El Camino College

College Council Minutes
Monday, October 21, 2019
1:30 – 2:30 p.m. Library 202

Attendance
Cindy Lopez, Rose Mahowald, Dena Maloney, Darcie McClelland, Urwa Kainat,

Absent
Edith Gutierrez, Kenny Galan, Kelsey Iino

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

Guests
Jorge Gutierrez, Executive Director Facilities Planning, Operations and Construction

Minutes

1. Welcome/Approval of Minutes
   Dena Maloney opened the meeting and welcomed members of College Council.

   After review, the minutes from the October 7, 2019 meeting were approved.

2. Board Review
   A comprehensive overview of the October 21, 2019 Board agenda; was provided including the Presentation, Public Hearing, Consent Calendar items, Action items, Future Action/General Information items and Policies and Procedures.

   The Vice Presidents highlighted items of particular interest from their areas and answered any questions.

   > Dr. Jean Shankweiler - Academic Affairs
   > Ross Miyashiro - Student Services
   > Iris Ingram – Administrative Services and Measure E
   > Jane Miyashiro - Human Resources

   Dr. Maloney provided overviews of Community Advancement and Board/President Consent agenda items and Action Items.

   There were no questions or comments on the Board agenda

3. Making Decisions Guide -
   There is nothing to update at this time. The first meeting of the work group is scheduled for Tuesday, October 29 at 1:00pm.

4. Landscape Plan for plaza between the Administration Building & Library

Jorge Gutierrez presented an update and [presentation on the Gymnasium and Administration](#) projects including details on the [landscape plan](#) for the plaza between the library and the new Administration building.

The Gymnasium is scheduled to be completed and ready for occupation on November 1. The fire alarm and elevator systems are almost operational. They are the final items that need to be completed prior to occupation.

The anticipated completion of the Administration building is spring of 2020. For the area between the library and the new building, the plan is to create a plaza with trees, seating and a variety of vegetation. The selected plants are draught tolerant or draught resistant to minimize water consumption and maintenance. New grounds keeping staff is in place to maintain campus landscaping.

The college is transitioning from rolling lawns to plazas due to sustainability and maintenance. The plan for the Administration Building plaza is a good mix of the two concepts.

5. Student Equity and Achievement
   Ross delivered a [presentation on Student Equity and Achievement](#) (SEA) which included the definition of equity, the breakdown of the El Camino College students by ethnicity and our student success and retention metrics disaggregated by ethnicity and compared to the statewide metrics.

   The proposed 2019-22 Student Equity Plan (SEP) for El Camino was introduced. SEA funding is contingent on this plan. El Camino's goals include successful enrollment and retention of Disproportionately Impacted (DI) student groups, increasing the proportion of students who complete both transfer-level math and English within the first year, increasing the unduplicated count of students who earn a certificate or degree and increasing transfers to a postsecondary institution. This can be achieved through student programs, student support services, equity training and culturally responsive, equity-minded curriculum.

   Topics of Discussion:
   ECC retention numbers indicate there is a percentage of student who leave ECC and go to other institutions. Is it possible to identify where they are going? Yes, that information has already been requested from the National Student Clearing House. A request will be made to Institutional Research and Planning to develop a dashboard for this data.

   Statewide data of the Student Success metrics is not particularly aspirational. The statewide data is NOT the goal. It simply serves as a comparison. Our goal is to close equity gaps. We will look specifically at our population of students and the gaps in various demographic groups.

   The data provided is pre AB 705. Although the initial results from the implementation of AB 705 with the pilot group of students in spring 2019, are low, it will be interesting to see the long term results. The total number of students passing transfer level English from the pilot group increased. The percentage of those who did not pass also increased but, as a general rule, not as high as anticipated.

El Camino has very aspirational goals in closing the equity gap.

6. Adjournment – Parting comment: Friday, October 25 is a Policy review day from 8:00am – 12:00pm.

2019 - 20 College Council Goals

1. Provide orientation to all new and returning members of College Council on the Council's purpose, goals, and expectations of its members. Annually evaluate the College Council's effectiveness.

2. Lead the design of a 2020-25 Making Decisions at El Camino College document, which reflects the institution's commitment to collegial consultation and the purpose and responsibilities of each collegial consultation committee, its relationship to other committees, and the process for moving recommendations to the Board of Trustees through the Superintendent/President.

3. Complete/continue the development of legally required policies and procedures.

4. Consult collegially on the Institutional Self Evaluation Report. Attend assigned campus forums and provide feedback to the College Council.

5. Consult collegially on the organizational structure needed to support guided pathways at El Camino College.

6. Ensure that the College Council is informed of college initiatives including but not limited to:

    - Associated Student Organizations initiatives
    - Technology modernization
    - Impacts of facilities on the student experience
    - Sustainability plan progress
    - Climate Survey plan progress
    - 2020-23 Strategic Plan and new institutional planning model

Future Meeting Dates: 1:30 p.m. in Lib. 202   D. Maloney   Reminder only

Fall College Council Meetings

    a. Monday, November 4, 2019
    b. Monday, November 18, 2019 (Board Day)
    c. Monday, December 2, 2019
    d. Monday, December 16, 2019 (Board Day)