



El Camino College

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

Attendance

Kelsey Iino, Cindy Lopez, Edith Gutierrez, Rose Mahowald, Urwa Kainat

Absent

Kenny Galan, Dena Maloney, Darcie McClelland, Ross Miyashiro

Support/Alternates

Iris Ingram, Jane Miyashiro, Ann O'Brien, Jean Shankweiler, Robin Dreizler acting VP/Student Services

Presenters/Guests

Viviana Unda; Andy Nasatir; Brenda Threatt; Rosemary Montalvo, Staff Writer, The Union; Juan Miranda, Staff Writer, The Union

Minutes

1. Welcome/Approval of Minutes

Dr. Maloney was attending a conference. Jane Miyashiro opened the meeting and welcomed members of College Council.

After review, the minutes from the November 18, 2019 meeting were approved.

2. Completion of the Consultation evaluation.

Viviana Unda, Director of Institutional Research and Planning, reminded College Council members to complete the Self-Evaluation survey Dr. Maloney emailed to the College Council members. Dr. Unda confirmed the survey is for the evaluation of achievement of the 2018-19 goals. Those who were members of College Council during that time should complete the survey.

3. Strategic Initiative & Objectives

Viviana Unda reviewed the [progress of the 2020-2023 Strategic Plan](#) that is currently going through collegial consultation and how it relates to the Comprehensive Master Plan and the revision of BP 1200 - Mission, Vision & Values. The new Strategic Plan includes an updated Mission, Vision and Values for the college.

4. Food Services plans – report on new coffee cart and future plans

Andy Nasatir provided an update on the food offerings on campus. He highlighted the existing food venues and their locations on campus – Café Camino, The Art Deli (until 2022-23) and LA Mobile lunch truck. Coastal Coffee is currently being piloted in the former Student Activities plaza. If successful, Coastal Coffee will be located in the covered area adjacent to the Art and Behavioral Science building for Winter/Spring 2020. This is a strategic location as it is convenient from Lot F and Lot H and provides service to the south end of campus. In about a year, when all the fencing is lifted, traffic patterns are established and Adaptive PE near the softball field has been removed, this would be a good location for a food service area (Coastal Coffee or LA Mobile). This location is convenient to the fields, stadium and parking lots.

The bookstore coffee shop will begin construction in 2020 and operable by 2021. This venue should be completely operable prior to the closure of the Art Deli. At that time, we will have data on the performance of food services at the various locations to determine future planning.

The bookstore coffee shop (north side of campus), Camino Café (east side of campus) and the possible trailer/lunch truck/coffee cart, near the softball field (southwest side of campus) would be the three permanent food service areas.

5. ASO Update

Urwa Kainat provided an informational [presentation on ASO activities](#) including the progress of achieving ASO's 2019-20 goals. Students with ASO stickers have surpassed projected expectations. The latest data indicates ASO has \$10,000 more than projected. ASO has been talking to West Los Angeles College about their preferred parking program. Preferred parking spaces are provided for students with ASO "Preferred" stickers. This is an incentive to increase revenue for ASO.

6. AP 4102 Career Education Programs

Jean Shankweiler presented a [draft of AP 4102](#) – Career Education Programs. This is a new legally required procedure that we do not currently have in place. The draft is based on the CCLC template. The term *Career and Technical Education* is retained since it is still used by the Chancellor's office. El Camino is transitioning to the term *Career Education*. The draft was prepared by Dean Virginia Rapp and Adriana Estrada, from Career Education Programs and went through consultation with the Ed Policies Committee, Academic Senate and the Council of Deans. After review and discussion, College Council approved AP 4102. This procedure will move on to the Board of Trustees as an information item.

7. Adjournment – The next meeting will be December 16, which is a Board Agenda Review day. 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

- a. Monday, December 16, 2019 (Board Day)