



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans

June 16, 2022

Present: J. Anaya, J. Aramburo, M. Arthur, J. Baumunk, D. Breckheimer, W. Cox, C. Dao, R. Dietz, R. Dreizler, C. Gold, D. Gonzales, A. Grant, E. Gutierrez, A. Hernandez, J. Hu, K. Iino, J. Joy, L. Justice, M. Lemons, C. Martin, K. Martinez, D. McClelland, R. Miyashiro, A. Moutra, S. Nilles, A. O'Brien, D. Patel, I. Reyes, R. Serr, G. Toya, G. Valle, I. Zugic

Guests: A. Sala, B. Thames, M. Trevis

1. INFORMATION

Notes of May 19, 2022 - Approved as written.

2. DISCUSSION/ACTION

A. Armed Intruder Training: (M. Trevis)

Since 2013, Chief Trevis reported that ECC has had 32 active shooter trainings. ECC will continue to conduct active shooter trainings and will work with Academic Senate to schedule a future date that will include trainings during the day, evening, and weekend. He reviewed the Run-Hide-Fight approach, which is nationally recognized as one of the more prominent active shooter defense strategies. Campus Police continuously trains their officers and, when classes are not in session, uses scenario-based training in empty areas of the campus. He emphasized that Campus Police do not wait and are trained to immediately engage or contain the active shooter(s) in order to stop life threatening behavior. Currently, the Ohio State University training video on how to survive an active shooter is still being used; however, ECC would like to create their own training video. Chief Trevis encouraged everyone to sign-up for Nixle, the emergency notification system designed to alert the subscriber of important emergency information. To receive emergency text alerts from ECC, compose a text message to 888777, with the message ECCPD. In addition, emergency notifications are sent via some blue pole speakers and to offices and classrooms on campus via the CISCO phone system. Finally, Chief Trevis emphasized that campus safety is everyone's responsibility. If you see or hear anything out of the ordinary, contact Campus Police. Any offices or departments interested in individual training, please contact Campus Police. The *Active Shooter Response and Guidelines for Campus Safety* handout was included in the agenda packet and includes a link (www.elcamino.edu/about/depts/police/cleryact/activeshooter.aspx) where more information regarding campus safety during an active shooter situation can be found. Members expressed interest in a handout with guidelines specifically geared for students. A suggestion was also made to invite surrounding police agencies to participate in active shooter drills on campus.

B. AFT Update: (K. Iino)

In 2022-23, AFT will continue to work with the VPAA to streamline and simplify processes and procedures on campus.

C. ECCE Update: (R. Dietz)

R. Dietz reminded members of Article 19 concerning harassment, intimidation and bullying. He asked that members be patient and courteous when dealing with staff.

D. Facilities Update:

No report.

E. PBC Report: (A. Grant)

5/19/22 meeting: The timeline for the review of the annual college budget requests was presented. The submitted funding requests for 2022-23 came to a total of 313. The Governor's May Revise was discussed. The overall state budget will be 5% higher due to higher revenues and community college funding will increase; COLA increased from 5.33% to 6.56%; and hold harmless was extended to 2024-25. June 2 was chosen as the date to have an emergency meeting to go over the PBC member voting on annual budget requests coming from the annual planning process; however, the meeting did not take place as a quorum was not present.

F. ASO Report: (A. Moutra)

No official ASO meetings will be held until the fall semester. On 6/15, ASO had their end of the year banquet. Please encourage students to apply for open ASO Senator positions for the new term. G. Toya posted links in the chat to the ASO webpage at <https://www.elcamino.edu/campus-life/organizations/aso/index.aspx> and also the ASO Elections webpage at <https://www.elcamino.edu/campus-life/organizations/aso/elections.aspx>. ASO is considering changing the senator office hours to be appointment based or hosted informally using pop-up tents or engaging students over coffee. A. Moutra advised that today will be her final meeting and thanked the members for her time on the Council of Deans. She will be looking for an ASO member to take her place for the remainder of the summer. ASO projects that will continue throughout the coming year include the opening of the Social Justice Center, Black Student Success Center, and further implementations of the makerspace. If any students are looking for work, please let them know that all three areas will be hiring students.

G. Academic Senate Report: (D. McClelland)

D. McClelland is working on getting the equivalencies processed. Until a new/acting VP of Academic Affairs is assigned, the routing for equivalencies will now go to the Senate, R. Miyashiro, and then to HR.

3. OTHER – Announcements

A. R. Miyashiro: Memo sent on 6/15 regarding mask protocol update:

"Beginning Monday, June 20, 2022 (and until further notice), masks will be required in classrooms, lecture halls, auditoriums (i.e. Marsee Theatre), and labs as outlined in the class syllabus. They are also required in the Student Health Center. In all other areas of

the campus, masks will be optional, but strongly recommended. The safety of El Camino College students, staff and faculty is the College's highest priority. As a result, the College strongly recommends wearing a mask."

- B. C. Martin: List of faculty who completed DE certification in spring was sent to payroll, as well as the second 8-week office hours. Information is still needed regarding part-time faculty flex hours and number of units or hours taught in order to send list to payroll.
- C. C. Dao: The Learning-Aligned Employment Program (LAEP) is a new state student work program starting in 2022-23. Positions will be created that align with students' program of study. \$600,000 is allocated this year, but could be more depending on participation. Priority will be given to eligible students, including DACA students and foster youth. Contact C. Dao for more information regarding student positions in your division/department.
- D. E. Gutierrez: Council of Deans will have two voting members from Academic Affairs and Student Services to serve on College Council. Two representatives still need to be selected. It was suggested to add this as a future agenda item to be discussed.
- E. D. Breckheimer: The Writing Center will open June 20-August 11, with various hours on-campus and online. Question regarding part-time faculty not on list serve?
 - A. O'Brien will check issue with ITS.
- F. D. Patel: Student Services is launching a new scheduling system through ECC Connect. Most changes will be on the backend. Launch date expected on 7/5. More information will be sent out.
- G. C. Martin: The Library and tutoring hours for summer are 8a-6p, M-Th.

4. NEXT MEETING

Council of Deans – July 7, 2022; 9:00-10:30 a.m.