



El Camino College

College Council Minutes

Tuesday, Sept 4, 2018

1:30 – 2:30 p.m. Library 202

Members Present: Rose Mahowald, Dena Maloney, David McPatchell, Brian Fahnestock, Irene Graff, Chris Jeffries, Jane Miyashiro, Ross Miyashiro, Jean Shankweiler, Jesse Mills, Ann O'Brien

Members Absent: Amber Gillis, Erika Solorzano, Chinua Taylor-Pearce, Debbie Turano

1. Welcome/Approval of Minutes

Dena Maloney

We do not usually meet on a Tuesday so we have people not in attendance because they are in Academic Senate.

Welcome Jesse Mills. Jesse is from Compton College campus. He is replacing Chris Halligan, who is no longer a representative on this committee. Amber Gillis is another Compton representative who may step in depending on the schedule. David McPatchell remains an alternate. The orientation for Jesse and Amber to College Council was conducted in person at a meeting last week.

Minutes from the August 20, 2018 minutes are reviewed and approved.

2. Board Review

Dena Maloney

The Budget Workshop will start at 3:00pm in the Alondra room and is open to the public. Please review the Board Budget Workshop presentation on BoardDocs. It has a lot of good information.

<https://www.boarddocs.com/ca/ecccd/Board.nsf/Public>

The regular Board meeting will proceed following the Budget Workshop. Closed session will start at 4:00pm and Open session begins at 5:00pm. There will be no presentations but we will have a Public Hearing on the budget. The Board will hear any comments from the public. We will then recommend the Board approve the budget.

Consent Calendar - There is not a lot since we just had a meeting two weeks ago.

- Most of the items are usual and straightforward.
- There is an MOU between Compton District and Compton Unified Schools for data sharing in support of AB 705. It is coming to our Board because until the partnership ends the students are El Camino students. The agenda item is also on the Compton Board agenda for next week.
- The purchase of computer equipment for MBAH building (the oldest computers on campus and due to be upgraded) and Student Services building (for the computer labs in the building) is another item of note.

Sidebar: Ross provided a brief overview of how the Assessment center in the new Student Services building will be transformed to a Center for Student Equity and Achievement. This Center will provide student support programs and onboarding programs collaboratively assembled by the three Deans of Student Services and hopefully Academic Affairs. It will be a place where students can complete admissions applications, financial aid documents, address immediate responses from ECC Connect and serve as the location of the phone-banking center. All these tools that help students retain and succeed in class and easily get into El Camino will be all in one space. Hopefully, in the future, when Dr. Shankweiler and Art Leible create the most brilliant plan in the history of higher education, it will serve as a one stop for night students to take care of everything in Student Services. The Photo ID room will be moved to that area. The intent is to have the Welcome Center attached to that room so the staff will circulate, automatically mingle and help flow students into that room for deep support and in person orientation.

This will be a great topic for the Fall Town Hall. Information for Multiple Measures will be processed in this Center. Using this large space to help with onboarding and retention makes sense. A phone-banking center also makes sense. The recent *Drop for Non-Payment* was 1400 student but because of phone-banking outreach, we got it down to 179. That is really important for retention and helping students stay connected.

Action Items – The Action Items are relatively standard and self-explanatory.

No Items for Academic Affairs or Student Services.

There is a contract with an architectural firm, HGA , for under \$200,000 for design work for the bookstore. There will be a food service venue inside the bookstore and a remodel the old Manhattan Cafe.

Regroup Contract – Is an agreement with a software company that will help address the inefficiencies with Nixel - an OPT-IN system for emergency messaging. Regroup system integrates with Colleague to push out messaging for emergency alerts, but other messaging as well. Nixel will remain for those who have opted in and are not students.

Future Action Items

- A couple of first readings on AB 288 agreements.
- There is a recommendation that the Board have the opportunity to discuss the recent developments with the Compton partnership; particularly with the approval by ACCJC for the Substantive Change Proposal to change the control of Compton District; followed by the Executive Order by the Chancellor's Office, that effective June 7, 2019 at 11:59pm, the Compton Board will have control over Compton College. There is a further recommendation that each College Board of Trustees approve a resolution at their next Board meetings. The resolutions would lay out the history and direct the CEOs to write the Chancellor's Office to notify them of the intention to end the partnership. The ECC Resolution will be presented at the October 15, 2018 meeting.
- Policies and Procedures – There is a change to AP 4237 Credit for Military Services. It is a policy number change only.

There are no further questions or comments on the Board agenda

3. 2018 Climate Survey Presentation (Attached)

Irene Graff

It should be noted that this is not a nationally benchmarked survey and it never has been. We have chosen, as a campus, to continue to ask the same questions over time so we can assess ourselves. We can also redesign the survey each time to make sure to ask the questions that we want answers to.

One of the issues is food insecurity, another is housing insecurity. We will present that today.

To summarize the process:

The Student Campus Climate Survey was administered to a random sample of 170 class sections (both daytime/evening classes). The surveys were administered in class as an online survey with paper backup. We received a 73% response rate. Irene expressed her gratitude to the faculty and students for participating.

Employees' surveys were administered online via email invitation with paper surveys available at each Division. We received a 42% response rate.

Incentives were provided for participating in the survey which, boosted participation.

We are very confident about the findings. Irene presented the detailed data to Council.

Employees feel ECC achieves our mission to provide excellent comprehensive educational programs, services (96%), and make a positive difference in people's lives (98%). Students also feel ECC provides excellent comprehensive educational programs and services (96%).

Students, faculty and staff feel that El Camino is a welcoming environment and generally feel close to people at this school.

There is a lack of students that participate in events and activities on campus (30%). This will be broken down between full time and part time students.

Only 67% of employees and 63% of students feel safe on campus after dark. Campus safety during the day was not a concern.

Students and employees feel the needs of diverse students are addressed and resources to address the needs of diverse students are available.

The presentation defined Homelessness and Housing Insecurity and provided National Benchmarks on these issues. 13% of ECC students experience Homelessness, which is the same as the National Benchmark.

Food Insecurities was the next topic. 34% of ECC Students have HIGH food insecurities and 66% have LOW food insecurities. Irene provided a breakdown of students with high food insecurities based on ethnicity .

Finally, after the opportunity for questions and comments, the proposed Consultation Process for Fall 2018 was provided for presenting the 2018 Climate Survey to the campus community.

The logical question is what do we do with this data? How do we respond? What are some of the things that can be done to address the potential issues from students, faculty and staff? Who oversees the work that will be done? Are these efforts folded into our Master Plan goals that we already have in place? Is it stated that support efforts are in progress as a part of the Master Plan? It is preferable not to have to create a whole other plan and another set of people to address these issues. How do we include this and put it in the context of other issues is really important. That is the next logical step. What is actionable? How do we address these issues? Who oversees that they are being addressed? It is very interesting data, but it doesn't do us any good unless we do something with it.

That is the point of tailoring the presentation/responses for each campus committee. There is also an EEO committee that meets continuously. The subcommittee of the EEO committee oversaw the development of the Employee Campus Climate Survey. We can always bring things back for further discussion.

A similar survey was administered at Compton. The survey was tailored to address the issues of that campus. A full report will be made available to the Board in October.

4. College Council Goals (Handout)

Dena Maloney

Possible goals were presented at the last meeting. I had a further conversation with Kristie Daniel-DiGregorio. The goals on the handout reflect her input and she indicated that she would be satisfied with the goals we developed today. There are six goals. This may be too aggressive – too many goals.

1. Lead the ECC Governance Evaluation Project and develop recommendations to improve governance processes at ECC.

This is in the context of the work that has been done on governance and The Making Decision Guide; the work that was done in 2013-14 to create our system of governance that exists today and the idea being, lets evaluate to see how well it is working in helping us make good recommendations and good decisions.

2. Complete/continue development of legally required policies. Review strategies and tools to improve accessibility of BP/APs and select/implement solutions.

We discussed the Board policies need to be in a better format that is searchable. Perhaps migrating them to BoardDocs. We seem to have different procedures for how the policies come before College Council. I looked at the policy and procedure on Board Policies. We are following the procedure pretty well. Please review AP/BP 2410 (attached). The policies are divided by Vice Presidents areas with Chapter 4 and parts of other chapters being the purview of the Senate. The AP lays that out. We are required to create and update a list of legally required policies. This is currently being updated.

3. Support Compton Transition Planning process to conclude partnership by June 7, 2019.
It is critical that College Council continues to stay very involved and supportive of that goal.

4. Consult collegially to help develop a Strategic Plan, ensuring alignment with the Chancellor's Office *Strategic Vision for Success* and findings from the Climate Survey.
We have a Strategic Plan Committee that met last year. Sept 28 is their first meeting this year. We are required by the Chancellor's office to make sure our goals align with their Strategic Vision for Success for the entire system. Irene has evaluated those goals and there is only one metric we have to address. I see College Council as being the Collegial Consultation group for the Strategic Plan.

5. Consult collegially to discuss and recommend the topics for the Quality Focused Essay by February 1, 2019.

The QFE is a new component. When we went through accreditation in 2014 we were under the old standards. (Compton just went through the new standards recently). We have to have a Quality Focus Essay. The topic of the QFE should emerge from what we discover when we examine our practices against the standard. The concept is the Accreditation Committee, as it is writing this fall, forwards to College Council some topic areas for consideration for the QFE. By February, College Council will have completed the consultation and identified the QFE topic. This is a new goal for us – very specific to accreditation.

6. Monitor progress on overarching initiatives, including but not limited to, Guided Pathways, Strong Workforce, and AB705 implementation

In the past, monitoring was receiving periodic updates/presentations on the progress/status of those initiatives. We reflect on our agendas and minutes that we stay informed on these initiatives as the collegial consultation body of the college.

Those are the six suggested goals. I suggest we talk about the number of goals we take on. I think they are all important.

- College Council had six goals last year.
- The goals are things we are required to do.
- We dropped off the equity minded culture but our work on the Climate Survey helps us address that issue.

After meaningful conversation and a few edits the above goals are finalized by College Council and will appear on future agendas.

5. Adjournment

All

Future Meeting Dates: 1:30 p.m. in Lib. 202
Fall College Council Meetings

D. Maloney

Reminder only

- a. Monday, September 17, 2018
- b. Monday, October 1, 2018
- c. Friday, October 5, 2018 (Policy Day)
- d. Monday, October 15, 2018 (Board Day) Climate Survey Presentation
- e. Monday November 5, 2018
- f. Friday, November 9, 2018 (Policy Day)
- g. Monday, November 19, 2018 (Board Day)
- h. Monday, December 3, 2018
- i. Monday, December 17, 2018 (Board Day)

Spring College Council Meetings

- a. Monday, February 18, 2019 (Board Day)
- b. Monday, March 4, 2019
- c. Monday, March 18, 2019 (Board Day)
- d. Monday, April 1, 2019
- e. Monday, April 15, 2019 (Board Day)
- f. Monday, May 6, 2019
- g. Monday, May 20, 2019 (Board Day)
- h. Monday, June 3, 2019

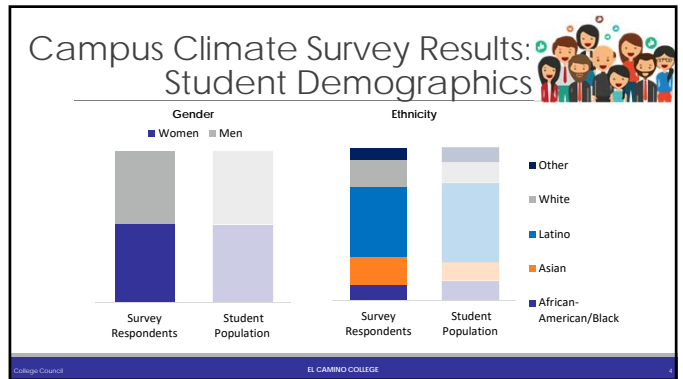
2017/18 College Council Goals

- 1) Conduct an annual evaluation of college-wide progress on Strategic Initiative C.
- 2) Implement the timeline for the development and completion of legally required policies.
- 3) Participate in regular updates regarding El Camino College and Compton College transition planning.
- 4) Provide input and engage in discussion regarding the development of an equity-minded culture at El Camino College.
- 5) Review and share data received as part of the community and college perceptions study, which will inform the development of the next Strategic Plan.
- 6) Review and endorse college-wide plans such as the Guided Pathways Plan, the Integration Plan for BSI/SSSP/SEP, Enrollment Management Plan, and other plans.

2018 ECC Campus Climate Survey: Preliminary Findings

IRENE GRAFF, DIRECTOR, INSTITUTIONAL RESEARCH & PLANNING

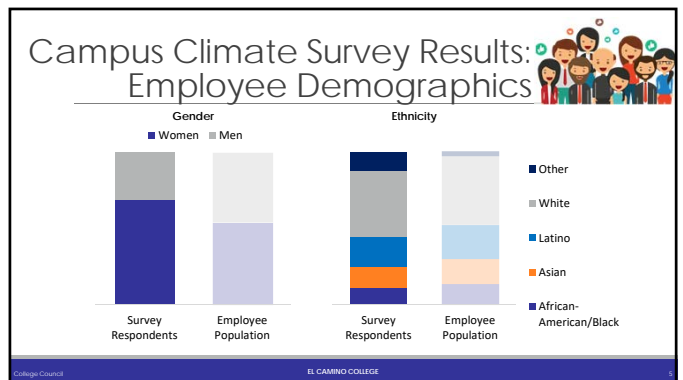
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2018 ECC Campus Climate Survey Design & Instrument: Students & Employees

Students	Employees
Demographics: Personal and enrollment characteristics	Demographics: Personal and employment characteristics
Physical Environment (and Safety): Safety, wayfinding, adequate space, sustainability	College Mission & Work Environment: Welcoming, supportive, sense of safety
Campus Life and Activities: Events, food options, community	Sense of Belonging and Value: Participation, teamwork, pride
Diversity and Inclusion: Awareness, support, respect, discrimination	Professional Development: Access to training, perceived sense of preparedness to address needs of diverse students
Services and Resources: Counseling, academic, financial, and personal support	Service to Students: Welcoming, process improvement, meeting diverse needs
Classroom Instruction: Inclusion, diverse opinions, support & fair treatment	Communication and Direction of the College: Planning & improvement, openness, staying informed
Overall Experience: Mission, welcoming, educational quality	Job Satisfaction: Satisfaction with job, campus experience
Open-Ended Questions: What is ECC doing well? What needs improvement?	Open-Ended Questions: What is ECC doing well? What needs improvement?

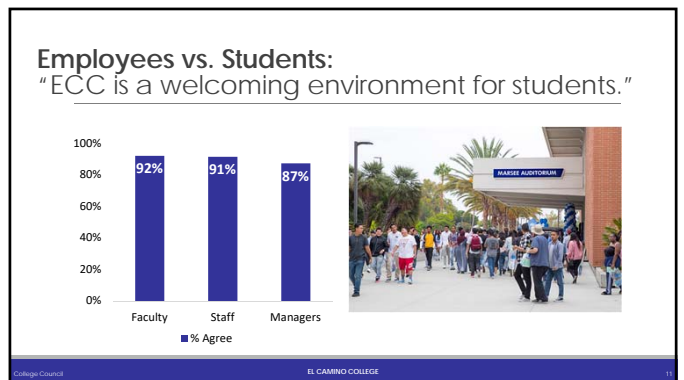
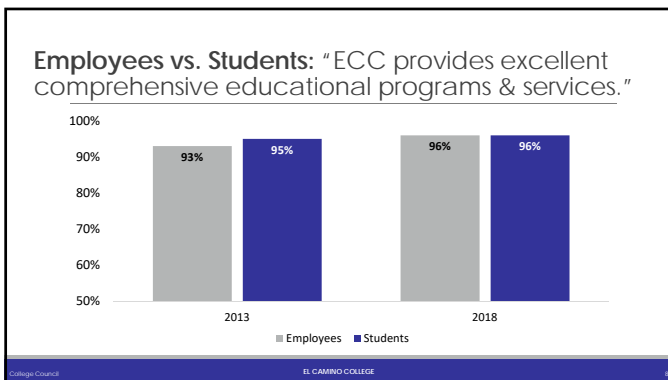
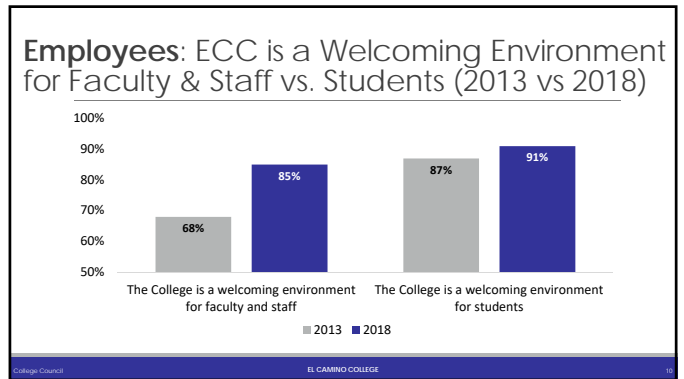
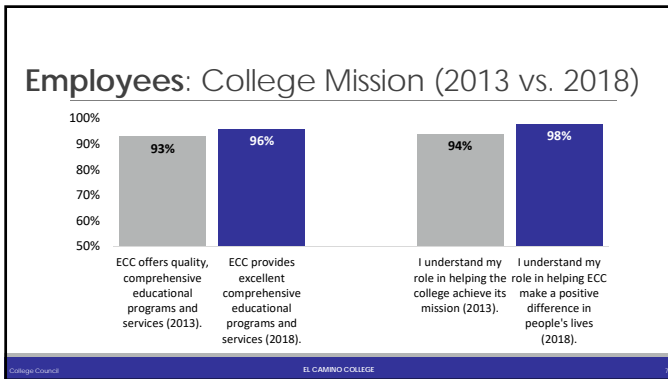
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- ## 2018 ECC Campus Climate Survey Administration
- Students:**
 - Random selection of 170 class sections, stratified by daytime/evening classes
 - In-class administration of online survey for ease of completion
 - Approximately 20 minutes to complete
 - Out of 2,231 students sampled across course sections, **1,633** completed the survey (**73% response rate**)
 - Employees:**
 - Administered online (via e-mail invitation) with paper surveys available at each Division upon request
 - Approximately 15-20 minutes to complete
 - 1,511 employees invited, **639** completed the survey (**42% response rate**)
- College Council EL CAMINO COLLEGE

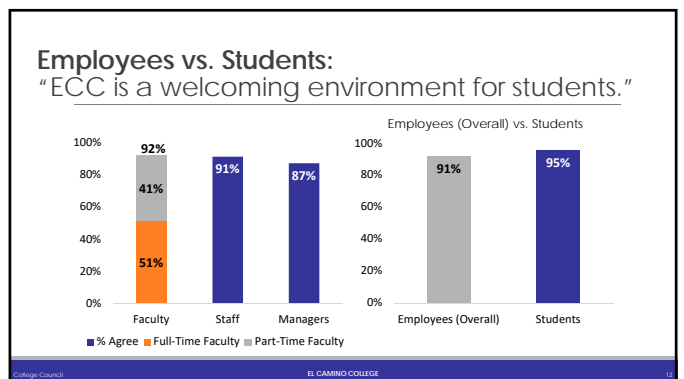
Campus Climate: College Mission

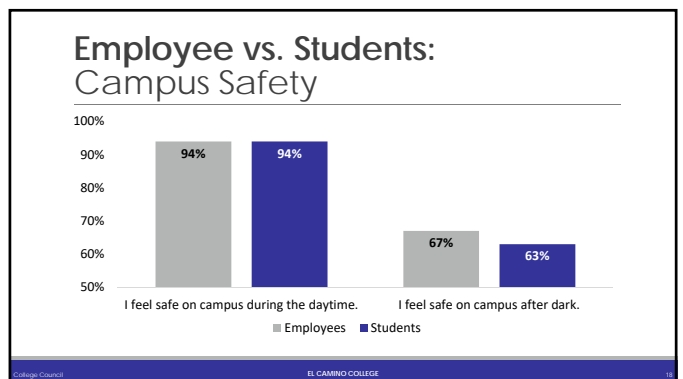
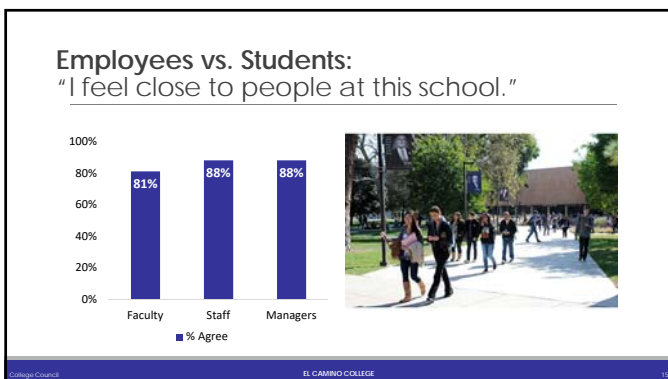
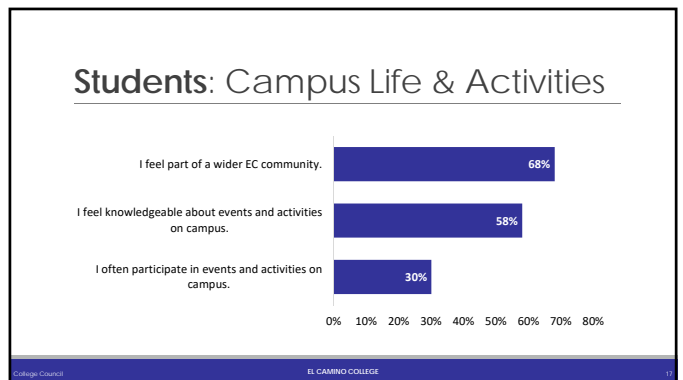
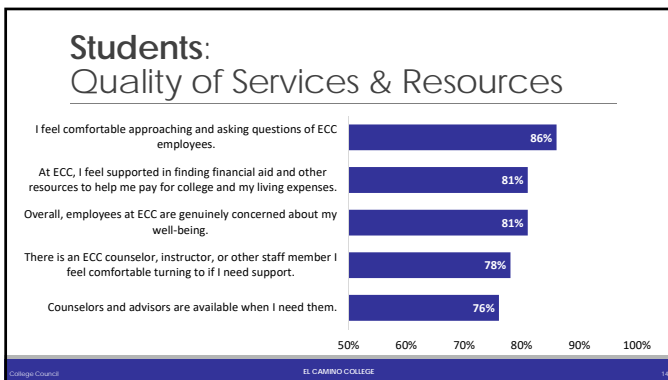
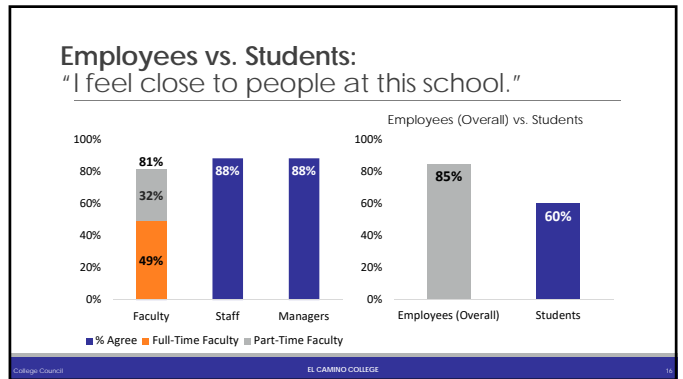
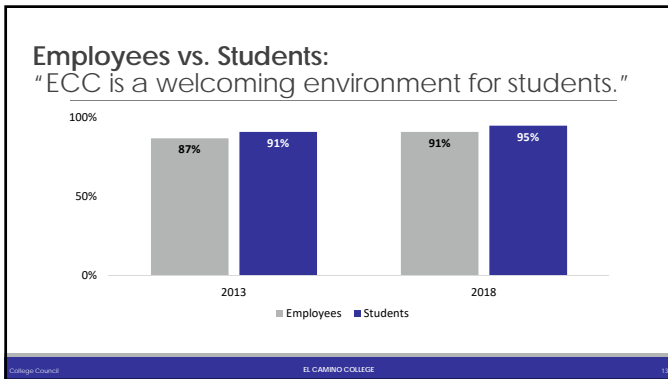
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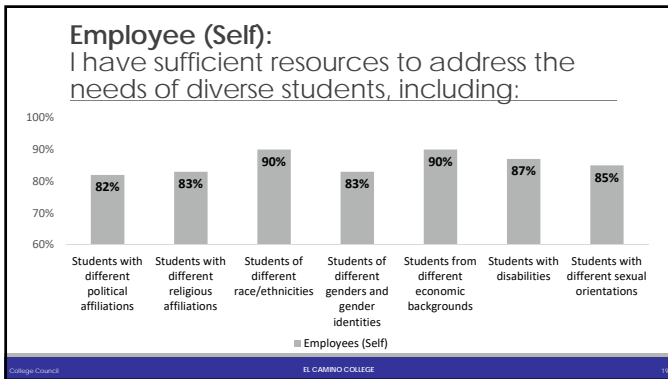


Campus Climate: Sense of Belonging

College Council | EL CAMINO COLLEGE



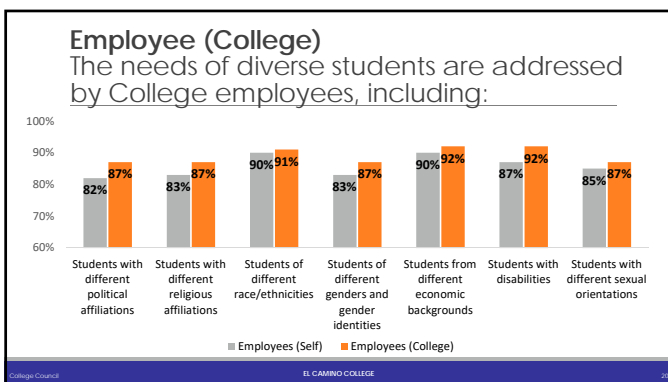




Demographics: Understanding our Students

HOUSING* AND FOOD INSECURITY**

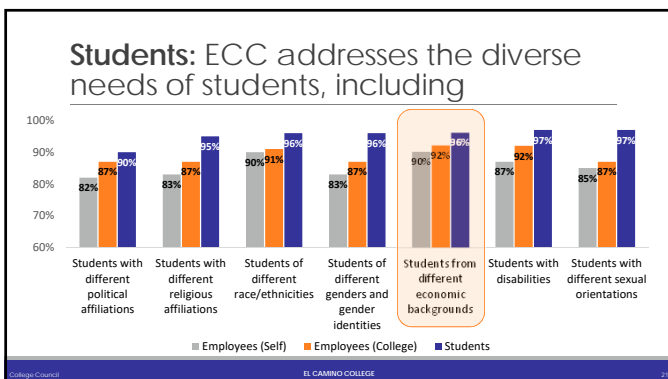
*Housing insecurity was measured using Housing Insecurity and Homelessness Scales from Wisconsin HOPE Lab.
**Food Insecurity was measured using U.S. Household Food Security Survey Module



Homelessness: Definition

Homelessness is a person:

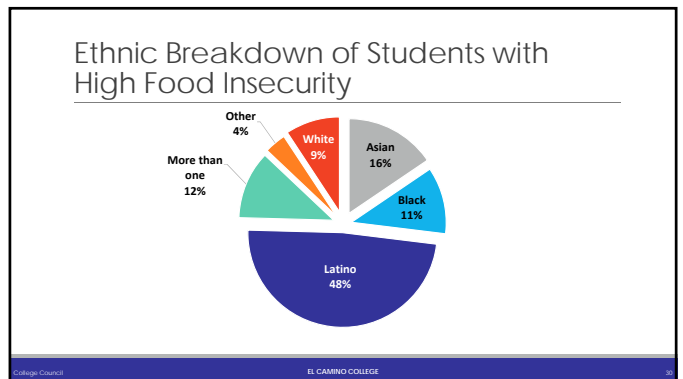
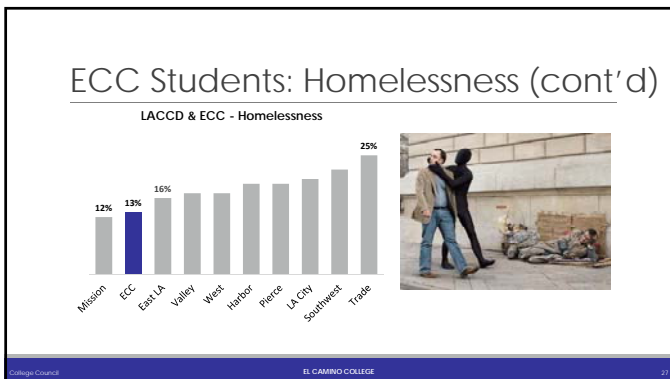
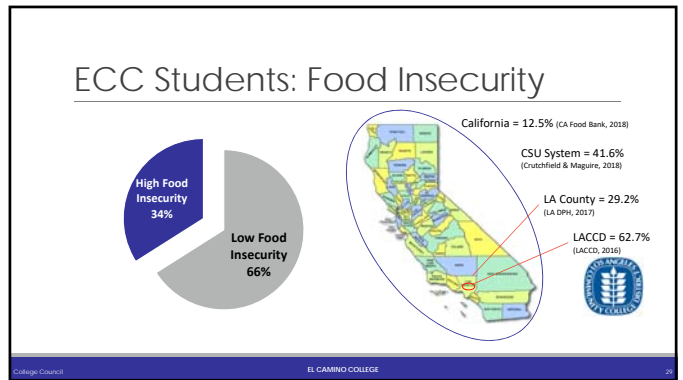
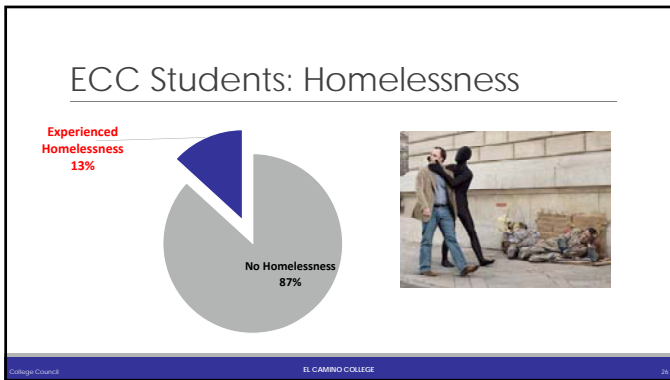
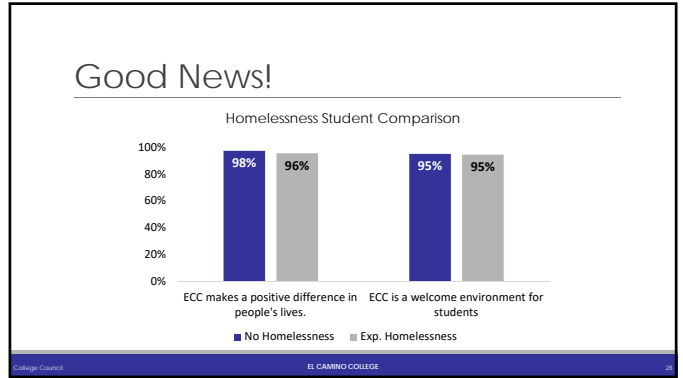
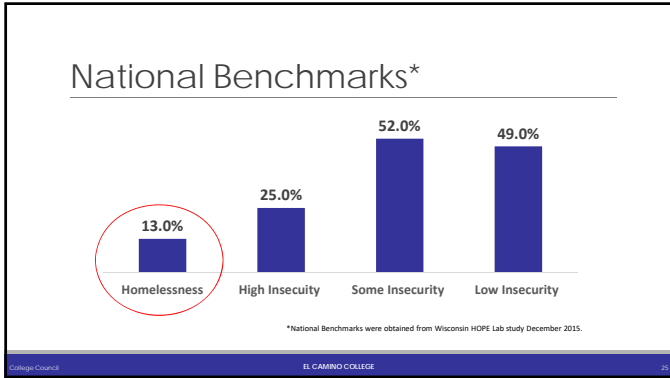
- Without a place to live
- Residing in a shelter
- Staying multiple days in an automobile
- Using an abandoned building or park



Definition Expanded

Housing Insecurity is:

- Housing Affordability/Inability to pay rent or utilities
- Move frequently
- Households with overcrowded conditions
- Neighborhood safety





Questions? Comments?

What's Next? Consultation Process: Fall 2018

Committee	Date
President's Cabinet	August 27
College Council	September 4
Strategic Planning Committee	September 28
Facilities Steering Committee	October 1
Academic Senate	October 2
Planning & Budgeting Committee	October 4
College Council	October 15
Board of Trustees	October 15
Student Services Managers Meeting	October 18
Management Forum	November 1



Thank you!

El Camino College

2018-19 College Council Goals - DRAFT

1. Lead the ECC Governance Evaluation Project and develop recommendations to improve governance processes at ECC.
2. Complete/continue development of legally required policies. Review strategies and tools to improve accessibility of BP/APs and select /implement solution.
3. Support Compton Transition Planning process to conclude partnership by June 7, 2019.
4. Consult collegially to develop Strategic Plan, ensuring alignment with the Chancellor's Office Strategic Vision for Success and findings from the Climate Survey.
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