



El Camino College

College Council Minutes
Monday, September 16, 2019
1:30 – 2:30 p.m. Library 202

Attendance

Kenny Galan, Edith Gutierrez, Kelsey Iino, Urwa Kainat, Cindy Lopez, Rose Mahowald, Dena Maloney, Darcie McClelland

Support/Alternates

Iris Ingram, Jane Miyashiro, Ross Miyashiro, Ann O'Brien, Jean Shankweiler

Guests

Andy Nasatir, Assistant Director, Bookstore and Chair, and Co-Chair, Food Services Committee

Julie Bourlier, Director, Bookstore and Co-Chair, Food Services Committee

Omar Rashad, Managing Editor, *The Union*

Patrick Ezewiro, Staff Writer, *The Union*

Jaime Solis, Staff Photographer, *The Union*

Agenda

1. Welcome/Approval of Minutes

Dr. Maloney opened the meeting and welcomed members of College Council. Everyone introduced themselves.

After review, the minutes from the September 3, 2019 meeting were approved.

2. Food Services Committee Update - Lunch Trailer and Manhattan

Andy Nasatir provided the following updates:

The purchase of the lunch trailer fell through. The trailer offered at half price was not configurable to LA County health standards. A trailer that meets the required standards is twice the price. That price would deplete the entire funding provided by the commissions from food services. This project is officially on hold. The College will still have the ability to explore this option, if desired. The priority is to provide coffee service to the south side of campus. Pacific Dining is working on a solution – possibly a truck or coffee carts serving high-end coffee.

The coffee shop formerly known as *The Manhattan* is scheduled to break ground for the remodel in 2020 and scheduled to open in 2021. The timeline is dependent on the DSA approval process. The naming of the coffee shop will be addressed by the Food Services committee and presented to College Council for approval. Retaining the name *The Manhattan* may be one of the options.

It was confirmed that the Food Services committee has student representation.

Food Services now has a landing page on the ECC website, thanks to Marketing and Communications. The weekly specials of each food venue will be posted on the web page. Students will be notified about

the web page through their El Camino email addresses. Perhaps those attending the meeting from *The Union* can help spread the word.

Topics of Discussion:

Will food options for the south end of campus be considered with the coffee shop venue? The intent is to offer grab and go food. The details will be determined when Pacific Dining has made its recommendation.

Is a food truck, similar to LA Mobile, an option for the south end of campus? That is always an option but the priority was to address the request for gourmet coffee. Pricing and options from Pacific Dining will determine what can be offered. Pacific Dining has the first right of refusal. Other options can be explored from there.

The exact location of the venue is still to be determined.

3. Policies and Procedures Review

a. [AP 7160](#) - Professional Development

Darcie McClelland and Jean Shankweiler provided background information on the proposed changes to AP 7160 - specifically the topic of the Professional Development Advisory committee and professional development for managers.

It was confirmed that Classified staff was represented in the current advisory committee during review of this procedure. Current members of the Professional Development Advisory committee can be confirmed by Lisa Medick, Supervisor of Professional Development & Learning Department.

It was noted that important changes to the procedure were made to align with requirements from the Chancellor's office.

Formatting and continuity issues will be corrected.

College Council approved AP 7160. This procedure will be placed on the next Board agenda as an information item.

b. [AP 4240](#) - Academic Renewal

Jean Shankweiler and Kelsey Iino provided background information on the proposed changes to AP 4240.

Clarification that the courses of substandard work are legally required to remain on official transcripts but the grade can be disregarded in the determination of the GPA, was provided.

It is noted that law schools and private institutions do not recognize Academic Renewal.

College Council approved AP 4240. This procedure will move forward to the Board of Trustees.

4. College Council Goals

Dr. Maloney presented suggested [2019-20 goals](#) to College Council for discussion.

An evaluation of last year's goal achievements will be distributed from IRP.

Dr. Maloney will send a link out to the current [Making Decisions Guide](#) that will be redesigned in alignment with suggested goal #2

Topics of Discussion:

At the previous meeting, College Organizational Structures to support Guided Pathways was a possible goal. It seems to be excluded. This initiative would be covered in Goal #5 and can be listed specifically. However, the broad language currently used, allows initiatives to be agendized as necessary.

Clarification on the role of College Council with regards to the budget was discussed. PBC is the committee that makes the budget recommendation to the Superintendent/President. However, College Council receives a presentation on the budget.

There were no further comments or suggestions on the 2019-20 College Council Goals

College Council approved the recommended goals for 2019-20.

5. EOPS 50th Anniversary

Edith Gutierrez provided an inspired [presentation of the EOPS program](#) in celebrating the program's 50th anniversary. A [handout on EOPS eligibility](#) and a [handout on EOPS' legacy](#) were distributed.

6. Closing remarks and Adjournment

- Next meeting will include an orientation to College Council, which is one of our current goals.
- Dr. Jeremy Smotherman will present the Withdrawal Survey from Fall 2018.
- We will start the conversation on the *Making Decisions Guide*. A workgroup will be formed on this effort. A solicitation for volunteers will take place at the next meeting.
- Enrollment Management Plan presentation is scheduled

Meeting is adjourned.

2018-19 College Council Goals

1. Lead the ECC Governance Evaluation Project and develop recommendations to improve governance processes at ECC.
2. Complete/continue development of legally required policies. Review strategies and tools to improve accessibility of BP/APs and select/implement solution.
3. Support Compton Transition Planning process to conclude partnership by June 7, 2019.
4. Consult collegially to help develop a Strategic Plan, ensuring alignment with the Chancellor's Office *Strategic Vision for Success* and findings from the Climate Survey.
5. Consult collegially to discuss and recommend the topics for the Quality Focused Essay by February 1, 2019.
6. Monitor progress on overarching initiatives, including but not limited to, Guided Pathways, Strong Workforce, and AB705 implementation.

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

D. Maloney

Reminder only

Fall College Council Meetings

- a. Monday, October 7, 2019
- b. Monday, October 21, 2019 (Board Day)
- c. Monday, November 4, 2019
- d. Monday, November 18, 2019 (Board Day)
- e. Monday, December 2, 2019
- f. Monday, December 16, 2019 (Board Day)