



El Camino College

College Council Minutes
Monday October 4, 2021
1:00 – 3:00 p.m. Via Zoom

Attendance

Breeanna Bond, Edith Gutierrez, Kelsey Iino, Dalyan Johnston Rose Mahowald, Darcie McClelland, Jacquelin Sims, Erika Solorzano, Brenda Thames

Absent

Kenny Galan

Support/Presenters

Jane Miyashiro, Ross Miyashiro, Ann O'Brien, Ann Tomlinson, Jessica Padilla, Greg Luna, Robin Dreizler

Minutes

1. Welcome/Approval of Minutes

After review, contingent on adding the missing hyperlink, the September 20, 2021 minutes were approved.

2. Access to Facilities

Students attending classes on campus are having difficulty finding open restrooms that are convenient to their lab classes.

Restroom LS 130 will be unlocked. Any restroom will be unlocked by request. Please contact Greg Luna. Greg will work with Marketing & Communications to create a map of open restrooms on campus. A list of current class sections and their locations will be provided to ensure restrooms are open in the proper areas.

Campus Police may need to increase patrol to keep transients from using the facilities.

The custodial crew will be advised to clean open restrooms. There are only two custodians scheduled between 12:30pm – 8:00pm. Staffing will have to be addressed to meet the demand. Vacancies on the custodial staff need to be filled.

Convenient restroom for students will be resolved before College Council meets again.

3. Student Services and SRC Operating Hours

Students with classes later in the day do not have access to SRC to take exams. Additionally, students taking classes in the evening do not have access to in person student services.

SRC testing accommodation can be made for all students following the [SCR testing request instructions](#). Student requesting accommodation must also complete the Accommodation Request [form](#).

Students are completing the form and then need to email to make an appointment. This is frustrating for students. Jackie will follow up with Gary Greco to ensure student needs are being met.

The Student Services Building in person hours are 10:00am – 3:00pm, Monday through Friday and 9:00am – 1:00pm. Remote student services are available Monday - Thursday 8:00am -7:00pm and Friday 9:00am – 4:30pm.

In the past, Student Services were open till 7pm however, there was very little activity. Hours will be tracked and adjusted accordingly. Pop up student services in populated areas during the evening may be effective. The Bookstore has extended hours during the first two weeks for students. Cashier's windows mirror the hours of student services at this time as well.

Improvement of communicating the student services and resources available should be addressed.

4. Goal Setting 2021-22

All

Suggested goals aggregated from previous meetings and additional goal suggestions from Dr. Thames were shared and discussed by College Council. After robust and thoughtful conversation, a [draft of possible goals](#) were suggested. This draft will be brought back to College Council for brief review for any changes or concerns and approval.

The next meeting, we start work on the charge and governance of College Council. Council members are asked to review the existing governance manual and current charge of the committee. We will also review the recommendations for the Strategic Steering Committee for the Comprehensive Master Planning process.

With the new changes envisioned for College Council, there may be more interest from the campus community in attending the meetings. An announcement of the new format should go out. Announcements from Marketing & Communications or during the next *Chat with the President* are suggested.

5. Meeting Adjourned

Future Meeting Dates: 1:00 p.m. Via Zoom

B. Thames

Reminder only

Fall/Winter 2021 College Council Meetings

Monday, October 18, 2021

Monday, November 1, 2021

Monday, November 15, 2021

Monday, December 6, 2021

Monday, December 20, 2021

2020 - 21 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. Complete/continue the development and regular updates to, legally advised and legally required policies and procedures, placing priority on legally required policies and procedures.
3. Support the Accreditation Peer Review Team visit and the reaffirmation of accreditation of El Camino College.
4. Be informed of the work of the President's Advisory Committee on Race and Equity and engage in discussions on strengthening campus climate, reduction of student equity gaps using standardized disaggregated data methodologies and enhanced inclusion and diversity at El Camino College. Explore opportunities for inclusionary spaces for cross-campus dialogue.
5. Receive regular updates from the COVID-19 Task Force and facilitate campus communications that inform College Council constituents on actions taken in response to the COVID-19 pandemic.
6. Ensure College Council is informed of and discusses college initiatives, including but not limited to:
 - Guided Pathways and Equity Outcomes
 - Associated Student Organizations initiatives
 - Technology modernization
 - Impact of facilities on the student experience
 - Sustainability plan progress
 - Enrollment operations and enrollment management
 - Strategic Plan implementation and monitoring
 - Facilities Master Plan developments
 - Impact of fiscal developments on the campus
7. Strengthen campus communications by creating a communications plan designed to inform the stakeholders on major developments that affect the campus.