



NOTES – Council of Deans

April 4, 2024

Present: J. Anaya, C. Brewer-Smith, L. Canales, A. Carr, R. Christophersen, W. Cox, C. Dao, R. Dietz, C. Gold, D. Gonzales, R. Gonzalez, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, J. Irie, L. Justice, S. Kunisaki, S. Kushigemachi, C. Lopez, C. Martin, K. Martinez, B. Mercado, M. Miller, S. Nilles, N. Oliva, D. Patel, V. Rapp, M. Sandoval, B. Sedor, R. Serr, J. Stephenson, R. Suppelsa, V. Unda, G. Valle, I. Zugic

Guests: B. Thames

I. INFORMATION

Notes of March 7, 2024 - Approved as written.

II. CHAIR'S REPORT

VP Lopez advised that the Council of Deans will continue to meet in a hybrid format; however, he requested that members attend in-person if on campus. C. Escutia will check to see if meetings can be held in DE/Library 166 moving forward.

III. DISCUSSION/ACTION

A. Enrollment Management Academy (EMA): (J. Stephenson)

VP Lopez recused himself from the room for the discussion, as he is actively involved and paid as an instructor for the Academy. VP Stephenson explained that ECC is interested in applying to attend the EMA at UC San Diego, July 15-18, 2024. If accepted, a team would be selected to attend. V. Unda requested that the Strategic Enrollment Management Committee also be included in the discussion and application process. A flyer with more information regarding the Academy will be sent out to members after the meeting. If you have additional questions or feedback, please contact VP Stephenson.

B. SB 85 2024-2025: (J. Stephenson)

VP Stephenson reported projected expenditures for 2023-24 of \$400-500K carry over. Historically, ECC was previously allocated \$2.4M, but was reduced to \$1.5M by the State. For the upcoming year, \$990K will be allocated.

C. AFT Update: No report.

D. ECCE Update: (R. Dietz)

R. Dietz encouraged everyone to familiarize themselves with the ECCE contract and recent changes. Any questions regarding the contract, please contact HR or R. Dietz. VP Lopez suggested HR coordinate trainings for management and staff. R. Dietz stated he would be interested in assisting with any trainings.

E. Facilities Update: (R. Suppelsa)

Art, BSS & Health Services buildings are near complete. Any current employee desired changes must wait until October. Generators for Campus Police are on hold until Edison completes inspection. Working on WiFi expansion on campus and the Modular Village is making some progress. Future projects include: fueling station and parking lot; MB Blvd traffic signal; and construction projects related to the Fire Academy. VP Lopez added that upgrades to the softball field are taking place.

- F. PBC Report: (K. Martinez)
3/14 meeting: PBC approved the timelines for planning and budgeting allocations; shared budget reduction recommendations; and R. Suppelsa shared budget reduction strategies; Next PBC meeting is 4/18.
- G. ASO Report: (J. Irie)
ASO appointed new members and senators have been attending office hours. Recent events included ICC Movie Night (“Bullet Train”) and the Cedars-Sinai Blood Drive.
- H. Academic Senate Report: (C. Brewer-Smith)
4/2/24 meeting: 1st reading on AP/BP 4425, AP 5530, AP 4230, and RSI proposal; VP Lopez presented on the 2024 ACCJC Annual Report due 4/12; and the CIP plan was approved. ED Plan will be reviewed at the next Senate meeting on 4/16.
- I. Guided Pathways Report: (C. Martin)
Recently attended the Guided Pathways Institute where accomplishments and challenges were shared/exchanged with other colleges. Guided Pathways will soon undergo a rebranding and name change to “ECC Evolve.” Working on pathway clean-up issues and with MarCom to move department/division pages into one meta-major area. Looking into the Caring Campus initiative, a program designed to create a positive, supportive campus culture and to increase student retention and success.
- J. Budget Strategies Leadership Update: (C. Lopez/J. Stephenson)
Leadership group is focusing on the compiled list of potential budget reductions and revenue generating strategies. Potential reductions for this year are \$12.6M, with next year’s target at \$20M. More information to come regarding the budget after the May revise. Budget strategy is an ongoing and evolving process and all suggestions/ideas are welcome. Working to add a link for suggestions on the Budget Strategies webpage. A memorandum on the reduction strategies will be forthcoming.
- K. Strategic Enrollment Management Reports:
 1. Academic Affairs: (C. Lopez)
Past errors in reporting FTES for dual enrollment have resulted in about 200 less FTES per year. Errors have now been corrected. Projecting to earn 16,685 FTES, down 2.1% from goal. Looking to find balance between online and face-to-face classes.
 2. Student Services: (J. Stephenson)
Continue to focus on increasing enrollment and retaining students. Hiring advisors to help with retaining students.
 3. Marketing/Communications: No report.

IV. OTHER – Announcements

- A. C. Martin: Reminder to deans to check for and promptly approve External Training forms.
- B. J. Stephenson: Retirement Celebration for R. Dreizler on 4/17, 2-4pm, East Dining Room.
- C. C. Dao: 2024-25 FAFSA deadline extended to 5/2; Gainful employment reporting requirements deadline 10/1.
- D. G. Valle: 4/5 - Policy Review Day. Any feedback, send to G. Valle or D. Patel.
- E. V. Unda: 4/16 - Deadline for division-level prioritized funding requests in Nuventive;
4/15 - Campus Climate Survey for employees and students (sampling).
- F. M. Sandoval: 5/4 – Assemblymember Al Muratsuchi’s Office hosting Dual Enrollment Workshop, 2-4p, East Dining Room.

V. NEXT MEETING - Council of Deans – May 2, 2024; 9:15-10:30 a.m.; DE 166/Zoom