



El Camino College

College Council Minutes

Monday, June 1, 2020

1:30 – 2:30 p.m. Via Zoom

Attendance

Edith Gutierrez, Kelsey Iino, Urwa Kainat, Rose Mahowald, Dena Maloney, Darcie McClelland, Debbie Turano

Absent

Kenny Galan, Jane Miyashiro

Support

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

Minutes

1. Welcome/Approval of Minutes

Dr. Maloney opened the remote meeting and welcomed participants.

After review, the minutes from the May 18, 2020 meeting were approved as presented.

2. Budget Presentation

Iris Ingram provided an update on the State Budget. Revisions and discussions are currently in progress in the Senate Budget Committee. The Assembly Budget Committee has yet to weigh in. The Governor, Senate, and Assembly budgets will be aggregated into a Budget Bill for legislature to vote on. The Governor will decide to sign or veto the Bill. The deficit from property, corporate, and income tax revenues are still estimated at \$55B. The deadline for filing taxes has been extended to mid-July. We anticipate another budget revision in August when there is a clearer picture of state revenue. In addition to the recession created by the COVID-19 outbreak, there is the possibility of further economic dislocation due to the current social unrest. At this time there is a lot of uncertainty.

We are currently planning with the anticipation of a deferral of our apportionment for the current year. The amount due this month, may be approximately \$6M less than projected. The deferral amount for the apportionment for next fiscal year may be approximately \$12M. The estimated amounts are based on our percentage of the total statewide FTES. Specific amounts have yet to be confirmed. The biggest concern is how these deferrals will affect our budget and more immediately, our cash flow.

The Board will be presented a Tentative budget at the June 15 Board of Trustees meeting with the understanding that we may have to submit another Tentative budget in late August or September.

The Planning and Budget Committee (PBC) is discussing how to manage the budget and prioritize our operations expenditures. PBC will meet throughout the summer to discuss the approach and criteria for campus-wide resource allocation based on an agreed set of priorities.

Questions:

Is there a decrease in utility costs since we are operating remotely? We have not and probably will not see a substantial decrease in utility expenditures. Campus buildings have not been taken offline. Most buildings have some form of occupancy. Heating/air conditioning, electricity and water usage continues. There will be some savings but not enough to make up the revenue shortfalls.

Did the Chancellor's Office extend the Hold Harmless provision for the Student Centered Funding Formula (SCFF)? Hold Harmless has been extended two years. Our computational revenue is held flat and is based on information from July 1, 2018 – last fiscal year. Our revenue will not increase but will still sustain the estimated 10% decrease (If the State cannot fund the SCFF it will reduce allocations an average of 8%. The expected 2.3% COLA will most probably be withheld). Extending Hold Harmless does not create more money. Basically, the State budget and our revenue is contingent on what happens at the Federal level, specifically the Health and Economic Recovery Omnibus Emergency Solutions (HEROES) Act.

3. Distance Education Plan – First Reading

Jean Shankweiler presented an overview of the [Distance Education Plan](#) developed by Moses Wolfenstein, Distance Ed coordinator, Crystle Martin, Director of Library and Learning Resources and the Distance Education Advisory Committee (DEAC). The Plan has been reviewed and approved by DEAC, Academic Senate and Council of Deans. Distance Education will be renamed Online and Digital Education (ODE) and has its own Mission and Vision. The plan includes a SWOT (Strength, Weakness, Opportunity, Threat) analysis of the program and an identified action plan with measurable goals.

One of the identified threats for ODE is the 115th Online College. It is clear that the 114 Community College districts can successfully provide distance education. This proves the 115th College was based on misperceptions of the capabilities of the 114 institutions.

The Distance Education Plan will be brought back to College Council for a second reading at the June 15 meeting.

4. AP 5070 Attendance Accounting

Jean Shankweiler reviewed the proposed draft of [AP 5070 – Attendance Accounting](#). A notable revision to the procedure is regarding No Show reports pertaining to distance education. The procedure provides guidelines for faculty members to determine if a student is a No Show and able to drop them from their roster. Similarly the procedure provides guidelines for faculty members for filing a Withdrawal by Instructor for students who may not be participating adequately in the class.

College Council approved to move AP 5070 – Attendance Accounting forward to the Board as an information item.

5. Making Decisions Guide – Third reading

Dena Maloney provided an overview of the [Making Decisions Guide](#) and the suggested edits submitted by the ECCFT. It is noted the language suggested is not necessarily grounded in the Educational Code under collegial consultation. Some requested edits were already made prior to this current draft. Additional changes were incorporated into the document. Clarification is provided that the Ex-Officio members of Academic Senate are referenced to the ECC Academic Senate Constitution for the purpose of this document. There was further discussion on suggested language on page 11. Items 1 -3 are already laid out in the Principles of Governance. It is suggested language in item 4 is contract language rather than collegial consultation language. It alludes to the impact of participating on these committees. It is noted this language constitutes a substantive content change that was not approved by Academic Senate. To consider adding this language, the document would have to go back through collegial consultation with all the committees. Clarification is provided on the purpose of the suggested language. It was to ensure the Federation is not overlooked in the decision making process and is recognized and valued in decision making matters relating to working conditions and the like. College Council approved the motion to strike language regarding the faculty participation in the collegial consultation process, items 1 - 6, from the document and the edit the definition of the ECCFT to read:

The El Camino College Federation of Teachers, AFT Local 1388, is the primary representative of the faculty regarding working conditions, salary and benefits for faculty as provided by law.

It is reiterated, the intention to highlight the collaboration and partnership of the Federation and the Academic Senate, is evident in the makeup of the individual committees.

The *2020-25 Making Decisions Guide* will move forward to the Board for approval.

6. Asian Pacific Islander Public Statement Review

Kelsey Iino provided background on the [draft Statement Against Discrimination](#) in support of the Asian American Native Hawaiian Pacific Islander community due to the anti-Asian backlash and hate crimes growing from the COVID-19 outbreak. More work on this statement will take place off line.

Given the current situation with the African American community and Black Lives Matter, an additional request to support the African American community is made.

A statement will be released from the President today denouncing racism and bigotry, especially over what has transpired most recently and over the years toward the African American community. This is not supported by our values, and is an affront to social justice and to African Americans everywhere.

Perhaps a strong message from the District can be created from the Senates' resolution, the letter in support of the Asian American community and the President's upcoming statement that will evoke and enact meaningful change. We need to embrace this conversation as a campus community because we value our diversity and not to take action is not living up to our values. Dr. Maloney asked Kelsey Iino to review the suggested letter, make edits to shorten it and send it to her for the June 15 College Council meeting.

7. Recap of College Council 2019-20 Accomplishments and Self Evaluation

Due to time constraints, this item is tabled until the June 15, 2015 meeting

8. Adjournment

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. Library 202 D. Maloney Reminder only

Summer/Fall College Council Meetings

- Monday, June 15, 2020 (Board Day)
- Monday July 20, 2020 (Board Day)
- Monday, August 17, 2020 (Board Day)
- Tuesday, September 8, 2020 (Board Day)
- Monday, September 21, 2020
- Monday, October 5, 2020
- Monday, October 19, 2020 (Board Day)
- Monday, November 2, 2020
- Monday, November 16, 2020 (Board Day)
- Monday, December 7, 2020
- Monday, December 21, 2020 (Board Day)