



El Camino College

College Council Minutes

Tuesday, September 8, 2020

1:30 – 2:30 p.m. Via Zoom

Attendance

Giancarlo Fernandez, Edith Gutierrez, Kelsey Iino, Rose Mahowald, Dena Maloney, Darcie McClelland, Debbie Turano

Absent

Kenny Galan

Support

Iris Ingram, Jane Miyashiro, Ross Miyashiro, Ann O'Brien, Jean Shankweiler

Minutes

1. Welcome/Approval of Minutes

Dr. Maloney opened the remote meeting and welcomed participants.

After review, the minutes from the August 17, 2020 meeting were approved as presented.

2. Orientation to College Council

Dr. Maloney provided the orientation to College Council. College Council is one of six collegial consultation committees and plays an important role in bringing forward, as a forum, exchange of information that affects the college community.

College Council revised and updated the *2020-25 Making Decisions Guide* last year. The Guide details how decisions and recommendations are made at the college and provides an overview of our governance process. The document identifies the role of students, faculty, staff and administration in accordance to Education Code and Title 5, as well as the role of the Board of Trustees and the Superintendent/President. An overview of the [*2020-25 Making Decisions Guide*](#) was provided along with details on the structure of College Council. Giancarlo Fernandez is introduced as the new student representative.

3. Board Agenda Review

In compliance with Governor Newsom's Executive Order N-25-20, in response to the ongoing COVID-19 pandemic, the District will conduct the Board of Trustees meetings as audio only teleconferences. We will have two email addresses for public comment. One for public comments on Closed Session agenda items and one for public comment on Open Session agenda items and non-agenda items. A new dedicated email address will be provided for the Public Hearing appearing on the agenda.

A comprehensive overview of the August 17, 2020 [*Board agenda*](#) was provided; including the Presentation, Public Hearing, Consent Calendar items, Action items and Future Action Items/General Information.

The Vice Presidents highlighted agenda items of particular interest from their areas and answered any questions.

Jean Shankweiler - Academic Affairs

Ross Miyashiro - Student Services
Iris Ingram – Administrative Services and Measure E
Jane Miyashiro - Human Resources

Dena Maloney highlighted Community Advancement and President/Board agenda items and provided a summary of the President's Oral report to the Board. This is the first time a written report is included in the agenda

Discussions:

- A brief update was provided on the fire at the Fire Academy located in Inglewood.
- Student participation is confirmed for the selection of the new Superintendent/President. The process is in accordance with [AP 2421- Superintendent/President Selection](#).

4. Spring 2020 Withdrawal Survey

(This agenda item was tabled to the September 21, 2020 meeting)

5. Goals

Dr. Maloney presented a [draft of proposed goals](#) for College Council to consider and discuss for 2020-21.

Discussions:

- Add language to goal #5 to facilitate a Campus Communications plan to better inform our specific constituents on actions taken due to the pandemic.
- Taking the suggestion above and potentially expanding it to an additional goal on creating a Campus Communication plan that creates more touch points and strengthens relationships.
- Broaden the existing language in goal #7. We should limit possible discussions. Also include the specific initiatives:
 - Enrollment Operations Committee/Enrollment Management
 - Strategic Planning Implementation
 - Facilities Master Plan
- Create a cross-cultural, inclusive “social” space in addition to the SEA Village (a space dedicated to tutoring/academics) – This topic falls within the purview of the Advisory Committee on Race and Equity. However, this is important to discuss in all campus committees.
- Dr. Maloney will take the suggestions word smith and bring them back to College Council on September 21. Please email any additional input directly to her.

6. Adjournment

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

Future Meeting Dates: 1:30 p.m. - Board Room, Adm 150 D. Maloney Reminder only

Summer/Fall College Council Meetings

- 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)