



EL CAMINO COLLEGE
Office of the Vice President – Academic Affairs

NOTES – AREA COUNCIL
November 14, 2017

Present: R. Galbavy, B. Giles, E. Matykiewicz, M. McMillan, A. Minasian, B. Odega, J. Shankweiler

I. INFORMATION

- A. Notes of May 23, 2017: Reviewed and approved as written.

II. DISCUSSION/ACTION

A. Division Reports

ASO Report: B. Odega provided an update:

Warrior Fest taking place next week to raise funds for victims of Hurricane Irma & Hurricane Harvey, and also to raise funds for the Warrior Pantry. B. Odega will provide a flyer with more information. Warrior Pantry is now open on Thursdays from 9:00a - 12:00 p.m. in Physics 116 for those students with food insecurities. A question was asked if volunteers are needed at the Warrior Pantry, as students are in need of community service experience to list on their resume.

Business: B. Giles provided an update:

Cybersecurity Program is participating in a Strong Workforce Program, which is working with the ICT Deputy Sector Navigator, as one of four community colleges to do a pre-apprenticeship program with Northrop Grumman.

Industry & Technology: E. Matykiewicz provided an update:

Many retirement and replacement hires taking place, which included: a temporary hire in HVAC to replace Tim Muckey, who recently passed away; a new division dean; a faculty support manager; and two new hires in cosmetology. HVAC was accredited for a 6-year plan, Auto Technology finished work on the new hybrid alternative fuels program, and certificates for barber, spa, and massage are in the works.

Library Learning Resources (LLR): M. McMillan provided an update:

Currently, LLR is in the process of hiring a new Library Director. Due to increasing costs and a stagnate budget, LLR is cutting back on online resources and print subscriptions. Chancellor's Office renewed a five-year contract with EBSCO, which helps pay for a good portion of resources.

Mathematical Sciences: A. Minasian provided an update:

Division is working on making the Engineering Department stronger and more effective by offering more classes; looking to implement Circuit Analysis and also working on program review.

Behavioral & Social Sciences: R. Galbavy provided an update:

The division dean is retiring after 24 years. A decision on a replacement is taking place 11/14. A new degree is being added called Social Justice.

B. Guided Pathways:

A handout was provided and J. Shankweiler explained the Guided Pathways framework, which is an approach to helping students complete their educational goals using four pillars:

1. Clearly-defined choices - Roadmaps
2. Guided exploration
3. Sequenced & connected courses
4. Defined learning outcome

The Guided Pathways committee meets twice a month and will host a Summit in January.

Cesar Jimenez, Associate Dean of Counseling & Student Success and one of the co-chairs on the Guided Pathways Committee, has been giving presentations to the various committees on campus. Data for 2016 revealed that of the 63% of full-time students at ECC, only 29% complete their goals in three years. In fall 2015, 9% of students completed 30 units by the end of their first year. In spring 2017, only 32% of students enrolled in 12 or more units. ECC wants to improve those numbers. The State of California will allocate a one-time investment of \$2 million over five years. ECC will receive \$525,000 this year in April.

C. Faculty ID Position: J. Shankweiler provided an update:

J. Shankweiler gave an overview of the faculty hiring process. The Chancellor's Office determines how many faculty members are allowed, and Human Resources and Academic Affairs calculate how many faculty we need, taking into account retirements, full time and part time faculty. Division deans write a proposal for every position they want, which includes a narrative and whether it's a replacement or a growth position. Divisions meet and vote on positions. A prioritized list is compiled and given to the President as a recommendation. Many factors affect hiring: declining enrollment, FTES, number in divisions, retirements, and full time v. part time. This year, approximately 17 hires were approved, which is lower than previous years since FTES went down and the college is in stabilization.

III. Next Meeting:

April 24, 2018; 1:00-2:00 p.m.; Comm 109