



El Camino College

College Council Minutes
Monday, November 18, 2019
1:30 – 2:30 p.m. Library 202

Attendance

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

Absent

Kenny Galan

Support/Alternates

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

Presenter/Guest

Ms. Diamond Brown, Staff Writer, The Union

Minutes

1. Welcome/Approval of Minutes

Dena Maloney opened the meeting and welcomed members of College Council.

After review, the minutes from the November 4, 2019 meeting were approved.

Dr. Maloney passed around copies of the [2019 Annual Report](#).

2. Board Agenda Review

A comprehensive overview of the November 18, 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 [Education by Design video](#) was viewed.

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.

Topics of Discussion:

NetFlex Learning Programs Partnership (Presentation) – This is a partnership between El Camino College, Boeing, Centinela Valley Union High School District, and Inglewood Unified School District. Dean Jose Anaya is the lead for El Camino College. NetFlex provides the curriculum and instruction. El Camino's provides a field trip to the College along with a tour of the campus.

ISA amendments with Redondo Beach Unified School District (Consent items 7.3 and 7.4) These are amendments to previously existing agreements. The courses are currently in session. The instructor is being paid directly by the college.

School Calendar 2019-2020 (Consent item 7.12) It is confirmed that the Thursday before July 4, the campus will be closed and Friday will be observed as the 4th of July holiday as designated by the Chancellor's Office.

3. Making Decisions Guide Update

The work group met, divided their tasks and had the opportunity to ask the Strategic Planning Committee for their input on the proposed table of contents. The next meeting will take place in a computer lab to provide training on Microsoft Teams. This collaborative technology will be used to work on the Guide drafts. Review of Guides from other districts continues.

4. BP/AP 4020

Jean Shankweiler presented draft revisions for [BP4020](#) / [AP4020](#) - Program Curriculum and Course Development. Language on credit hour calculations was added to the BP. This is required by the Chancellor's Office. The AP was reorganized using Butte College's procedure as a model. Language on credit hours calculations, curriculum, independent study and cooperative work experience are added in compliance with Chancellor's office and Title 5.

After review, comment and feedback, College Council approved BP4020 and AP4020 and recommend they move on to the Board for approval.

5. Adjournment – Parting comments: There were 650 participants at College Night this past week. This is a record number of attendees. Continuing evening students were exposed to information and resources due to the location of the event.

The next meeting is December 2, 2019. Viviana Unda will be invited to discuss the *Making Decision Guide* and strategic planning. We may have updates on ASO and Facilities.

Meeting adjourned.

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, December 2, 2019
- b. Monday, December 16, 2019 (Board Day)