



EL CAMINO COLLEGE

Division of Business

MINUTES

Division Council Meeting **November 27, 2012**

Present: Rapp, Virginia – Chair
Barton, Richard
Botello, Michael
Grogan, Donna
Hadley, Ollie
Pahl, David
Ng, Kelly
Akhtar, Bilal

Absent: Maler, Norbert
Ross, Dovard

Recorder: Lavonné Plum

The meeting was called to order at 1:05 p.m.

BUILDING UPDATE

The division would be moved to the new building. The moving boxes should be delivered in the afternoon and the expected move date would be December 21. It was explained there were still a few issues to be worked out regarding computers, furniture, and parking. There was a discussion about faculty input once the building is occupied and the teaching environment.

Faculty were instructed to label their boxes with their last name and new office number. The move would take place over the break. Faculty would return and unpack after the break. There was a discussion about how the new offices are set up and getting keys. It was explained that all current keys would need to be turned in before new keys would be issued.

It was asked if any of the reserved parking spaces in the front of the building would be changed. The response was probably not and if they were they would most likely become handicap spaces.

PLAN BUILDER

It was stated that a few updated plans had been returned. The plans were needed as soon as possible. Faculty were reminded that the plans need to include anything the department may want or need in the next three-to-five years. Those needs should include equipment, software, and curriculum. Request approvals are now tied to plan builder and program review. If the request is not in the plan the request is not likely to be approved. Faculty were also asked to submit a name to be added to the plan of a faculty member that would be willing to go in and approve the plan.

FACULTY POSITIONS

The Business Division received approval to hire two full-time faculty, one Management and one Accounting. It was explained that the recruitment process would take place over the break. There was a discussion of the total number of faculty to be hired. It was explained that there had been numerous retirements so there would be a large number of hires.

Also discussed was the announcement of President Fallo's retirement June 30, 2013. Searches take time because they are a very involved process.

OTHER BUSINESS

The recent issues with the network were discussed. It was explained that the network was scheduled to be down. There were supposed to be minimum disruption, but that was not the case. E-mail was greatly affected as well as the Internet and other services. The maintenance is scheduled to extend through the end of the week.

The potential changes associated with a new president were discussed. It was asked if faculty were involved in the process. The response was, not in the past. The Board of Trustees usually sets the panel as they are responsible for hiring the president. Also discussed were potential changes to the campus plan and how the bond parameters would assist in dictating the amount of change.

The student representatives updated the faculty about the finals madness event. Faculty were asked to announce it in their classes that there would be tutors, in various subjects, available after the library closes. There would also be free snacks for students.

It was added that many students were working on transfer applications.

As the meeting drew to a close it was stated that ECC transferred a higher percentage of students to UCLA than Santa Monica this year.

The meeting adjourned at 1:35 p.m.