



El Camino College

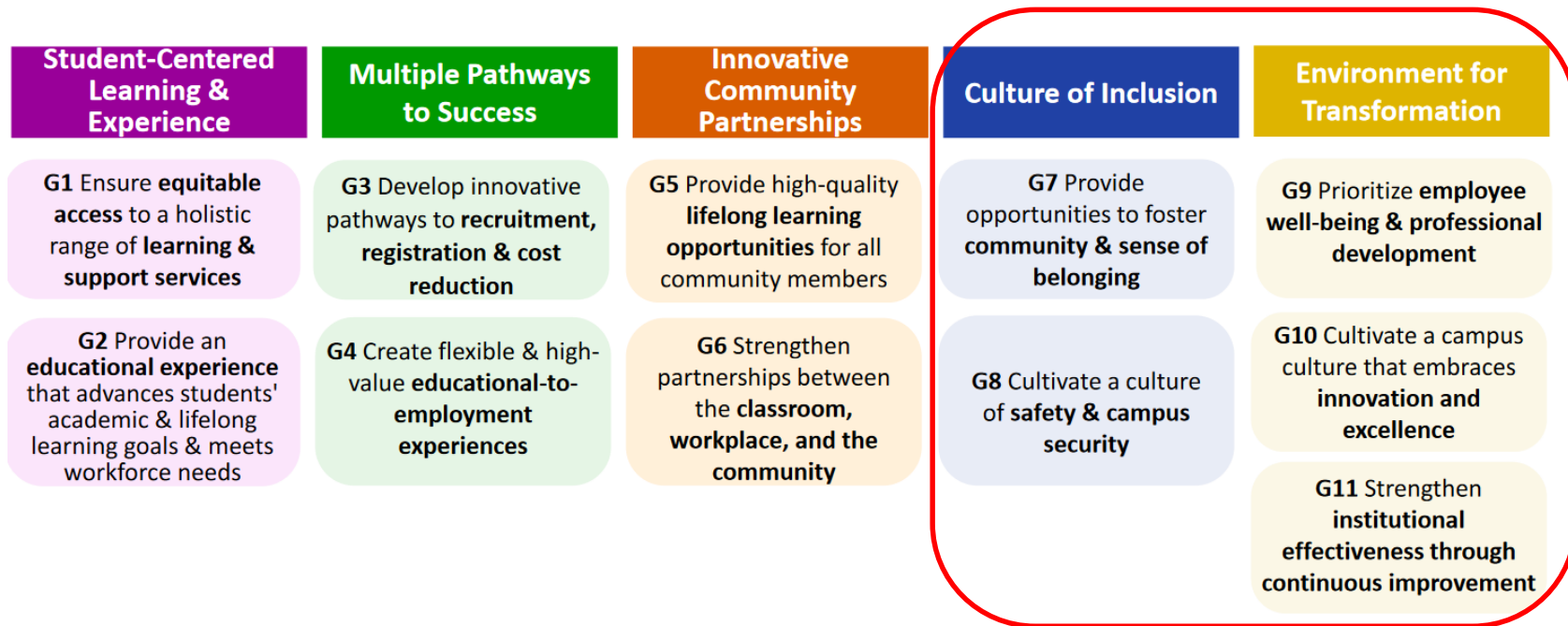
Welcome Back Forum

August 20, 2024

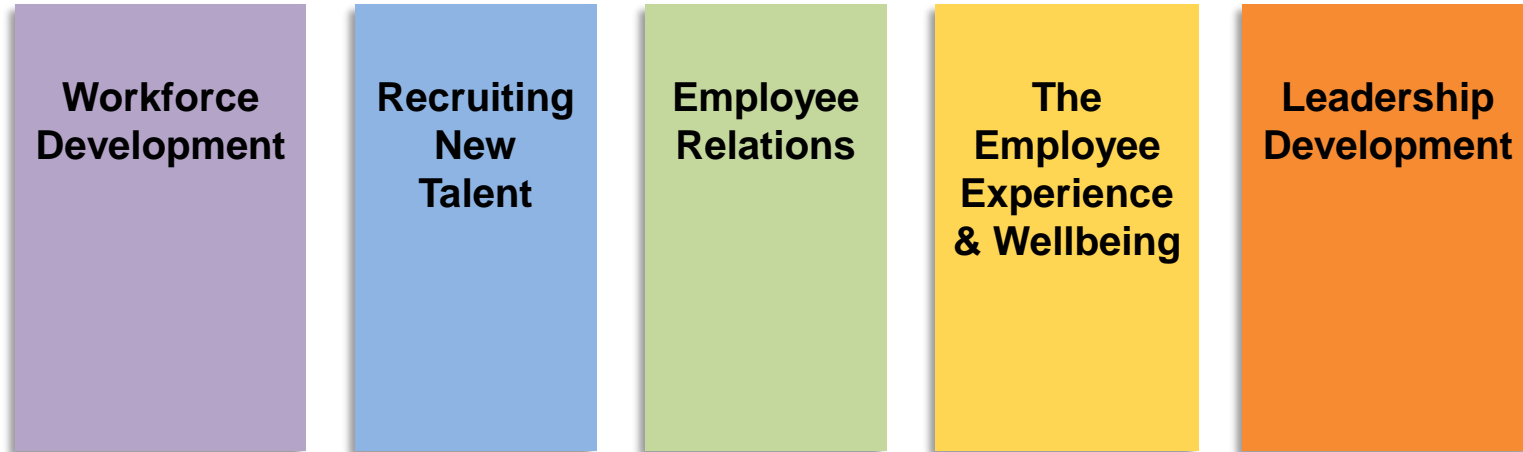
HUMAN RESOURCES

Jane Miyashiro, M.S., VP of Human Resources

Themes & Goals from the CIP



Human Resource's **People Plan (10-year plan)** focuses on



so that people who visit, enroll, or work at El Camino College
will experience the greatest
service, efficiency, and sense of inclusiveness.



**Competitive
Advantage**
Just Ahead

Human Resource's **People Plan: progress made**

Recruiting New Talent

Improved Student Worker Onboarding

- Student Worker Onboarding Guide developed.
- Manager hiring guide developed.
- Short “how to” video clips created & embedded in guide.



Human Resource's **People Plan: progress made**

Leadership Development

TRAINING: Emotional Intelligence in Leadership

- Live online workshop offered on 8/13/24 to management.
- 13 administrators participated.
- Outcomes: recognize own “triggers,” techniques on how to handle difficult emotions, and tips on how to respond to others’ emotions with empathy.





People Plan

ACTIVITIES IN-PROGRESS / UPCOMING

Human Resource's **People Plan: upcoming**

The Employee Experience & Wellbeing

Fall PD Day 2024 – Self-Care Fair

- Two (2) sound baths to be offered during Fall PD Day's Self-Care Fair.
- Cooking demonstrations during the Self-Care Fair to better inform our eating choices.



Human Resource's **People Plan: in-progress**

Workforce Development

Employee Relations

ACCCA's Admin 001 for Classified Staff

- Two-day online program open to Classified Staff on October 30 and October 31 from 8am-3pm.
- Program is being offered to Classified Staff who are interested in learning more about what is involved in being an administrator at the community college level.
- ECCE agreed to allow HR to utilize the Classified Staff Professional Growth fund to pay for any Classified Staff interested in enrolling in this two-day program.

Human Resource's **People Plan: upcoming**

The Employee Experience & Wellbeing

The 2024 Employee Engagement Survey

- Survey launch on 9/3/2024.
- Survey closes on 9/18/2024.
- Survey administered by third-party vendor (McLean & Company).
- Survey responses are **100% confidential** with no ability for campus personnel to access raw data.
- Last survey was launched in 2022; full participation needed to analyze data for any trends.

Why is it
important to
participate
in the
2024
Employee
Engagement
Survey ...





BRIEF RECAP of the 2022 Employee Engagement Survey

- 57% response rate.
- Survey showed (3) areas to improve in: Recognition, Department Collaboration, and Executive Leadership.

SOME CHANGES SINCE 2022:

- Revamp of the “Adjunct of the Year” recognition process and rubric for greater inclusiveness.
- Rubric for the “Distinguished Staff” recognition award was published online for transparency.
- All campus-wide collegial consultation committees are now posted on Board Docs for transparency.
- All online Town Halls are “open” allowing for raised hands, the chat feature kept on, and self-unmuting capabilities (all as a standard business practice).

Be on the lookout

- Email notification from “McLean and Company” on **September 3, 2024**.
- Survey takes 10 minutes to complete.
- **Survey responses are 100% confidential** since all responses are collected by a third-party vendor.
- Survey will close on September 18, 2024.
- If you have questions/concerns about the Employee Engagement Survey, speak to any of the representatives on the Employee Experience Sub-Committee:

Faculty Reps = Melissa Fujiwara or Darcie McClelland

POA Rep = Oscar Castro

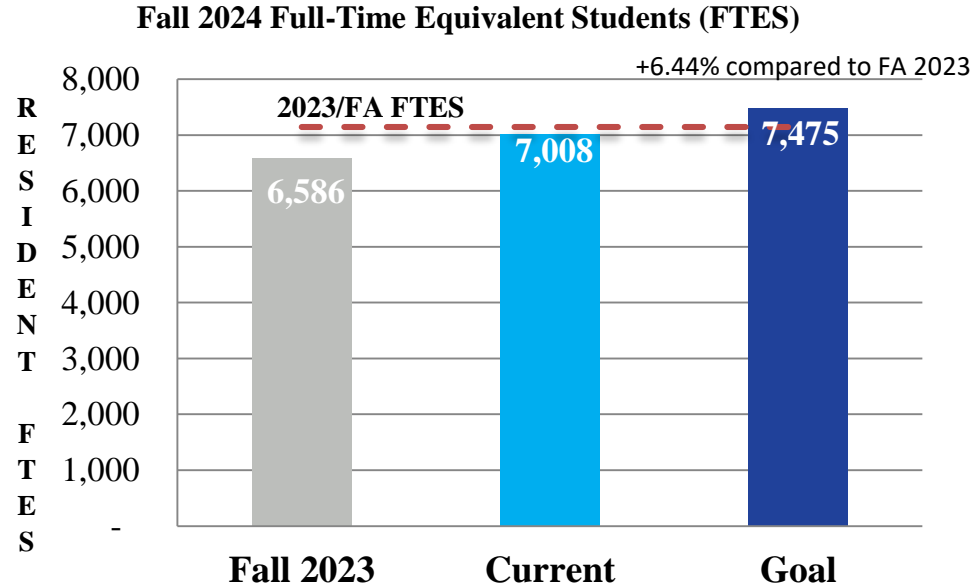
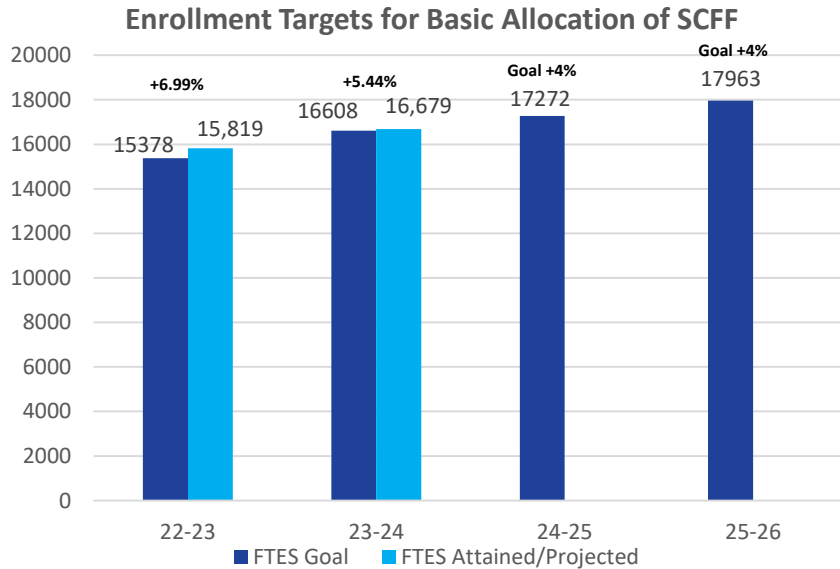
ECCE Rep = Erika Yates

Management Reps = Ricky Gonzalez or Gerson Valle

ACADEMIC AFFAIRS

Carlos Lopez, Vice President of Academic Affairs

Enrollment Update



Source: State Chancellor's Office Exhibit C, El Camino College Strategic Enrollment Management Plan, and ECC Daily Enrollment Reports

Note: The current goal is to achieve enrollment and outcomes in order to re-attain SCFF Funding in 2026-2027

Community and Continuing Education– Noncredit Expansion

- New location on campus –
Social Sciences 101 -Former BSS Division Office
- Establish and Expand Non-Credit Program
 - Growth of offerings from 79 sections in 2022-2023 to 90 sections in 2023-2024
 - New programs set to begin in 2024-2025 include Supervised Tutoring, Sterile Processing Technician, Personal Care Aid, Medical Transcription, Parenting,...
 - Additional programs set to begin by Fall 2025 include Certified Nursing Assistant (CNA), Phlebotomy, and Adult High School Diploma

Respiratory Care Baccalaureate Degree

- First cohort to complete at the end of Fall 2024
- Expecting approximately 20 graduates!
- Big thank you to lead faculty Roy Mekaru and Victoria Robertson

Congratulations!

Major Curriculum Projects

- CALGETC Implementation – Implementation by Fall 2025
- Common Course Number – First Six Courses for Fall 2025
 - English Composition
 - English Critical Thinking
 - Speech Communication
 - Introductory Statistics (Math)
 - Intro to American Government and Politics
 - Intro to Psychology
- Next set of courses being identified – Up to 20 courses

Additional News

- Updated FT Faculty Contracts
 - Simplified format and aligned to current collective bargaining agreement
- Developing updated process and forms for PT faculty SLO payments and Office Hour payments

New Faces in Academic Affairs

- Ed Rice
Associate Dean
Humanities Division
- Jeff Baumunk
Interim Dean of Health
Sciences and Athletics



ADMINISTRATIVE SERVICES

Robert Suppelsa, MBA, VP of Administrative Services

Table of Contents

- Capital Work in Progress
- Budget Status
- Budget Strategies Leadership Group
- Supplemental Retirement Program
- Wrap Up

Capital Work in Progress

Modular Village

- Buildings on site
- FF & E orders in process
- Current delivery projected December 2024



Capital Work in Progress

Library & Police Generators

- Both locations complete
- Library for evacuation
- Police for 24/7 power backup for about 1 week



Capital Work – next projects

Fire Academy

User group for landscaping, sound, site locations

Softball Field and associated area

User group definition to start Fall 2024

ECC Vehicles Fuel Station

Pending Board Go-ahead

Security Enhancements

Cameras & Blue Poles

Budget Status

Baseline is the 2024-2025 Tentative Budget
Adopted by the Board in June 2024

**State applied a deficit factor of 2.41% resulting
in \$5,200,000 less revenue – solutions needed!**

Board will adopt the Final 2024-2025 Budget at
the September 2024 Board meeting

Budget Strategies Leadership Group

- The BSLG had identified and worked towards identifying the required spending reductions and revenue increases to balance the anticipated 2024-2025 budget. As of June 2024 all we had to do was execute the plan. Then the July 2024 Appropriation revenue was disbursed ...
- A State Deficit of 2.41% or \$5.2 million for 2024-2025 needs to be solved. The previous plan needs to be updated ASAP and execute to the new plan. BSLG has restarted meetings in August 2024.
- There is NO one specific spending reduction which will solve the current shortfalls.
- Current reduction requirements are:
 - 2024-2025 at \$ 5,517,485
 - 2025-2026 at \$11,289,286

Supplemental Retirement Program

The Board has approved the investigation of a Supplemental Retirement Program.

Major issues to know at the current time:

- 1- Significant financial savings must be realized in order to implement
- 2- Information forthcoming – kick off meetings, individualized financial projections, group and individual meetings
- 4- Employees electing to participate MUST complete PARS (vendor) and ECC Paperwork and **Employee must provide specific documentation to PARS**
There are specific due dates that must be met – no exceptions
- 3- Final decision to move forward will be the November 2024 Board meeting

Questions?

If you have questions please:

put them in the zoom chat or

feel free to email to BSuppelsa@elcamino.edu

Thank you!

STUDENT SERVICES

Jeff Stephenson, Ph.D., VP of Student Services

New Dean of Workforce Programs and Career Pathways – Jason Barquero



Student Support Services Division

Veterans Resource Center (VRC)

Dedicated to the academic success of veteran students at El Camino College.

- PD Green Zone Training- Thursday, August 22nd
- Open House- Monday, August 26th (Student Services Building, Rm 140)
- Emergency Responders Day at ECC- September 11th

EOPS

Dedicated to the enrollment, retention, and success of low-income and educationally disadvantaged students.

- We are accepting students for the fall 2024 term.
- [One application](#) helps connect students to EOPS/CARE and Foster Youth Student Success Programs.

CARE

Supplemental program of EOPS- supporting single-parenting students receiving TANF/Cash Aid.

CalWORKs

Supporting single or two-parent families receiving TANF/Cash Aid by helping coordinate/case manage with DPSS.

- CalWORKs program accepts students year-round.

Foster Youth Student Success (FYSS)

Creating a welcoming and supportive environment for current and former foster youth.

- NextUP Program- supports foster youth who were in care on or after the age of 13. Must be 25 years or younger.
- Guardian Scholars Program- no age requirement



Student Support Services Division

Special Resource Center (SRC)

Dedicated to the academic success of students with disabilities.

- Student Tech Talks & Training (every Thursday)
- Will include technology & SRC Portal training to successfully manage accommodations
- Video relay for Deaf students and staff throughout campus are being updated

Student Development Office

Encourages students to become involved in campus life via clubs, services, activities, and leadership opportunities.

- ASO Open House- August 29th from 11 am- 2 pm (COMS 101 and COMS Patio)
- ICC Club Rush Week- September 9 -September 11th from 10 am-2 pm
- Student Support Expo: September 4, 10 am-2 pm (Student Services Plaza)
- *After-Hours Student Support Expo- Wednesday, September 18, 5:30 pm -6:30 pm (Student Services Plaza)

Student Health Services

Committed to providing excellent, comprehensive outpatient clinical care to promote and maintain the health and well-being of students.

- Fall 2024 workshops for students starting September 3rd at the Student Health Center.
 - *Topics include Discover the Health Center, What's Therapy All About?, Embracing Self-Compassion, Headache Hacks, The Grief Process, Self-Care, and much more!
- Training classes opened to staff/faculty;
 - *Mental Health First Aid
 - *Narcan Training
 - *Stop the Bleed



Financial Aid

2023-2024 Numbers

- Pell Grant: 7,269 \$29,698,548
- FSEOG Grant: 1,927 \$818,022
- Cal Grant: 2,802 \$4,154,641

89 % of Cal Grant recipients also received (12+ units):

Std Success Completion Grant: 2,506 \$7,051,291

- Federal Loans: 232 \$909,405

Financial Aid

2023-2024 Numbers (as of 7/29/24)

- 31,513 FAFSA applications
- 1,427 CA Dream Act applications
- Pell Grant Awards: 8,480 for total of \$27,969,398
- CCPG (fee waivers): 13,546 for total of \$7,480,756
- All other awards: 3,270 for total of \$3,219,595

Financial Aid – FRAUD

Summer 2024

- Identified 483 records with total of \$121,993 awards
- Delayed or stopped awards from disbursing until “student” comes in person to authenticate identity

Student Equity and Achievement

- Student Equity and Achievement welcomes a new member to our team: Jose Flores.
 - Jose serves as the Coordinator for Mi Casa/Latinx Center. We are very excited to have him join our SEA team and we are enthusiastic to see his future contributions to ECC.
- We are also happy to announce that the Centers in the Communication Building will be opening sometime in Fall 2024.

Outreach and Recruitment

- New Student Welcome Tours – August 20-21
- Welcome Week – First week of Fall starting August 26
- College Night – November 13



Career Services

Engage with us this semester!

- Choosing A Major Workshop Series: Students will learn how to decide on a major and get an overview of career resources.
 - **August 13 & 21**
 - **September 4 & 10**
- Internship opportunities available through our partnership with South Bay Workforce Investment Board.
- F.I.R.S.T. & Resiliency Student Club: Career Services will be partnering on September 14 for their 2nd Annual Orientation, Job Fair, & Car Show.
- BSS Meta Major Month: Communications (October '24) *Stay tuned for time & dates.*
 - What Can I Do with a Communications major
 - Alumni panel
 - Mini/Micro Job Fair
 - Mini Transfer Fair

Contact us for more info or to schedule an appointment at careercenter@elcamino.edu.

Warrior Welcome Center

Upcoming Events:

- New Student Orientation (NSO)
 - Dates and Times:
 - Monday, August 5, 2024- 1:00-2:30pm (Online) and 3:30pm-5pm (In-person)
 - Monday, August 12, 2024 - 1:00-2:30pm (In-person) and 3:30pm-5pm (Online)
- Fall 2024 Registration Festival
 - Dates: Tuesday, August 20, 2024 and Wednesday, August 21, 2024
 - Times: 1:00pm-6:00pm
 - Express Counseling – Registration Assistance – Admissions – Financial Aid

Questions?

Thank You!
