

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting October 11, 2010

Present: Francisco Arce, Ann Garten, Irene Graff, Jo Ann Higdon, Jessica Lopez, David Mc Patchell, Jeanie Nishime, Susan Pickens, Gary Robertson, Lynn Solomita, Arvid Spor, and Chris Wells.

1. The draft community college budget was distributed. This document was produced by the Community College League of California. The Governor has not signed the budget yet. He has cut \$1 billion more out of the budget. We do not know how the 2.2% enrollment growth is going to be distributed. The bad news is there are more deferrals. That means the burden of making payroll becomes more on college. If we don't have cash in the bank we are not earning interest. We also incur interest expense on borrowing. At this time there are no changes to our budget.
2. Objectives for College Council Goals 2010-2011
 1. Continue to improve internal college communications.
 - a) Objective: On a weekly basis each representative will email minutes to constituents in group and request feedback as appropriate. (College Council draft minutes.)
 2. Increase the amount of recognition for work well done. An objective was not developed for this goal. We will discuss this further when all College Council members are present. The following is a summary of the discussion on how to achieve this goal:
 - a) Sending Applause cards by email would be more efficient.
 - b) Send E-Cards for special recognitions.
 - c) It was noted that ECC Matters is a platform for recognizing people.
 - d) Have a classified "STAR" of the month. This could include a monthly parking spot as part of award.
 - e) The Foundation could put aside some money for a "SPOT AWARD" to give a gift certificate for a restaurant.
 - f) Recognize employees who participate in outside organizations.
 - g) Division meetings have an item on agenda for "KUDOS" to recognize employees.
 - h) Have a management award. This could include a yearly parking spot as part of the award.
3. Continue to incorporate evidence-based decision making when evidence is available.
 - a) Objective: Recommending constituents to promote group inquiry at staff meetings and record where data was used to support decisions, answering the question of "why" we make decisions. Remember to make decisions in light of the College's Strategic Goals as well as the College's overarching goal of increasing student graduation rates.

- b) We are already doing some of this with the expansion of data used in Program Reviews and with regular reporting of Student and Community Advancement metrics.

Agenda for the October 18, 2010 Meeting:

1. Minutes of October 11, 2010
2. Board Agenda
3. Board of Governors meeting – November 8-9, 2010
4. Develop objectives for College Council Goals 2010-2011

College Council Goals 2010-2011

1. Continue to improve internal college communications.
2. Increase the amount of recognition for work well done.
3. Continue to incorporate evidence-based decision making when evidence is available.
4. Communicate accreditation eligibility issues facing the College throughout the year.
5. Support, review, and discuss results of a Student Campus Climate survey.
6. Define and discuss the issue of employee morale and student satisfaction at both locations. Support initiatives to improve employee morale and student satisfaction as defined by campus discussions.
7. Complete 10 + 1 policies and accompanying procedures.
8. Continue to build a sense of community.