



**EL CAMINO COLLEGE**

Office of the Vice President – Academic Affairs

**NOTES – AREA COUNCIL**

**November 23, 2021**

Present: K. Bonilla (ASO), S. Cook, R. Galbavy, B. Giles, J. Hurd, L. Marquez, E. Matykiewicz, M. McMillan, A. Minasian, J. Rapoza, J. Sims, D. Thompson

**I. INFORMATION**

- A. Notes of April 27, 2021: Reviewed and approved as written.
- B. Once approved, the meeting notes will be posted on the ECC Academic Affairs webpage.

**II. DISCUSSION/ACTION**

A. Annual Planning/Academic Affairs Goals:

J. Sims reported that ECC is working to align the college-wide annual goals with Academic Affairs (AA). She shared onscreen a document which outlined each of the six goals.

**Goal #1:**

College: Support all ECC students in achieving their education goals by removing barriers.

AA: Assess academic-student support and make them more efficient for student success.

**Goal #2:**

College: Build an inclusive teaching and equitable learning environment that supports quality education for all.

AA: Empower faculty, especially faculty that teach gateway courses, to implement the tools and framework for broader awareness to contribute to a more equitable learning environment.

**Goal #3:**

College: Promote a more equitable educational experience for non-traditional students to meet the needs of the workforce and to pursue employment opportunities.

AA: Informed by labor market data, waiting lists, and student ed plans, create/strengthen curriculum and pathways for non-traditional students in areas of greatest need in the workforce.

**Goal #4:**

College: Build an innovative institutional environment that strives for continuous improvement for great effectiveness, efficiency, and equity.

AA: Improve collaboration with Student Services and ITS to improve enrollment processes and with Fiscal Services to clarify and execute expenditures.

**Goal #5:**

College: Demonstrate engagement and commitment across ECC's community constituencies in pursuit of equitable student success.

AA: Decrease silos throughout campus for process improvement and, through collaboration among success teams, implement the Guided Pathways framework for equitable student success.

**Goal #6:**

College: Implement strategies that contribute to an increase in enrollment towards our aspirational goal of 20,000 FTES by 2024-25.

AA: Evaluate the changes in schedules to determine if the changes increased FTES.

Review and improve processes towards increasing non-credit and dual-enrollment FTES.

B. Return to Campus Plan:

For winter/spring semester, J. Sims reported that due to the change in COVID-19 restrictions, L.A. County Department of Public Health is no longer requiring social distancing or wearing a mask outside. Masks will still be required when inside buildings or classrooms. Air purification systems have been installed in all classrooms and offices to help with air filtration and circulation. Library operations and tutoring will also return for winter/spring. A question was asked if faculty can be provided with clear face shields for teaching? J. Sims responded that ECC can provide clear face shields and requested that faculty members contact their dean with the type and number needed. All current COVID-19-related campus updates, guidance, and information is posted on the ECC website.

C. Academic Affairs Report:

J. Sims reported that the goal for winter and spring semester is to have a 75% of classes on-campus, either face-to-face and/or hybrid, with 25% online. Prior to the pandemic, less than 10% of courses were online. She noted that by having more courses online, students now have the opportunity to earn online degrees. ECC is currently exploring this possibility and researching which degrees have courses that may be offered online. ECC is also looking to grow noncredit and dual enrollment opportunities.

D. Division Reports:

ASO Report: K. Bonilla provided an update:

ASO is working with the Student Health Center on the Vax Winter Festival to be held on December 2 from 11-2p. This event is for students and staff to come to campus and get vaccinated or boosted; food and activities will also be provided. ASO continues to work on the Social Justice Center and upcoming launch of the social platform, Engage.

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

The BSSC Load Committee will be reviewing applications to reduce the course caps in various courses in Art History, History, Psychology, and Sociology; Psychology and Sociology have a 50-student cap on most of their classes. Preparations for reopening the BSSC building include: installation of air purifiers, touchless hand sanitizers, signage, PPE, and a deep cleaning. Winter classes are starting to fill, especially online classes. New sections have been added to accommodate demand. The Ethnic and Social Justice Studies

Department has two classes approved to meet the new CSU Area F Ethnic Studies requirement; a third class will be submitted soon for consideration. The department has requested a full-time hire as they expect the demand for courses will increase, particularly since the high schools will be requiring Ethnic Studies in a couple of years, and State legislation requirements at California Community Colleges is also likely to pass.

Business: B. Giles provided an update:

The Computer Information Systems Department is collaborating on a project with LLR on a makerspace area for students that will include laser cutters, virtual reality systems, 3D modeling blocks/blockchain, and other exciting technology.

Classified: L. Marquez provided an update:

The Special Resource Center now reports to Library and Learning Resources, but is still located in the Student Services Building. SRC is open Monday – Friday with limited hours, with regular hours resuming in the spring. Test accommodations are now offered both online and in-person, and SRC will continue to offer this format moving forward.

Fine Arts: J. Hurd provided an update:

Department suffered a huge loss with the passing of full-time photography instructor, Darilyn Rowan. The Creative Arts Success Team continues to hold regular meetings and forums to directly interact with and assist students. The closure of instructional buildings (Art, Music, PE), has had a significant negative impact on enrollment for many performing and visual arts lab courses. Some courses were able to move back on campus for fall, including music performance groups, theatre plays, and many dance classes. The Arts Complex for Art, Film, and Photography is under construction and expected to be completed in August 2022. The Music Building is expected to be completed in 2025.

Industry & Technology: E. Matykiewicz provided an update:

Department has many faculty retiring, including two from the Electronics Department. Currently, looking for part-time faculty to fill those two positions. The pandemic has affected on-campus classes, resulting in reduced cap due to social distancing. Working on outreach and marketing to find ways to onboard students via non-credit and dual enrollment, as well as working on the Guided Pathways project using ECC Connect to target cohorts in classes that have low ed plans.

Health Sciences & Athletics: J. Rapoza provided an update:

Physical Education – New Pool & Classroom Building will be open and available for use in winter/spring.

Nursing – A new director is in place and graduation for the fall 2021 class is on schedule. The department plans to upgrade the simulation lab over the winter break.

Rad Tech – Due to the pandemic, spring graduation is delayed until December.

Respiratory Care – Upgraded the lab and graduated on schedule in the spring. Applying for a baccalaureate degree program.

Public Safety – The on-campus Fire Academy construction is set to begin in Summer 2022.

Humanities: D. Thompson provided an update:

Two full-time faculty positions have been requested for Japanese and English. The Writing Center is doing very well and plans to offer writing support to other areas on campus in the spring. Many research workshops and virtual tutoring have also been offered. Department meetings have changed and now include presentations, workshops and breakout sessions focused on equity-mindedness.

Library & Learning Resources: M. McMillan provided an update:

Faculty/Staff Professional Development and the Special Resource Center are now part of the Library & Learning Resources (LLR) Division. In addition, LLR oversees OER/ZTC, faculty/staff laptop check-out, 25Live and campus room reservations, and provides support to students through online learning, tutoring, and library and media services. The Library is scheduled to fully reopen in spring, with a grand reopening event planned. LLR is looking to add Guided Pathways Success Team Coaches in the Tutoring Center, a Student Athlete Academic Support Area, and a makerspace. LLR is also working on curriculum development, including non-credit courses, academic strategy courses, and online learning.

Mathematical Sciences: A. Minasian provided an update:

The department is working on SLOs and course review. The Engineering Department is excited to be offering two new courses in Circuit Analysis, ENGR 11 (lecture) & 12 (lab), in spring 2022. Transfer partnership programs have been established with UCLA and UC Berkeley. ECC alumni student is currently working at JPL, helping to supervise an aerospace project.

Natural Sciences: S. Cook provided an update:

Onizuka Space Day is returning on March 12, 2022.

### **III. Next Meeting:**

- April 26, 2022; 1:15 - 2:15 p.m.