



El Camino College

College Council Minutes

Monday, June 4, 2018

1:00 – 2:30 p.m. Library 202

Members Present:

Kristie Daniel-DiGregorio, Chris Jeffries, Rose Mahowald, Irene Graff, Dena Maloney, David McPatchell, Jean Shankweiler, Maria Smith, Acting Vice President/Human Resources, Ross Miyashiro, Brian Fahnestock, Ann O'Brien

Absent: Chris Halligan, Debbie Turano, Erika Solorzano, Tiffany Ushijima, Brian Fahnestock, Ann O'Brien, Carolee Vakil-Jessop

Guest presenter, Jeff Hinshaw | 2018-19 Tentative Budget Presentation

Minutes:

1. Approval of Minutes – Minutes for May 21, 2018 were emailed to members for review. Minutes are approved.
2. 2018-19 Tentative Budget Presentation
Dr. Maloney and Brian Fahnestock presented a high-level overview of the tentative budget for 2018-2019 fiscal year.
 - A. New Funding Formula still holds many unknown factors and the lack of simulations create challenges in developing our budget.
 - We will be held harmless next year. We don't know about the following years.
 - There is continued debate in Sacramento on the budget. The Budget subcommittee of the Assembly and the Budget Subcommittee of the Senate have voted to reject the budget proposal. However, there are advocates in support of the budget working on this proposal.
 - We do know that no matter what, next year is going to look a lot like this year. Our best bet is to prepare a budget that reflects what we do know - the receipt of an additional \$2.9M in revenue from COLA and the anticipated cost increases for next year.
 - We will present a budget to the Board and continue to operate until we have the adopted budget.
 - B. The only changes to the budget is that we will get more revenue because of COLA - \$2.9M. It will mostly cover salaries and automatic increases.
 - Cost of PERS/STRS goes up. \$15M was previously set aside in anticipation of the future increased costs of PERS/STRS. We will take \$2M of the \$15M to cover only the increase in PERS/STRS. Salary increases are anticipated to be \$1.6M, COLA increases are expected to be \$1M and minor increases - utilities, workers comp insurance, etc.; indicates we will spend the \$2.9M.
 - C. The Tentative Budget will be on the June 18 board agenda
 - D. General Fund remains the same. We are not starting any new programs or stopping any programs.
 - E. In the General Restricted Fund there are significant revenue swings which we are verifying.
 - Fund 12 - We are trying to understand the swings in SSSP, SEP, BSI. We are required to integrate these programs in 2018-19. .

- There will be an increase in Strong Workforce money and we expect Pathway funding. We are waiting to get the allocations on these funds.
 - AB19 was passed last year and extends the Promise concept for first-time full-time students. We are waiting to see what our allocation will be. This is in addition to our own South Bay Promise program for entering high school students.
 - Fund 14 & Fund 15 are funded from monies received from our partnership with Compton. The purchase of new technology comes out of Fund 15. 2018-19 will be the end of the funding received from the Compton partnership. This will affect our ability to invest in new technology. We will have to set up a fund to keep our technology current in future years. We will also have to find alternative funding for programs supported in part by Fund 15.
- F. There is no major change on capital outlay.
- G. The tentative budget will go before PBC on Thursday for first review.
- H. In conclusion, things are stable. However, there are some real uncertainties that we will have to deal with.
- Compton partnership funding
 - The increase in PERS/STRS
 - The new funding formula makes long-term forecasting uncertain. The proposed funding formula dynamics does not address issues such as training certification entities or non-credit programs. This is only a couple of the unintended consequences of the proposal
- I. We are borrowing FTES from the summer this year and not budgeting for growth next year. This might change due to the change in the funding formula. We may actually grow but we are not budgeting for it. Enrollment so far is slightly ahead of last year but things can change.

3. Compton Transition Plan Update

Barb Perez provided an update on the Compton Transition Plan (Handout - Accreditation, Curriculum and program review)

- A. June 7, 2017 Compton received its additional accreditation. The desire to return the college to Compton Community College District became an overriding factor. Immediate work began on Substantive Change proposal and transition. At the time, Compton was dependent on ECC's Colleague ERP system, and the ECC curriculum. It has been about a year that the transition efforts have been in motion. Additionally, the Commission was rewriting its Substantive Change process. They went through several iterations of what they wanted us to do.
- B. Last month we had an open forum on campus for anybody to provide comment on the proposal that had been drafted. The first draft was provided to the ECC Board for a first reading in May. The final version will go to the Board in June. The goal is to submit the plan in July.
- C. The goal is to finalize the separation following Commencement 2019. Summer 2019 will be the first session of classes offered by Compton College, the 114th California Community College.
- D. The Transition committee has been working very hard. It has been broken up into a variety of work groups:
- Admissions & Records, Academic Affairs, Student Services, Business Services, Communication, Financial Aid, IT, Police Services and Nursing. Essentially each of these areas have to be addressed
 - The Transition committees include members from El Camino and Compton College. We need as much input as possible to try to separate the daily tasks that are performed by ECC and those done by CCC.

- E. The hand out Chris Halligan emailed to the Council is our institutional self-evaluation items identified by the accreditation process. In two years, we will have a mid-term report. The evaluation will ensure that we have addressed and taken care of all the items that the visiting team have brought to our attention.
- F. One of the first priorities was to select an enterprise, student management system. Ellucian's, cloud based product, Banner, was selected.
 - Unlike Colleague, Banner already has all the state reporting as part of the platform.
 - Banner was adopted in May and training was provided the week of the 14th and 21st. There are wonderful features in Banner however; it is not as intuitive as it could be. A huge task is in front of Compton.
 - The goal is to go live no later than January 2019. We have 8 months.
 - Students enrolled at Compton College and their records will be transferred from ECC. Course records will be transferred in as transcripts. This will only happen for active students. If they are not active, they will have to reapply and request their transcript. Mapping of how the information from Colleague will transfer into Banner still has to be determined.
 - The Banner time line is pretty much on track. It is a very structured implementation with very little or no customization.
- G. Discussions on how the transfer process will be communicated to the students have started. The processes have to be identified and the timeline has to be established. The goal is to make the process as student friendly as possible.
- H. The Compton Curriculum is not quite done. During the spring, *Curriculum Daze* were held. Curriculum and majors have been identified and a list should be ready shortly.
- I. Barb suggested that curriculum goes on hiatus next year. Suggesting no curriculum reviews be conducted. It is noted that this is NOT possible and will put everyone behind.
- J. A new Financial Aid Director who is familiar with Banner was hired.
 - The critical path is developing a PPA. Then get policies put into place.
 - Current curriculum inventory includes old Compton College and ALL of El Camino. There is a lot of curriculum that Compton does not use from old Compton courses & ECC courses that were never used.

Such a huge undertaking in the last year!

4. Suggested Fall Policy Review Days

Dr. Maloney suggested we schedule the next Policy Review days for October 5, 2018 & November 9, 2018. College Council agreed to the dates with a start time of 9:00am.

5. Board Policy/Administrative Procedure Review:

- AP 2725 Board Member Compensation
- AP 2730 Board Member Health Services
- BP/AP 4226 Multiple & Overlapping Enrollments
- AP 7211 Faculty Service Areas, Minimum Qualification & Equivalencies

The above policies are all new to El Camino. They were reviewed by College Council. After meaningful discussion, questions, clarification and edits, College Council decided that it was appropriate for the policies to go before the Board of Trustees, June 18, 2018.

- There was not enough time to discuss BP/AP 2365 – Recording. That policy will be reviewed at the next meeting.

- AP 2431 CEO Selection, needs further review and will go before College Council again.

6. There was not enough time for the Update on AB19 Promise Grant funding. Ross Miyashiro will provide the update at a future meeting.

7. Adjournment All

Future Meeting Dates: 1:30 p.m. in Lib. 202

D. Maloney

Reminder only

- A. Monday, June 18, 2018 (Board Day) *Collegial Consultation Survey*, College Scorecard Review
- B. Monday, July 16, 2018 (Board Day)
- C. Monday, August 20, 2018 (Board Day)

2017/18 College Council Goals

- 1) Conduct an annual evaluation of college-wide progress on Strategic Initiative C.
- 2) Implement the timeline for the development and completion of legally required policies.
- 3) Participate in regular updates regarding El Camino College and Compton College transition planning.
- 4) Provide input and engage in discussion regarding the development of an equity-minded culture at El Camino College.
- 5) Review and share data received as part of the community and college perceptions study, which will inform the development of the next Strategic Plan.
- 6) Review and endorse college-wide plans such as the Guided Pathways Plan, the Integration Plan for BSI/SSSP/SEP, Enrollment Management Plan, and other plans.