



El Camino College Communications

Although the Communications Task Force has not sent any questions or issues to forward, we wanted to keep the campus community informed of several new and ongoing communications activities for the fall semester.

Beginning with the fall semester, all El Camino College and Compton Center employees will receive any college-wide communications via the listservs. All publications are posted to the El Camino College Public Relations & Marketing Department Web page, and many are posted on the Compton Center Web page under Current News.

Interim Assignments at Compton Center: Dr. Tom Jackson, from ECC, is currently serving as Interim Dean of Academic Affairs. Dr. Jackson is housed in Room C-32 on the Compton campus as well as in the Vocational and Technology Building. Allene Quarles, ECC Assistant Director of Human Resources is making a swap with Compton Center Dean of Human Resources Rachelle Sasser. Dr. Hal Bateman is Interim Director of Enrollment Management lending his expertise in the Admissions and Records Office. Patricia L. Bonacio, ECC CalWorks Coordinator is serving as the Acting Director of CalWorks/TANF at Compton Center.

Discussion Board: We are piloting this new program which will provide a forum for all employees to discuss topics of interest instead of utilizing the listservs on our e-mail system. As a trial run, we are testing new software called “**Discus Professional**” that allows discussions between faculty and staff. Participants will have user accounts enabling them to log onto the service and then post and reply to messages. The program can be customized so that users can set up preferences in regard to being notified when replies/postings occur for different discussions. We currently have a group of ECC faculty and staff testing the program. Our goal is to make it available to all ECC and Compton Center faculty and staff by the end of next week.

Communication Guide: An updated Communications Guide & Publications Standards handbook will be available this fall. This document, which includes important information regarding communications policies and the many services provided by the Public Relations & Marketing Department, will supersede the current version. The revised Guidelines will include the El Camino College Compton Center. The guidebook will be published and distributed campus wide. It is also posted on the Public Relations & Marketing Web page: <http://www.elcamino.edu/administration/publicrelations/docs/CommGuide.pdf>.

President’s Newsletter: We continue to publish the President’s Newsletter every two weeks, featuring news from El Camino College. This publication is printed and distributed campus wide, is e-mailed via the listservs at both ECC and Compton Center. It is also available on the Public Relations & Marketing Web page: <http://www.elcamino.edu/administration/president/docs/presnews.pdf>.

Provost Newsletter: The Provost’s Newsletter will also be published every two weeks, featuring news from El Camino College Compton Center. This publication is distributed to both campuses via the listservs. It is posted on the Compton Center Web site under Current News, and on the ECC Public Relations & Marketing Web page.

Board Actions: We will continue to keep you informed of board actions at both the El Camino Community College District and the Compton Community College District via emailed Board Summaries, which will also be posted on ECC and Compton Center Web sites.

Web Task Force: We continue to progress through phases 2 and 3 with the El Camino College Web site,



ensuring that all ECC departments and programs have a Web presence. We are in the planning stages for updating and revising the El Camino College Compton Center Web site.

ECC Online: Our campus online newsletter, which made its debut last year, will “go live” in early October. ECC Online features the news and happenings of campus departments and programs in one, easy-to-read publication. Look for ECC Online at this link, <http://www.elcamino.edu/newsletter/onlinenews.asp>.

Community Newsletter: This four-color, 10-page publication highlights the happenings at El Camino College and is slated to publish in October. It is mailed to all residents of the El Camino Community College District, which includes El Segundo, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lennox, Redondo Beach, Manhattan Beach and Torrance. This publication is posted on the following link:
http://www.elcamino.edu/administration/publicrelations/docs/Fall05_ElCamino.pdf.

High School Newsletter: This four-page, full-color publication is targeted to high school seniors and their parents, as well as high school counselors. It is mailed to high school seniors homes from our area feeder high schools. It is also distributed to counseling offices at South Bay high schools. We are in the planning stages of developing a similar publication for high school seniors at Compton Center feeder high schools. Check out the High School Newsletter on the Public Relations & Marketing Web site:
<http://www.elcamino.edu/administration/publicrelations/docs/elcamino.pdf>.

As always, we want to keep you informed of the news in our campus community. We also want to hear from you! We know there is no shortage of good news at El Camino College and we would like to hear about it.

Know a student who won a scholarship? A professor who just published an article or book? A staff member honored by a professional organization or someone recognized for work in the community? El Camino College students, faculty and staff set the standard for excellence – help us spread the good news!

Please e-mail your news to Ann M. Garten, Director, Community Relations, at agarten@elcamino.edu.