

Calendar Committee Zoom Meeting
April 30, 2020, 3:30pm-4:30pm

Members: Alireza Ahmadpour, Stacey Allen, Debra Breckheimer, Bridget Delahunt, Chris Gold, Jorge Gutierrez, Chris Jeffries, Lillian Justice, Beverly Knapp, Marta Maaza, Alice Martinez, Ross Miyashiro, Dipte Patel, Lavonne Plum, Jean Shankweiler, Bruno Soto Tovar, Greg Toya, Vladimir Vasquez, Daniel Villanueva

Present: Ali Ahmadpour, Stacy Allen, Bridget Delahunt, Chris Gold, Jorge Gutierrez, Chris Jeffries, Lillian Justice, Alice Martinez, Ross Miyashiro, Lavonne Plum, Jean Shankweiler, Greg Toya

The meeting began at 3:36 p.m.

Review of the final draft of the *El Camino College Making Decisions 2020-2025* document

Comments:

1. Page 4, Mission Statement, 2nd sentence - delete the word "excellent." It was mentioned at Academic Senate that this word is not in the Mission Statement.
2. Page 6 - add 'April 30' as the date of review for the Calendar Committee.
3. Page 10, Role of Administrators, 1st sentence – Change 'associated' deans to 'associate' deans.
4. Page 12, Board of Trustees, 2nd paragraph – delete ... after 'college of trust' and add a period.
5. Page 15 - Calendar Committee membership is correct.
6. Pages 14-16, Consultation Committees - student representation should be added to the committee memberships (exception: there are no student members on Academic Senate).
7. Page 16, Consultation Committees, Associated Students Organization – membership section should not be underlined.
8. Page 16, Academic Affairs description, first sentence - replace 'facilities' with 'facilitates.'
9. Page 17, Division Councils – use the same format as Area Councils for consistency. Replace the links with descriptions of the committees.
 - a. Add division councils for Student Support Services and Enrollment Services.
10. Page 17, Advisory Committees – delete Auxiliary Services Board (disbanded last fall 2019 at Board Meeting).
11. Page 17, Advisory Committees - CTEA is not an advisory committee. Should we develop a career education committee?
12. Page 18, Student Success Advisory Committee – change to 'Student Equity & Achievement Committee'. Ross Miyashiro will update the committee description.
13. Page 19, Structure of El Camino College Collegial Consultation Committees – the diagram does not show relationships nor define structure between the six committee boxes. Area Councils/Division Councils are advisory committees – recommend removing arrows. Replace diagram with a flow chart that shows relationships between committees.

14. Page 20 – Associated Student Organization – the structure diagram is confusing. Recommend eliminating the flow chart or fix it to reflect the narrative and responsibility of the committees. ICC body does not make decisions but maybe a description of ICC should be included. Ross Miyashiro and Greg Toya will review this section.
15. Page 21, The Structure of the Academic Senate and Its Committees - a good example of a flow chart. Maybe use the same format for the ASO Student Senate.

Discussion and Vote

A motion was made and seconded to approve the comments made by the Calendar Committee.

1. Discussion: Comments are cosmetic and does not reflect substantial changes nor change the content.
2. Vote to approve comments made by the Calendar Committee on the final draft of the Making Decisions at El Camino College document:

Yes - 11

No - 1

Abstain - 0

Ross will send the Committee the final draft when available.

The meeting ended at 4:15 p.m.