



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

NOTES – Council of Deans August 3, 2023

Present: J. Anaya, J. Baumunk, C. Brewer-Smith, R. Dreizler, A. Estrada, C. Gold, D. Gonzales, R. Gonzalez, G. Greco, A. Hernandez, K. Iino, J. Joy, S. Kunisaki, S. Kushigemachi, M. Lemons, C. Lopez, C. Martin, K. Martinez, R. McCullum, B. Mercado, J. Miera, M. Miller, S. Nilles, D. Patel, B. Price, V. Rapp, R. Serr, J. Stephenson, G. Valle, I. Zugic

Guests: A. Sala

I. INFORMATION

Notes of July 6, 2023 - Approved with the following amendment:

II.F. Academic Senate Report: “Deans were reminded about the upcoming Faculty Position ~~to~~ **Prioritization** and to schedule meetings with faculty to prioritize position requests. The next senate meeting is in September.”

II. DISCUSSION/ACTION

A. AFT Update: (K. Iino)

AFT contract mediations continue. Any questions, contact AFT or K. Iino.

B. ECCE Update:

No report.

C. Facilities Update:

No report.

D. PBC Report:

No report.

E. ASO Report: (R. Gonzalez)

Deans and administrators were sent an invite from ASO to participate in a networking luncheon on August 17 from 12-1:30 p.m. in the Multi-Purpose Room (GYM 216). This is an opportunity to meet with the new ASO cabinet and senators.

F. Academic Senate Report: (C. Brewer-Smith)

Faculty Position Prioritization is coming up. Please pay close attention to deadline dates as the timeline was moved up.

G. Guided Pathways Report: (C. Martin)

C. Martin provided an update on Guided Pathways. Many workshops are planned for fall, which will include Financial Aid, Admissions & Records, Counselors, and Success Coaches. More information will be posted on the website.

H. Strategic Enrollment Management Reports

1. Academic Affairs: (C. Lopez)

C. Lopez shared onscreen the Enrollment Trends Dashboard that will be available for public viewing on the Institutional Research & Planning (IRP) webpage. The dashboard provides an overview of enrollment for the current academic year and allows comparisons to like terms from previous academic years and is filterable by division and method of instruction. Metrics included are FTES, Fill Rate, Enrollment, Sections offered, and Waitlist count. Users can also get a demographic profile of enrolled students by various characteristics. Any questions regarding the dashboard can be directed to V. Unda, C. Lopez and J. Rosales.

A discussion ensued concerning fraudulent enrollment and .edu fraud at ECC. Additional information will be forthcoming to advise deans and online faculty on the process of identifying and reporting suspected fraud.

2. Student Services: (J. Stephenson)

J. Stephenson spoke about the increase in fraudulent enrollment and commended the teams who are working diligently to catch fraudulent applications.

III. **OTHER – Announcements**

- A. J. Stephenson: 8/9 – Registration Fest 3-7p; Student Service Building.
Link: <https://www.elcamino.edu/events/extreme-registration/>
- B. R. Dreizler: 8/7 – Drop for non-payment. Registration will be paused from August 5-7. 8/3 is the last day to pay for classes in-person and 8/6 online.
- C. C. Martin: 8/24 – PD Day; PD Power-up Month workshops; Good News! Series; 8/28 – 8/31 - Flying Start Week @ the Library

IV. **NEXT MEETING**

Council of Deans – September 7, 2023; 9:15-10:30 a.m.; LIB 202/Zoom