

**El Camino College  
College Council Minutes  
Monday, March 5, 2018  
1:30 – 2:30 p.m.  
Library 202**

**Members Present:**

Kristie Daniel-DiGregorio, Brian Fahnestock, Irene Graff, Chris Jeffries, Rose Mahowald, Jane Miyashiro, Ross Miyashiro, Jean Shankweiler, Erika Solorzano, Debbie Turano, Ann O'Brien, David McPatchell, Substitute for Tiffany Ushijima. Dr. Maloney was absent due to a statewide meeting.

**Minutes:**

1. Approval of Minutes from February 26, 2018

Ann O'Brien will NOT be able to attend the Board Policy Review day Friday 3/9 as indicated in the minutes. Minutes approved.

2. Presentation of the Guided Pathways Plan

Jean gave the presentation. Cesar was at a conference.

The process to participate in Guided Pathways with the Chancellor's Office is divided into 3 parts – Inquiry, Design and Implementation.

- The President, Vice Presidents and other members of the team attended an IEPI meeting to go over the Guided Pathways concept and process.
- The Self-assessment survey of 14 elements was submitted in December, to gauge where the college is in the process.
- A work plan to make progress on the 14 elements needs to be submitted by March 30.
- Allocation of payments are triggered upon submission of the College Work Plan. Updates will be required annually.

Jean continued with a review of the work plan elements, timeline and budget.

- Guided Pathways is 5-year plan. The current work plan to be submitted covers the time period Spring 2018 through Spring 2019.
- \$2.1M of funding is guaranteed over 5 years.
- This is a planning year for ECC.
- The plan identifies the need for a coordinator to lead the group into the action plan phase next year.
- College Council's input would be appreciated.
  - Bullet points to Guided Pathways are adequate.
  - BRING BACK Guided Pathways discussion to next meeting scheduled for March 26, 2018.
  - The College can decide which elements of Guided Pathways we wish to implement in our Work Plan.
  - Input on how to streamline processes would be valuable.
  - *LaunchBoard* will autofill the Key Performance indicators into the matrix.

### 3. Bridging Study Survey and Focus Groups Update

Ann O'Brien provided an update on the Bridging Study Survey

- 52 Bridging Study surveys are completed. The goal is to have 100 completed.
- The survey is targeting the district community NOT the campus community.
- Kelli Horst from Clarus Corp. will be here to lead focus groups on campus to learn about El Camino for marketing and messaging purposes.
- The goal is to have Kelli return to campus April 16 to give her findings and suggestions for messaging and marketing.

### 4. PRT Visit #1 Schedule

Ross Miyashiro gave an overview of the first IEPI visit scheduled for Tuesday, March 6 all day.

- You would have already been notified if you are participating – Strategic Planning Committee, Outreach & Marketing, ITS, Counsel of Deans, Enrollment Management Committee and student retention programs (BSI, Guided Pathways, Student Success Advisory Committee and Student Equity) have been invited to participate. Groups are to meet in Library 202 at their appointed times.
- A six-person team will conduct the visit. Bill Scroggins, CEO of Mt. SAC will be leading the team; which include Executive Director, Strategic Communications & Marketing, from Pasadena City College; English Professor from Cuyamaca College; Counselor from West Los Angeles College; Dean of Academic Affairs from Allan Hancock College; Outreach & Retention Specialist from Alameda College and Alternate Media Specialist from Pasadena College.
- The focus of the review is strategic enrollment management. By 2020 we hope to have developed and implemented best practices to optimize student intake and retention success.
- IEPI will provide up to \$200,000 to implement the recommended enrollment strategy.

### 5. Link to the Board Policies for Friday's Meeting and Final Discussion regarding the plan.

- Rose Mahowald walked through accessing the Board Policies Area on MyECC.
- The logistics of Policy Review day were reiterated. The council will divide into small groups to review assigned policies.
- Chris Jeffries suggested that we try to book the study rooms for the small groups. Rose will look into it.

### 6. Adjournment

All

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

Maloney

Reminder only

- a. **Friday, March 9, 2018 (Policy Review 8:00 am – 4:00 pm)**
- b. **Monday, March 26, 2018 (Board Day)**
- c. Monday, April 2, 2018
- d. **Friday, April 6, 2018 (Policy Review 10:00 am – 4:00 pm)**
- e. **Friday, April 13, 2018 (Policy Review 8:00 am – 4:00 pm)**
- f. Monday, April 16, 2018 (Board Day)
- g. Monday, May 7, 2018
- h. Monday, May 21, 2018 (Board Day)
- i. Monday, June 4, 2018
- j. Monday, June 18, 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.