

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – April 18, 2016

College Council Purpose Statement: To facilitate communication and serve as a forum to exchange information that affects the college community.

Strategic Initiative C – Collaboration: Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Members Present: Linda Beam, Ann Garten, Irene Graff, Vishu Gupta, Jo Ann Higdon, Chris Jeffries, President Maloney, Jeanie Nishime, Susan Pickens, Susana Prieto, Jean Shankweiler, Luukia Smith, Claudia Striepe.

Alternate Present: David Mc Patchell.

1. Minutes – April 4, 2016 minutes were approved as presented.
2. Proposed Indicators and Goals for IE Framework 2016 Status – Once the Academic Senate reviews this tomorrow, it will have gone through the first round of the consultation process. Irene will bring back to CC on May 2, 2016.
3. The groundbreaking ceremony for the new Lot C Parking Structure is today at 3:30 p.m.
4. Board Agenda Review
 - a) The Board meeting will start with Closed Session from 4-4:30 p.m. If Closed Session goes beyond 30 minutes it will be recessed 4:30 p.m. and reconvened at the end of Open Session.
 - b) SCA 4, # E: Grant Application and Acceptance: California Community Colleges Chancellor's Office Division of Educational Services – Community Colleges Basic Skills and Student Outcomes Transformation Program - This is a great opportunity for the College and it will allow us to continue to pilot some strategies for students coming into these programs.
 - c) SCA 4, # F: Board Policy 3900 (Speech: Time, Place, and Manner) – Second Reading & Adoption – It was reported that Trustee Beverly requested additional language regarding the College encouraging free speech. After reviewing the CCLC template it was determined not amend the policy.
 - d) AS 5, # 6: Emerald Data Solutions, Inc. – This contract is the first step in our transition to BoardDocs which is a cloud-based Board Management Service. It is anticipated that implementation will be either July or August of this year.
 - e) HR 6, # 33: Typo – Seth Daugherty (not Daughtery).

- f) CC 2, # 2: Molina Medical Management Inc. – It is unclear if CEC students will be charge a health fee. President Maloney will find out and report back at the next CC meeting.
- 5. There was a request to provide training to new classified employees to help them be more successful. It was reported that HR is working on the development of training modules and resources.
- 6. Union Newspaper/media interviews – There is a Communications Guide & Publication Standard Manual that outlines the protocols for media relations for El Camino College and the Compton Center. Only official spokespersons can represent ECC and CEC to the media. All media requests should be referred to the Public Relations and Marketing Department. If a person is asked for their personal opinion on a topic they may consult with the Public Relations and Marketing Department. The complete communications guide can be found at the following link:
<https://www.elcamino.edu/administration/publicrelations/docs/Communication-Guide.pdf>.

Agenda May 2, 2016

- 1. Minutes – April 18, 2016
- 2. Proposed Indicators and Goals for IE Framework 2016 (Irene Graff)
- 3. CEC Student Health Fees (President Maloney)
- 4. Enrollment Management Plan presentation (Jean Shankweiler)
- 5. Board Policy Update

2015-16 College Council Goals

- 1. Update and Review Board Policies and Administrative Procedures.
- 2. Have all Consultation Committees revise and post minutes, agendas, purpose and goals to their specific Committee webpage, and have a link to these pages from a central Administrative page.
- 3. Review and endorse the Master Plan.
- 4. Support initiatives of the CEC to train staff/faculty/committees in preparation for accreditation through quarterly reports and discussion.
- 5. Develop plans and procedures to orient new members to consultation committee.