El Camino College

College Council Minutes
Monday, July 16, 2018
1:30 – 2:30 p.m. Library 202

Members Present:
Sean Donnell, Rose Mahowald, Debbie Turano, Irene Graff, Dena Maloney, David McPatchell, Ann O'Brien, Virginia Rapp, Brian Fahnestock, Jane Miyashiro, Ross Miyashiro, Bishop

Absent: Chris Halligan, Erika Solorzano, Chinua Taylor-Pearce, Kristie Daniel-DiGregorio, Chris Jeffries

Agenda:

1. Approval of Minutes   Dena Maloney

    Minutes from the June 18, 2018 College Council meeting are approved.

2. Board Agenda Review   Dena Maloney

    PRESENTATIONS:

    Compton College Transition Presentation - Dr. Curry will provide the presentation at the Board meeting. Dr. Maloney gave an overview of the presentation to College Council on behalf of Dr. Curry.

    Slide 2: Monthly transition meetings started about a year ago. The committees have representation from both Compton College and El Camino College. Committees that have been established include Financial Aid, IT, Admission and Records, Academic Affairs, Student Services, Nursing (Nursing will require its own accreditation), Business Services, Police Services and Communications.

    Slide 3: Compton District Recovery Plan/Funding Request was granted last year for $11.3M. Some of the activities that are being done are being funded through this plan. The Fund Proposal does not include funding for the reestablishment of the Personnel commission. That will be re-established at a future date. It does provide for increasing IT staffing, an ERP System, rebranding of the college, IT equipment and maintenance/service contracts and the re-creation of a new Compton College police department. The old police department cannot be re-established. A **new** police department with POST (Police Officers Standards and Training) certification has to be created. The new police department will be under the most current POST standards.

    Slide 4: Dr. Curry worked with the Chancellor's office on the allocation process that provides an FTES protection time period. Typically, there tends to be a decline in FTES due to any transitions. The Hold Harmless period of five years will serve to preserve Compton College's funding during the transition. The major accomplishments over the past six months include the Board approval of the IT department staff and chief of police job descriptions, LACOE assistance in establishing a sub-fund for a recovery budget and the purchase and implementation of Ellucian Banner.

Slide 5: Details on the implementation of Ellucian Banner. This gives one the sense of the detailed level of planning that is associated with the implementation.

Slide 6: CCCD has transitioned to '@compton.edu' email address for administrators and staff. A transition webpage has been established with a countdown to the transition date, information on accreditation and agenda and minutes for the Transition meetings. People Soft from LACOE has been implemented for financial functions. The Transition Planning document has been updated and items cited are being implemented.

Slide 7: Immediate next steps are identified.

Side note: The countdown clock is set for June 7, 2019 at 11:59pm. The reason being that students are still in class on June 7 at El Camino. June 7 also has important historical significance over the years at Compton - Accreditation was awarded to Compton on June 7, 2017, the first commencement as Compton College was June 7, 2018. Very exciting times!

The second presentation is on the California Uniform Public Construction Cost Accounting Act (CUPCCAA), an alternative bidding procedure presented by Brian Fahnestock.

The college typically buys three items - goods and services, professional services, and construction projects. For goods and regular services, the bid limit is $90,000. We are not required to go through the competitive bid process. For professional services (lawyers, doctors, etc.) there is no bid limit. For construction projects, the bid limit is $15,000. In the construction world, it is very easy to get to the $15,000 threshold. Any amount over $15,000 requires going through the competitive bidding process, which is expensive and time consuming. Some vendors chose not to bid because the process takes many steps and a lot of time. Those that do engage in the process tend to be larger companies and charge more. The real benefit of CUPCCAA is that it changes the bid limits.

- Projects Less than $45,000; contract without bidding/proposal process
- Projects Between $45,000 and $175,000; informal bidding procedures from a pre-vetted set of vendors
- Projects Greater than $175,000; Use typical formal bidding procedures

We would be more efficient with our work, get things repaired faster and spend time doing projects and not bidding. This act has been around for 30-40 years and many community colleges, cities and counties have adopted it.

The problems we are trying to solve involve minor maintenance or construction projects that exceeds $15,000. For example, the Children's Center needed three rooftop heat pumps. It cost about $25,000. We advertised it for a month to get detailed specifications and the vendor awarded the bid took six weeks to get the pumps. For almost three months the Children's' Center did not have any heat. Under CUPCCAA, being in Los Angeles, a large market, we could have had someone replace it in a day rather than 8 weeks.

CONSENT AGENDA.

AA - Virginia Rapp and Dr. Maloney reviewed the Consent items for Academic Affairs. There is nothing out of the ordinary.

- 2 Amendments to CCAP agreements between ECC and Centinela Valley Union High School District and Inglewood Unified School Districts for summer school classes.
- A partnership with West Coast University to provide public health nursing services at the El Camino Student Health Center utilizing West Coast University upper division nursing students.
- Second reading and adoption of Board Policy 4226 - Multiple & Overlapping Enrollments.
- Proposed curriculum changes for 2019-20

SS- Ross Miyashiro provided a brief overview of the Consent items for Student Service. The Student Services Consent agenda items are straightforward. It does include the recommendation that the Board accept the results of the 2018 Scorecard that was presented by Irene Graff at the June 18, 2018 College Council meeting and Board or Trustees meeting.

AS- Brian Fahnestock noted the Administrative Services Consent items were self-explanatory.

Measure E - Brian Fahnestock highlighted the following:

- The Change order for the Administrative building is a deducted change order. We have $70,000 left in that project so we are deducting it from the vendor's contract and later closed the contract.
- Change order from AMG is for electrical work that we requested.
- Change order to accommodate and meet current operation requirements and request minor revisions to DSA approved documents for the Administration Building.
- Extension for the DLR group contract for the Student Services building.
- The Debt Issuance policy is important because we are going to sell the next series of Bonds. Brian and Dr. Maloney travelled to San Francisco to meet Moody's and Standard and Poors last Tuesday. When you sell Bonds, you have to meet with the ratings agencies so they can establish a credit rating on the College and the Bonds. One of the new requirements to issue Bonds is that you have a Debt Issuance policy. Getting this policy approved is important because in August we are going to sell those Bonds.

HR

Jane highlighted the following consent agenda items. The rest of the items are standard.

- James Marteney contract. James Marteney is a consultant that we've hired in the past for the online teaching certification. This is a scaled back contract. He will only teach two courses rather than four. The new Distance Ed coordinators will provide a combination course in addition to Marteney's course.
- Joe Darrin is a consultant that we will contract for the next phase, a deeper dive, of *Strengthsfinders* for our management-training workshop.
- Center for Organizational Responsibility and Advancement will provide two extraordinary and profound presenters. Dr. Luke Wood and Dr. Frank Harris. They will provide workshops and keynote speaking for Professional Development day.

- Updated job description for Publications Supervisor. This job description hasn't been revised for 10 years and needed updating given new technology.

Dr. Maloney gave a quick overview of the P/B Consent items. Many of these are routine agreements for training through the Community Advancement division. There are also a couple of contracts for marketing and public relations, the President's travel for the coming year and Board policies for second reading and approval.

ACTION ITEMS

Academic Affairs

- There is a large agreement with LA County and the paramedic-training program. We collaborate with the County to offer this program. We split the revenues because their personnel do most of the training. We get 40% of the FTES and they get 60%. We will have to speak to them about the new funding formula and how that will work in the future.

Administrative Services

- We have a 5 year construction program plan. This plan is developed every year and submitted to the Chancellor's Office. The projects that will be under construction or in development during the next five years are available to review.
- We have the final project proposal for the Music center replacement. This project is going to be estimated at $43M and it qualifies and scores very well for state fund matching to our local Bond. We are submitting a final project proposal in hopes that we will get on the list to be funded at $20M or so. We will know the results sometime next year.
- Next is the Resolution to issue the Bonds with appropriate attachments. We are asking the Board to pass the resolution. It is a required part of the process in order for us to issue $50M worth of Bonds in August.
- There is a change order for Tilden Coil for the Pool and Classroom Building project that will be funded out of fund 41 rather than Measure E. The sand that was initially installed for the volleyball courts was creating dust and not ideal for the players. More research indicated that the sand needed to be reevaluated and replaced. This was done at the cost of $225,000 coming out of the Capital Outlay fund 41. Some of the old sand was sold back and some will be used for the Pool building. 12 inches of sand was removed and a much better quality of sand was installed.
- Finally, there is the proposed service contract with Compass Energy Solutions. This is something we brought forward last month to evaluate the opportunities for energy management, saving solutions and work with the company to identify those.

Measure E

- An outdoor parking structure to park and charge electric carts was added to the East side of the Student Services building at the cost of $330,000.
- AMG Lot E & Lot F are submitting a Notice of Completion for the job.
- Administrative building demolition is completed.

President/Board

- There is the ETP contract with Custom Corporate Communications to utilize our contract to provide training.
- Lease agreement for new copiers and equipment in the copy center through an existing arrangement with Xerox.

INFORMATION ITEMS

- FTES Goals to Actual Report, which reflects our analysis of the new funding formula. It is determined that it would be in our best interest to borrow the maximum FTES from summer this year to leverage the "hold harmless" for the next three years.
- Notice of a hearing for the Police officers negotiations from the District's side for next month
- Finally, the AB288 -Dual Enrollment agreement updates and some Board policies.

That concludes the Board Agenda review if there are no further questions.

3. Policy Review   All
    We have four APs ready for review. APs 4237 and 4235 went through Academic Senate and Dean's Council. AP 2100 is new. AP 6750 is an update of what was previously presented to College Council.
    a. AP 6750 - Parking (AS)
    b. AP 2110 - Vacancies on the Board (P/B)
    c. AP 4237 - Credit for Military Service (AA)
    d. AP 4235 - Credit By Examination (AA)
    After meaningful discussion, questions, clarification and edits, College Council decided that it was appropriate for APs to go before the Board of Trustees, August 20, 2018

4. Strategic Initiative C report   Irene Graff   (attachment)

    One of our goals last year for College Council was to get a progress report on Strategic Initiative C. This living document is an attempt to provide that information. Your feedback is appreciated. After three years, these results serve as a mid-term report for our progress. Communication and collaboration on campus are the objectives. We added 5 objectives four years ago.

- Development of an employee recognition plan.   This is still in the works and spearheaded by VP, Jane Miyashiro. A list of events is listed on page 2 with a correction - New Tenured Faculty is in the Spring. Faculty **introductions** are in the fall.
- Conduct an annual review of making decisions and all of the best practices noted there – 5 out of 6 committees participated. The Calendar committee meets so rarely and has such a narrow focus that it does not really make sense that they go through that whole process. A Comprehensive Governance review is slated for this fall.
- Strengthened collaboration campus wide – Any example that the Council members would like to share are welcomed and encouraged. Please bring them forward. (i.e. Branding/Bridging Study Task Force, Warrior Pantry, Flow Water, Metro Pass). We would like the list to be as comprehensive as possible. The current list of examples is on page 3.

- Improve publication of broad input. Good progress has been made in this area. We developed a comprehensive Master Plan where we acknowledge all the participants in the entire process. This was a major endeavor. We have the Planning Summit where we produce a report every year. This means information is being disseminated - Town Hall meetings, Open forums such as Brian's ADA open forum, food service selection etc.
- This initiative was added to the purpose statement of each collegial consultation meeting. It is on their website or on the agenda at every meeting for all six collegial consultation committees.

5. College Council Evaluation report. Nine responses were received. This is typical. Irene provided an overview of the results. (The Evaluation is attached)
   - A few observations:
     - Question 2 Item E – dispensing campus-wide decisions to constituents still needs improvement. A systemization process should be developed.
     - Question 2 Item F - An orientation is available as a handout and on the College Council website but perhaps, when we have a new member, we can be more proactive and host a quick in-meeting orientation.
     - Question 6 – Meeting goals – We did very well. Goal #4 was the only goal that had ambivalent responses. Perhaps more engaged discussions on an equity–minded culture needs to be flagged for dedicated discussion in the future.
   - During the Governance review plan, items from the self-evaluation that will be addressed are
     - Strengthening the process of fulfilling the committee's purpose statement and actualizing the Strategic Initiative C.
     - Providing a broader base of communication, marketing and advertising.

Questions: Is the student population at large aware of College Council or other collegial consultation committees? It seems like it is only known by ASO officers.

This is a good question. The answer may be, who has that responsibility? It might be through ASO communications to disseminate major things being discussed in committee. College Council relies on the student representatives to share the information with their constituents. Every member of College Council represents a stakeholder group at the college. Maybe there is more that can be done. This is an important committee. It is really focused on college-wide initiatives and gives an opportunity to provide input on things that matter. We should look at that next year – especially when we do our Governance review. We are starting a bigger project in looking at how well does our governance work for the college. Students are an important stakeholder group in that. We could probably form some questions on the survey that deals with that.

Adjournment   All

El Camino Community College District
Board of Trustees Meeting

Compton College Transition

Monday, July 16, 2018

Compton College Transition

- Worked with the Superintendent/President of El Camino College, and identified members for the ECC/Compton Transition Team. The Vice President of Compton College is coordinating the Compton College transition activities.

- Established subcommittees: Financial Aid, Information Technology, Admissions and Records, Academic Affairs, Student Services, Nursing, Business Services, Police Services, and Communications.

- Established monthly meetings with ECC/Compton Transition Subcommittee Co-Chairs.

- Implementation of the [Compton District Recovery Plan/Funding Request](#) in the amount of $11.3 million.

Compton Community College District Recovery Plan/Budget

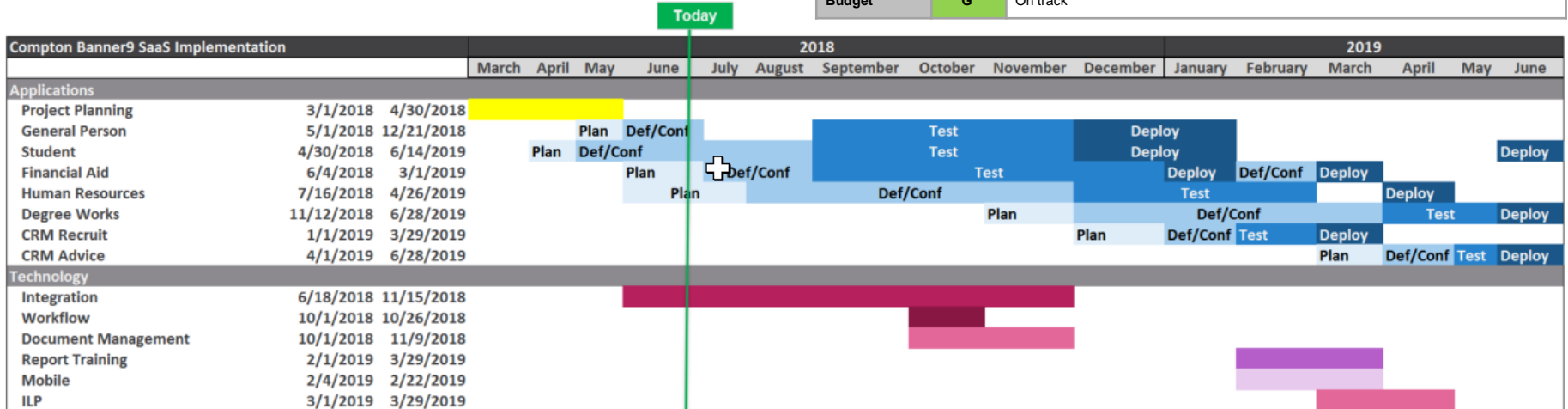| FCMAT'S Revision to Compton Funding Proposal	Cost
Re-establish the Personnel Commission	$0
Increase Compton Staffing for IT	$3,402,425
ERP System, Total	$4,100,000
Enrollment Outreach: Rebranding	$800,000
Information Technology Equipment	$1,000,000
Information Technology Maintenance/Services Contracts	$1,000,000
Re-create Police Department	$1,000,000
Total	**$11,302,425**

Compton College Transition

- Worked with the California Community Colleges Chancellors Office on the allocation process for the Compton Community College District (CCCD) Recovery Budget. (October/November 2017)

- CCCD Board of Trustees approved several new Informational Technology Services Department staff job descriptions. (October 2017)

- CCCD Board of Trustees approved the chief of police job description. (November 2017)

- Worked with Los Angeles County Office of Education to establish a separate sub-fund for the CCCD Recovery Budget. (November 2017)

- Purchase the Elluican Banner Enterprise Resource Planning (ERP) System for Compton College. (March 2018)

JUNE 2018 ELLUCIAN BANNER IMPLEMENTATION UPDATE

Project Scope and Objectives

- Compton College to be a stand-alone accredited college and split from El Camino
- Student ERP system able to process Financial Aid ICERS under NEW Compton College ID
- SaaS based solution with minimal IT staffing
- California Reporting functionality
- Prescriptive Implementation Strategy

Category	Status	Comments
Overall	Y	Currently Overall schedule and budget still on track for January Financial Aid ISER processing
Schedule	Y	Integration Planning -Initial risk added for CCCApply SaaS complaint Integration - mitigating internally
Scope	Y	Data Migration -Old Compton Colleague Data migration to Banner SaaS -reviewing initial scope and strategy. Data Migration Extractions -identifying El Camino resource demand and options, currently identifying the "What" for data migration and mitigating the "How"
Budget	G	On track

Today

Compton Banner9 SaaS Implementation

2018 / 2019

March April May June July August September October November December January February March April May June

Applications

Task	Start	End
Project Planning	3/1/2018	4/30/2018
General Person	5/1/2018	12/21/2018
Student	4/30/2018	6/14/2019
Financial Aid	6/4/2018	3/1/2019
Human Resources	7/16/2018	4/26/2019
Degree Works	11/12/2018	6/28/2019
CRM Recruit	1/1/2019	3/29/2019
CRM Advice	4/1/2019	6/28/2019

Technology

Task	Start	End
Integration	6/18/2018	11/15/2018
Workflow	10/1/2018	10/26/2018
Document Management	10/1/2018	11/9/2018
Report Training	2/1/2019	3/29/2019
Mobile	2/4/2019	2/22/2019
ILP	3/1/2019	3/29/2019

Key Activities Completed

- Project Planning (mpp) and CCE site
- Banner GP01-Common Components, ST02-Catalog, and FA Plan Phase and Initial Define/Configure Onsite sessions complete
- Banner GP01 Configuration -80% complete ST02 Configuration -started
- Integration Initial application list created and planning started

Key Activities Upcoming

- Continued project plan updates
- Data Migrations GP, ST Mapping sessions from El Camino Colleague
- Banner ST03 General Student & Registration - Define/Configure
- Banner HR Needs Analysis
- Continue Integration Functional Designs

Risk Description	Priority	Date Submitted	Impacts	Risk Response	Anticipated Resolution Date
ST Compton College Curriculum Finalized	M	4/20/2019	All open issues identified by the special committee for re-accreditation must be resolved before the PPA# assignment (critical identification number used to identify Compton College on the FASA)	Further discussion	7/13/2018
Determining if Summer 2019 students can be awarded financial aid under EL Camino or a consortium agreement with El Camino serving as the HOME school for the administration of Title IV funds or if other types of aid will be offered to entering Compton students.	H	6/19/2018	Current conversations predict this should be problem and Summer 2019 will be a Trailer	Further discussion	TBD

July 16, 2018 Board of Trustees Meeting

Compton College Transition

- Compton College has transitioned administrators and staff to @compton.edu email addresses. (April/May 2018)

- Established a [Compton College Transition](#) webpage. (June 2018)

- Implementation of the Los Angeles County Office of Education (LACOE) PeopleSoft system for budget, requisitions, purchasing, and accounts payable. (July 2018)

- Updated the [Accreditation and the Process Forward - Transition Planning Document](#) . (July 2018)

- ECC/Compton College Transition Committee is working on implementing items cited in our [Partnership Transition Plan](#).

Compton College Transition

- Next Steps

  - Ask students to submit a release form allowing El Camino College to transfer educational, student and financial aid records to the Admissions and Records Office at Compton College for the 2018-2019 year. (July 2018 through September 2018)

  - Complete the hiring of the chief of police for the new CCCD Police Department. (September 2018)

  - Request CCCD Board of Trustees approval on the job descriptions and salary recommendations for the CCCD Police Department positions. (August 2018)

  - Complete the implementation of the the Compton College curriculum for summer 2019. (September 2018)

  - Select Vendor for Bookstore services. (August 2018)

QUESTIONS?

Keith Curry, Ed.D.
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El Camino College Strategic Plan 2019-20
Evaluation of Strategic Initiative C
July 2018

El Camino College's current strategic plan (Board Policy 1200), adopted in December 2014, applies to the five-year period of 2015-16 through 2019-20. This report provides a "mid-term" evaluation of the College's progress on Strategic Initiative C after three years under the current plan.

Strategic Initiative C - <u>COLLABORATION</u>

Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Objectives

For Strategic Initiative C (Collaboration), five key objectives were planned for implementation.

1. Develop, promote, and implement an employee recognition plan.

2. Conduct annual review of the *Making Decisions at El Camino College* document, which includes member orientation, purpose review, planning, goal setting, and self-evaluation for all consultation committees.

3. Strengthen collaboration among programs, across disciplines and college areas.

4. Improve publication of the broad input on college processes.

5. Add this initiative to the purpose statement of each collegial consultation committee.

Progress on Objectives

1. Develop, promote, and implement an employee recognition plan.

Progress:	25%	

While a campus-wide employee recognition plan has not yet been developed, the College has continued or initiated a variety of activities related to employee appreciation and recognition. These include:

- **Classified Service Awards** – a public celebration recognizing classified personnel and years of service to the District.

- **Faculty Service Awards** – faculty are presented with a letter from the President during their division meeting on Professional Development (PD) Day recognizing years of service to the District.

- **Distinguished Faculty Award** – faculty members are nominated by their peers for outstanding teaching; faculty receive a plaque, cash award, medallion, and participate in the Platform Party at Commencement.

- **Distinguished Staff Award** – staff members are nominated by their peers for outstanding service to the College and its students; staff receive a plaque, cash award, medallion, and participate in the Platform Party at Commencement.

- **New Tenured Faculty Fall Introductions** – a public celebration at Fall PD Day of all full-time faculty who achieve tenure in the Fall. Faculty receive a gift from the President.

- **New Tenured Faculty Spring Reception** – a public celebration at Spring PD Day of all full-time faculty who achieve tenure in the Spring. Faculty receive a gift from the President.

- **Applause Cards** – an opportunity for the campus community to recognize and express appreciation for employees who extend "that extra effort" in making the campus an outstanding place to work and learn. The current recognition process is paper based with inconsistent distribution across campus. Human Resources, in consultation with College Council, will be brainstorming and revamping the current process for rollout in the coming year.

The Vice President of Human Resources has been charged with developing an employee recognition plan in the coming year that encompasses and acknowledges all employee classifications (faculty, staff, and management).

2. Conduct annual review of the Making Decisions at El Camino College document, which includes member orientation, purpose review, planning, goal-setting, and self-evaluation for all consultation committees.

Progress:	50%	

The first annual review of *Making Decisions at El Camino College* was completed in 2016-17, spanning the first two years of the strategic plan.[1] The review found that five out of six consultation committees reviewed their purpose statement, conducted an orientation, set · goals for the year, reviewed *Making Decisions*, and conducted an evaluation. The one exception, Calendar Committee, meets very infrequently, and so much of these guidelines are not applicable. All committees adopted a purpose statement. A follow-up review is currently underway. In addition, College Council reviewed and revised *Making Decisions* in 2016-17; it is accessible from multiple locations on the College website.

In fall 2018, the College will undertake a comprehensive review of its governance and decision-making process as a best practice for institutional process improvement. This review will

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[1] Collegial Consultation Chair Report 2015-17

heavily involve collegial consultation committees, particularly College Council which will guide the project.

3. *Strengthen collaboration among programs, across disciplines and college areas.*

Progress:	50%	

As we entered the period of the new strategic plan, the College had some long-standing practices that fostered cross-campus collaboration, including Council of Deans and Directors, Enrollment Management Committee, and Student Success Advisory Committee. However, some program and educational planning continued in a more siloed fashion and/or without alignment with college-wide goals. More recently, collaborative efforts have increased, including:

- Seeds of Change Initiative & Retreat (2016) – Academic Affairs & Student Services
- ECC Technology Committee (2016) – membership revised to ensure full representation by major areas of campus affected by technology
- Development of the Integrated Plan (2017) – Academic Affairs & Student Services
- Development of the Guided Pathways Plan (2017-18) – Cross-Area design team
- Comprehensive Master Plan development (2016-17) – All areas of campus
- PRIDE Program (2016 and forward) – professional development program for faculty, staff and managers
- Equal Employment Opportunity (EEO) Plan Subcommittees that focused on recruitment, speakers & workshops, search committee trainings, job announcements, measures of underrepresentation and Campus Climate survey, all with the aim to promote and measure diversity, inclusion, and cultural competence and awareness on our campus (2017-18) – campuswide representation
- Managers Professional Development Committee – campuswide representation

The college will measure this objective by the number of initiatives, projects, and other steps taken since the start of the strategic plan. The intention is to continue to improve communication, cooperation and collaboration across VP areas, divisions, departments and employee classifications to ensure effectiveness, efficiency and a focus on improvement.

4. *Improve publication of the broad input on college processes.*

Progress:	75%	

Publication of participatory input on college processes improved in several ways. In 2015-16, the College adopted a standardized webpage design for all collegial consultation committees and unified their pages under a Campus Committees page. Major planning processes and events acknowledge the participation of representatives from across the College (e.g.,

Comprehensive Master Plan acknowledgements page, pp. XIV-XV) In addition, an outcomes report is published each year following the spring Planning Summit that summarizes participant input and acknowledges participants by name. Most committee minutes on campus provide sufficient detail to confirm broad participation in decision-making. The College has also increased the number of ways it gathers feedback and shares progress and changes by hosting "town halls" and open forums to share information and gather feedback. The College hosted its first Town Hall meeting in Spring 2018 and will continue this bi-annual practice in the future. Open Forums have been scheduled to gather feedback on major campus initiatives (e.g., ADA compliance, Spring 2018). Finally, Student Services hosted a series of all-staff planning meetings to focus strategically on areas of strength and improvement in support of student success.

To assess satisfactory progress on this objective, the College will review longitudinal results of employee surveys including Campus Climate and Collegial Consultation/Planning Process evaluations. Results from these will be reported in the final evaluation of this initiative

5. Add this initiative to the purpose statement of each collegial consultation committee.

Progress:	100%

Since at least 2016-17, all six collegial consultation committees have added this initiative to their purpose statements, posting on either public agendas or committee webpages. The table below shows SI-C method of publication as of spring 2017.

Committee	Webpage	Agenda
Academic Senate	Yes	Yes
Calendar	Yes	
College Council	Yes	Yes
ECC Technology		Yes
Facilities Steering	Yes	Yes
Planning & Budgeting	Yes	Yes

Conclusion

Overall, the College has made conscientious efforts and taken major steps over the past three years to advance an effective and respectful process of collaboration and collegial consultation that informs and strengthens decision-making. Progress on all objectives averages about 60% overall, but all show activities underway so that 100% achievement is within reach by the end of the plan.

College Council Self-Evaluation 2017-18

Q1 - 1. I have the opportunity to:

Field	Yes	Mostly	No	Not Sure or N/A
a Participate in a process to review the committee's purpose.	8	-	-	-
b. Review the Making Decisions at El Camino College document during a committee meeting.	7	-	2	-
c. Participate in goal-setting for the committee.	8	-	1	-
d. Review progress on the committee's annual goals.	8	1	-	-

Q2 - 2. Overall, I:

Field	Yes	Mostly	No	Not Sure or N/A
a. Have a good understanding of the committee's purpose and responsibilities.	9	-	-	-
b. Have a good understanding of my role on the committee.	7	1	-	1
c. Received a copy of meeting agendas sufficiently in advance to review (and consult, where applicable).	9	-	-	-
d. Received supporting materials in advance to review (and consult, where applicable).	8	-	-	1
e. Have a regular practice of communicating with constituents whom I represent.	4	1	1	3
f. Received an orientation to this committee when I began my term of membership (e.g., meeting or correspondence with committee chair or other member).	5	-	2	2

Q4 - 4. To what degree did this committee fulfill its purpose:
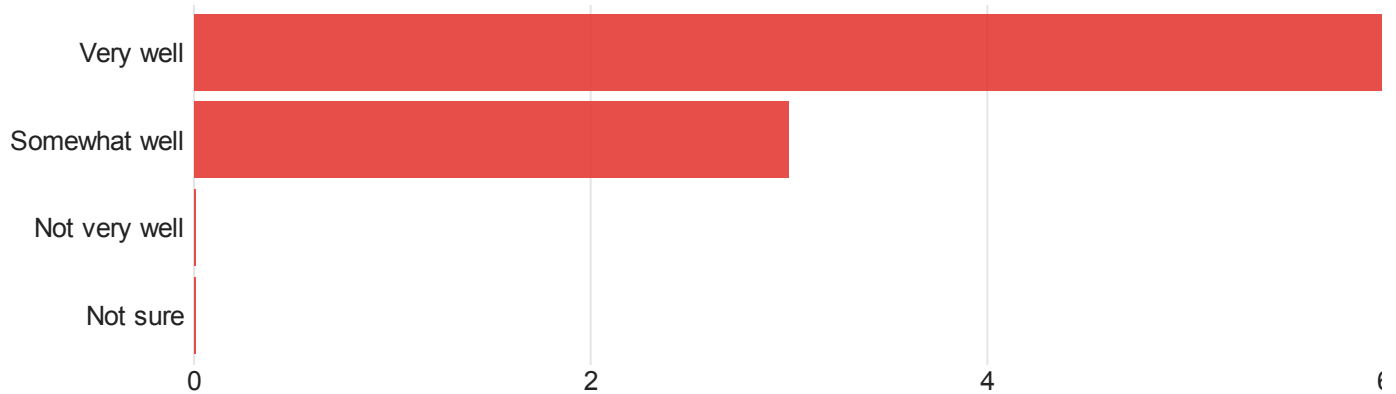
Q5 - 5. If you marked somewhat or not very well for the committee purpose, please your concerns, being as specific as possible.

5. If you marked somewhat or not very well for the committee purpose, please your concerns, being as specific as possible.

We need to determine how to communicate to constituents and who takes those actions.

To obtain a collective opinion of committee effectiveness a broader base of communication, marketing and advertising is needed. The decision making process can be further outlined for faculty, students, community residents at large by executing the following: Publishing policies that impact students in Union/ Warrior Life publications. Invite or solicit feedback/ suggestions from campus community and students by posting a suggestion link on the College Council website Advertise College Council website on ECC home page to create a greater following.

Certain members do not attend the meetings, so it is hard to tell if the information from the committee is transmitted to the committee members constituents.

Q6 - 6. How well did the committee accomplish the following:

| Field	Completed	Mostly Completed	Partially Completed	Not Started	Not Sure
Goal #1-Conduct annual evaluation of college-wide progress on Strategic Initiative C.	6	2	-	-	-
Goal #2-Implement the timeline for the development and completion of legally required policies.	5	2	-	-	1
Goal #3-Participate in regular updates regarding El Camino College and Compton College transition planning.	7	-	-	-	1
Goal #4-Provide input and engage in discussion regarding the development of an equity-minded culture at El Camino College.	3	3	1	1	-
Goal #5-Review and share data received as part of the community and college perceptions study (Bridging Study), which will inform the development of the next Strategic Plan.	8	-	-	-	-
Goal #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.	8	-	-	-	-

Q7 - 7. Comments on goals.

7. Comments on goals.

Goal #4 may have been addressed prior to my participation in College Council.

We spent a lot of time with board policies but I'm not sure if we established a specific timeline to hold ourselves accountable.

Q8 - 8. To what degree does this committee fulfill the following?
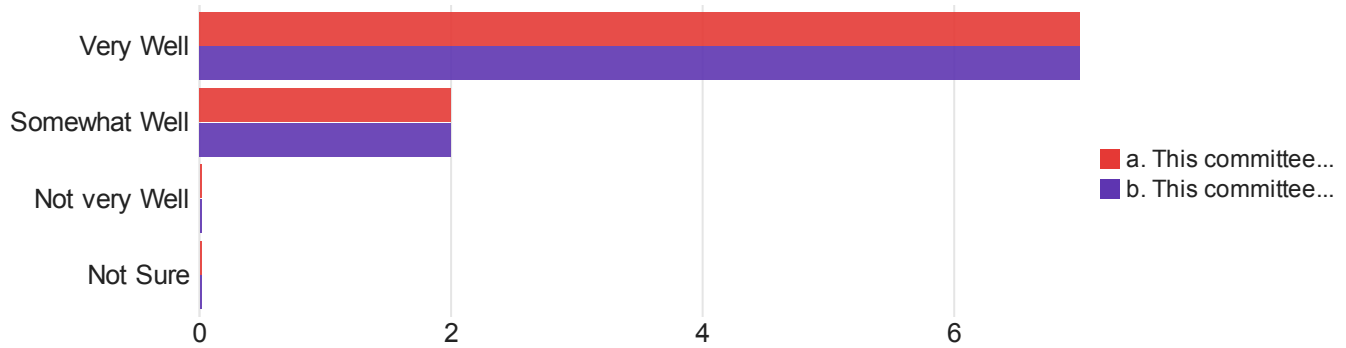
| Field	Very Well	Somewhat Well	Not very Well	Not Sure
a. This committee's purpose statement incorporates the spirit of Strategic Initiative C.	7	2	-	-
b. This committee actualizes Strategic Initiative C.	7	2	-	-

Q9 - 9. If you marked somewhat or not very well to question #8, please share your concerns, being specific as possible.

9. If you marked somewhat or not very well to question #8, please share your concerns, being specific as possible.

The process itself needs to be strengthened.

Q10 - 10. In terms of how well it 1) fulfills its purpose, 2) functions effectively, and 3) works actively toward its goals, what grade would you assign this committee?
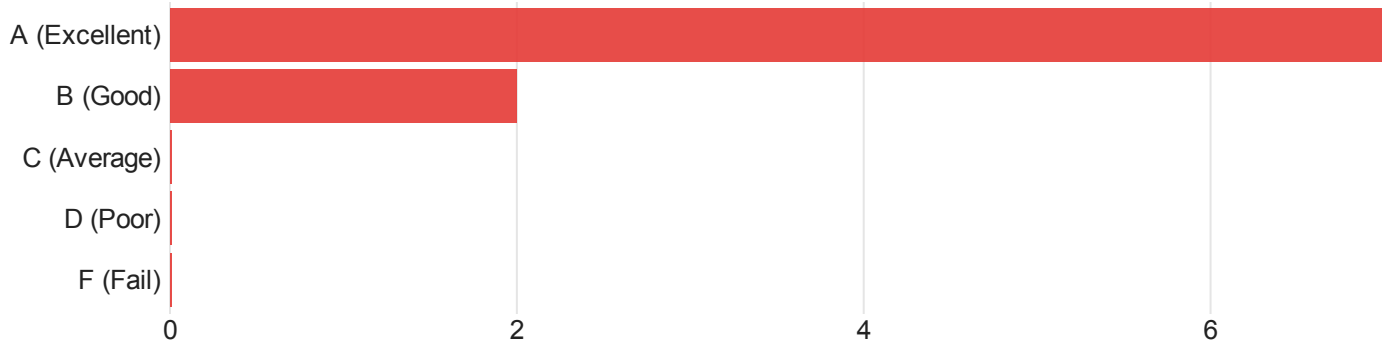
Field	Mean	Responses	Max	Min
10. In terms of how well it 1) fulfills its purpose, 2) functions effectively, and 3) works actively toward its goals, what grade would you assign this committee?	3.78	9	4.00	3.00

Field	Count
A (Excellent)	7
B (Good)	2
C (Average)	-
D (Poor)	-
F (Fail)	-

Q12 - 12. Your length of time as a member:

Count

Q13 - 13. Your role on this committee:

Count