-screen for members to view. In addition, it was noted that AP 5011, regarding dual enrollment and CCAP agreements, is currently under modification and will be brought to Council of Deans for review. A discussion ensued regarding using the term "academically qualified," referenced under BP 5010. R. Dreizler will bring back BP/AP 5010, along with AP 5015, for further review and approval.

H. Clery Training:

N. Wong presented the Clery Act training video for Campus Security Authorities (CSAs) along with a summary handout. The training video satisfies the annual training requirement for CSAs. A sign-in sheet was circulated and those in attendance will receive credit.

3. OTHER

Announcements:

A. Chief Trevis: 3/19 – Active Shooter/Shelter in Place Drill at 9:40 a.m. and 7:10 p.m. The drill will include walk-thru instructions over the PA system on what to do during the exercise.

4. NEXT MEETING

Council of Deans – March 19, 2020; 8:30-10:00 a.m.; Alondra Room