



**Monday, December 6, 2021  
College Council Meeting**

**We invite all interested parties to attend our meetings and learn how College Council facilitates communication and serves as a forum to exchange information that affects the college community. College Council meets the first and third Monday's of the month via Zoom. Unless otherwise stated.**

**The following is the teleconferencing information to access the meeting:**

**Join Zoom Meeting**

**<https://elcamino-edu.zoom.us/j/98075939877?pwd=eHVvdmEwdUxGR0RkdkwvVXJlIa2xoQT09>**

**One tap mobile**

**+16699006833,,98075939877#,,,,\*077912#**

**Dial by your location**

**+1 669 900 6833 US**

**Meeting ID: 980 7593 9877**

**Passcode: 077912**

**Strategic Initiative C–Collaboration: Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.**

## **1. Opening Items**

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**Subject                      1.1 Welcome**

Meeting                      Dec 6, 2021 - College Council Meeting

Category                      1. Opening Items

Access                      Public

**Type**

Dr. Brenda Thames, Chair of College Council will open the meeting.

**Subject                      1.2 Approval of Minutes**

Meeting                      Dec 6, 2021 - College Council Meeting

Category                      1. Opening Items

Access                      Public

**Type**

College Council will approve the minutes from the November 15, 2021 meeting.

<b>Subject</b>	<b>1.3 Follow Up Items Update</b>
Meeting	Dec 6, 2021 - College Council Meeting
Category	1. Opening Items
Access	Public

Type

College Council will review the status of follow up item from previous meetings.

Admin Content

## 2. Agenda

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<b>Subject</b>	<b>2.1 SWP 2.0 Local Share "20-21 Industry Technology" Plan - Dr. Jacquelyn Sims</b>
Meeting	Dec 6, 2021 - College Council Meeting
Category	2. Agenda
Access	Public
Type	Information

<b>Subject</b>	<b>2.2 Land Acknowledgement Efforts - Dr. Chris Gold</b>
Meeting	Dec 6, 2021 - College Council Meeting
Category	2. Agenda
Access	Public
Type	Information

<b>Subject</b>	<b>2.3 Climate Survey Pt. 2   Diversity, Equity and Inclusion Section - Dr. Viviana Unda</b>
Meeting	Dec 6, 2021 - College Council Meeting
Category	2. Agenda
Access	Public
Type	Information

File Attachments

[Student Campus Climate Survey DEI section Spring 2021\\_final version PT.pdf \(218 KB\)](#)

[2021 Employee Campus Climate Survey DEI section\\_final version PT.pdf \(220 KB\)](#)

## 3. Policies and Procedures Review

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<b>Subject</b>	<b>3.1 AA - BP 4070 Course Auditing</b>
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Meeting Dec 6, 2021 - College Council Meeting

Category 3. Policies and Procedures Review

Access Public

Type

File Attachments  
[BP 4070 Course Auditing senate 6-1-2021 cod 5-20-2021 1.pdf \(89 KB\)](#)

**Subject 3.2 AA - AP 4070 Course Auditing**

Meeting Dec 6, 2021 - College Council Meeting

Category 3. Policies and Procedures Review

Access Public

Type Information

File Attachments  
[AP 4070 Course Auditing senate 6-1-2021 cod 5-20-2021 2.pdf \(110 KB\)](#)

## 4. General Information

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**Subject 4.1 2021-22 College Council Goals**

Meeting Dec 6, 2021 - College Council Meeting

Category 4. General Information

Access Public

Type Information

### 2021-22 College Council Goals

1. Review Board Policy and Administrative Procedure review process. Regularly review and provide input on legally advised and legally required policies and procedures.
2. Provide coordination, facilitation, and leadership in Safe Return to Campus
  - a. Integrate work of COVID-19 Taskforce into scope and purview of College Council.
  - b. 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.
3. Review and revise (as necessary) Council charge, guidelines, functions/responsibilities and membership:
  - a. Review Integrated Making Decisions Guide and revise as necessary
  - b. Review and revise participatory governance structure as well as reporting and recommendation processes to College Council.
  - c. Develop College Council Handbook, orientation, planning calendar and roles.
  - d. Assess effectiveness of College governance processes
  - e. Coordinate with Planning and Budget Committee to review and revise Resource Allocation, Budget Augmentation Request, and Funding Recommendation processes.
  - f. Improve Council self-evaluation survey process and response rate.
  - g. Assess Council membership, including the role of the alternates and support members.
  - h. Coordinate with Facilities Steering Committee to create processes and guidelines for space utilization allocation, requests, and recommendations.
  - i. Migrate Governance committees/councils and college task forces, workgroups, committees under scope of College Council to BoardDocs platform.

- j. Facilitate and support the Comprehensive Master Planning process.
  - k. Adapt College practices, reporting, and evaluation mechanisms to better measure effectiveness and campus climate (information regarding campus climate survey cycle inclusive of surveys addressing post-COVID perceptions).
4. Facilitate and provide leadership in the adoption of an equity-minded, student-informed, and data-driven decision-making process college-wide.
- a. Engage in discussion on strengthening campus climate, reduction of student equity gaps, identify and remove institutional barriers using standardized disaggregated data methodologies, and enhanced inclusion and diversity at El Camino College. Explore opportunities for inclusionary spaces for cross-campus dialogue.
5. Strengthen campus communications by creating a communications plan designed to inform the stakeholders on major developments that affect the campus.
- a. Clearing house for CCCCCO communications
  - b. Increase awareness of programs and services at all locations
  - c. Guide on where decisions are made
  - d. Inform stakeholders on major discussions
  - e. Inform stakeholders on recommendations from College Council
  - f. Ensure College Council is informed of and discusses College initiatives including but not limited to:
    - i. Guided Pathways and Equity outcomes
    - ii. Associated Students Organization initiatives
    - iii. Technology modernization
    - iv. Sustainability Plan progress
    - v. Enrollment operations and enrollment management
    - vi. Strategic Plan implementation and monitoring
    - vii. Facilities Master Plan developments
    - viii. Impact of fiscal developments on the campus
6. Develop and implement a comprehensive Enrollment Management plan and processes that ensures student-centered class scheduling and course offerings at all locations; including communication on roles in enrollment management.
- 1. Dual Enrollment
  - 2. Non-Credit
7. Assess issues with Colleague and current business practices. Take leadership in recommending changes on business process improvements to improve and streamline operations of college.

#### File Attachments

[2021-22 College Council Goals.pdf \(161 KB\)](#)

## 5. Adjournment

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### Subject

### 5.1 Closing Remarks

Meeting

Dec 6, 2021 - College Council Meeting

Category

5. Adjournment

Access

Public

Type

### Subject

### 5.2 Meeting Adjourned

Meeting

Dec 6, 2021 - College Council Meeting

Category

5. Adjournment

Access

Public

Type