



El Camino College

College Council Minutes
Monday, February 3, 2020
1:30 – 2:30 p.m. Library 202

Attendance

Kelsey Iino, Rose Mahowald, Dena Maloney

Absent

Edith Gutierrez, Darcie McClelland, Kenny Galan, Urwa Kainat,

Support/Alternates

Robin Dreizler, Iris Ingram, Jane Miyashiro, Ann O'Brien, Jean Shankweiler
Lindsey Lee – Student Representative, Debbie Turano - ECCE Representative

Presenters/Guests

Jorge Gutierrez

Minutes

1. Welcome/Approval of Minutes

Dr. Maloney welcomed members of College Council and opened the meeting.

After review, the minutes from the January 21, 2020 meeting were approved.

2. Guided Pathways Assessment Second Reading and Adoption

Jean Shankweiler provided an update on the progress of the [Guided Pathways assessment](#). Changes have been made since the first version brought to College Council on January 21, 2020. It is a bit longer with more details. The next big push is to get our Success teams in place and getting Program Mapper implemented. Student Success stories and Student Engagement questions are new to this year's assessment. This version is currently going through collegial consultation and will go to the Board on February 18, 2020. It is due in the Chancellor's Office by March 1, 2020.

The formation of Success teams has proven to be a huge undertaking. February 12, 2020 is the Guided Pathways Summit. The campus community, including students, is invited to work on the formation of Success teams. The Guided Pathways coordinator from the Chancellor's office that is assigned to our region will share how other schools have implemented Program Mapper and Success teams. A workbook organizing the tasks for the next semester for the Success teams will be distributed. Continued work and clarity on the Success teams is in progress.

College Council accepted the second reading and adoption of the Guided Pathways Assessment report.

3. AP 5203 Lactation Accommodation

Jane Miyashiro provided background on SB 142, Employee Lactation Accommodation, that passed on January 1, 2020. Part of the bill requires an AP specifically on lactation accommodation. CCLC has a template on AP 5203

Lactation Accommodation. Our [proposed AP 5203](#) is based on this legally vetted template and includes both students and employees.

We currently have lactation accommodations located on campus. Facilities is putting their locations on the interactive campus map available on our website. Locations are proposed in the new Behavioral and Social Science building and the Art Complex. Currently there are lactation accommodations in the Student Services building. Space in the Administrative building is being identified. The rooms will be private with one-way locks, equipped with a chair, table and electrical outlet. Shelves and sofas are also being considered. Sinks will be in close proximity.

Similar to the initiative for gender-neutral restrooms, accommodations for specific facilities will be part of future design plans and attempts to find space that meet the requirements in existing buildings will be made.

Is AP 5203 required to go to Academic Senate because of language in the last paragraph? Darcie will look into it. AP 5203 will be presented to the Facilities Steering committee today.

4. Governor's Budget Proposal

Iris Ingram provided current information on the annual Governor's budget. Community Colleges will continue to be limited to their current allocations plus 2.29% COLA with an anticipated .5% growth. Budget proposals still have to go through Senate and Assembly Budget Committee processes as well as presented to other committees for review and input. The budget is far from being finalized. We will know more in mid-May when the May Revise is issued.

There is a lot of one-time funding provided for specific programs that may be considered "priorities" for the Governor. One-time money is not a sustainable source of revenue.

Schedule Maintenance is receiving annual one-time allocations. This year's allocation amounts to about \$123,000 per community college campus. ECC splits this allocation between ITS and Facilities which does not amount to much funding. The state has not kept up with schedule maintenance system wide.

The budget did not address the system wide issue of PERS/STRS. The Legislative Analyst Office has suggested that the one-time allocations for small initiatives be better used for PERS/STRS Relief.

SCFF remains in place. No changes are expected to be made in 2020-21. First Generation students may be a component for funding under the SCFF but the metrics for identifying and verifying First Gen students still has to be established. Hold Harmless has been extended until fiscal year 2022-23. However, funding continues to change and is unpredictable. This year's allocations have not yet been determined.

Staffing changes have been made in the Chancellor's Office. In an effort to prepare the new Vice Chancellor, The Chancellor's Office hired Jim Austin to go out to the districts and really listen to the concerns regarding the SCFF. The first year of SCFF was very unstable. There is not enough money to fund the formula.

ECC attended the Annual Legislative Conference and advocated for fully funding the SCFF, more funding for deferred maintenance and instructional equipment and PERS/STRS reform for the fiscal stability of our colleges.

Our Music building construction project is included on the list for funding under Prop 51. We expect and hope the state will fund about \$20M toward the project. We also advocated to keep this project on the list of projects included in the 2020-21 budget.

PBC will be provided a draft of the processes and timeline for next year's budget. The draft will include templates that will connect planning processes from Institutional Research and Planning with the Program plans and budget requests. Meetings are schedule with IR&P to develop a seamless process. The initial budget requests should roll out late February/early March. Instructional workshops and training for the new process are being mapped out. Over the past few years, Position Control has been strengthened.

5. Facilities Update

Jorge Gutierrez provided status updates on the [ECC Construction projects](#), including anticipated completion dates.

Reminder: The Grand Opening for the Gymnasium is on Friday, February 21, 2020 with fun activities with prizes.

Not included on the status update from Jorge Gutierrez:

- The plans for the proposed Manhattan Beach traffic signal at the exit of Lot F are at L.A. County Traffic Department for review and approval.
- Solar power is being considered campus wide. A feasibility report is being prepared with cost factors and location suggestions.
- Interviews with architects for the Music Building are scheduled for the spring. This is in anticipation of getting state approved funding for the project.
- Recently, the property outlining the campus, on Crenshaw Blvd, has been very well maintained by the County. It looks much better. Similar efforts are planned for Manhattan Beach Blvd.
- Property around the ramp leading to the south parking lot, (around the El Camino signage) has dilapidated old metal posts with wires littered throughout. This property belongs to the City of Torrance. We are in contact with the appropriate office to advocate the same efforts taken by the County.
- New and improved electronic monument signs are being considered to replace the existing signs on Manhattan Beach Blvd and Crenshaw Blvd.

6. Adjournment

Parting comments:

Coronavirus outbreak - There was a hoax of a case on campus. An official communication will go out to the campus community about the impact of the outbreak locally. The AFT notified their members on protocols to follow with regards to disseminating information to mitigate fear or paranoia. Practical common sense protocols – washing hands frequently, stay at home if sick, etc., will be part of any communications to the campus. Marketing and Communications is using messaging and protocols from the LA County Public Health Department and CDC. LA County Public Health Department has existing protocols for disseminating information on any communicable diseases. It is fairly routine. We also get precautionary notifications from the agency.

The other concern is the xenophobia and anti-Asian backlash that can possibly stem from this. We are a diverse campus and are aware and proactive on this issue.

Lindsey Ludwig is taking steps to ensure that our international students are not dropped from their classes due to travel bans or other related issues. She is checking with field representatives and other International Student programs. This is an opportunity for us to work across division lines to respond effectively.

Meeting adjourned

2019 - 20 College Council Goals

1. Provide orientation to all new and returning members of College Council on the Council's purpose, goals, and expectations of its members. Annually evaluate the College Council's effectiveness.
2. Lead the design of a 2020-25 Making Decisions at El Camino College document, which reflects the institution's commitment to collegial consultation and the purpose and responsibilities of each collegial consultation committee, its relationship to other committees, and the process for moving recommendations to the Board of Trustees through the Superintendent/President.
3. Complete/continue the development of legally required policies and procedures.
4. Consult collegially on the Institutional Self Evaluation Report. Attend assigned campus forums and provide feedback to the College Council.
5. Consult collegially on the organizational structure needed to support guided pathways at El Camino College.
6. Ensure that the College Council is informed of college initiatives including but not limited to:
 - Associated Student Organizations initiatives
 - Technology modernization
 - Impacts of facilities on the student experience
 - Sustainability plan progress
 - Climate Survey plan progress
 - 2020-23 Strategic Plan and new institutional planning model

Winter/Spring Council Meetings

- Tuesday, February 18, 2020 (Board Day)
- Monday, March 2, 2020
- Wednesday, March 11, 2020 Policy Review Day
- Monday, March 23, 2020 (Board Day)
- Monday, April 6, 2020
- Monday, April 20, 2020 (Board Day)
- Monday, May 4, 2020
- Monday, May 18, 2020 (Board Day)
- Monday, June 1, 2020

Summer/Fall College Council Meetings

- Monday, June 15, 2020 (Board Day)
- Monday July 13, 2020 (Board Day)
- Monday, August 17, 2020 (Board Day)
- Tuesday, September 8, 2020 (Board Day)
- Monday, September 21, 2020
- Monday, October 5, 2020
- Monday, October 19, 2020 (Board Day)
- Monday, November 2, 2020
- Monday, November 16, 2020 (Board Day)
- Monday, December 7, 2020
- Monday, December 21, 2020 (Board Day)