

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – January 25, 2016

College Council Purpose Statement: To facilitate communication and serve as a forum to exchange information that affects the college community.

Strategic Initiative C – Collaboration: Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Members Present: Linda Beam, Ann Garten, Jo Ann Higdon, Susan Pickens, Susana Prieto, Jean Shankweiler, Claudia Striepe, Luukia Smith.

Alternates Present: Elise Geraghty, Bill Mulrooney, David Mc Patchell.

1. Minutes – January 20, 2016 minutes were approved as presented.
2. Student Threat/College Response - A news report went out over the weekend about a student who threatened a faculty member via social media during 2015.
 - a) Ann Garten's office sent out a campus advisory/safety bulletin this morning. Ann reported that advisory and safety notices must be approved by the President before they are sent out.
 - b) A faculty member sent out an email to the campus community that included confidential student information. A request has been made for the emails to be recalled.
 - c) There is concern among the campus community about safety and what to do in these types of situations. It was determined that there will be a training on procedures presented at the Manager Forum. Ann Garten, Chief Trevis, and Mike Travis will also make a presentation at the next Academic Senate meeting. There was a request for a generic email that could be sent out immediately to the campus whenever a security threat/incident is reported.
 - d) Issues and complaints regarding students should be reported to the Student Development Office.
3. College Council will now meet from 1:30 – 2:30 p.m. in ADM 131.
4. Bill Mulrooney – The deadline for applications for spring degrees and certificates is February 11, 2016.
5. David Mc Patchell – The Compton Center had another accreditation meeting this past Friday.
6. Linda Beam – Human Resources has approximately 50 active recruitments in process.
7. Jo Ann Higdon – The Bond sales went very well. The refinancing saved tax payers \$24 million. The MBA building settlement is going well.

Agenda February 1, 2016

1. Minutes – January 25, 2016
2. Team Reports – Introductions
3. AP 5520 (Student Discipline & Due Process)

2015-16 College Council Goals

1. Update and Review Board Policies and Administrative Procedures.
2. Have all Consultation Committees revise and post minutes, agendas, purpose and goals to their specific Committee webpage, and have a link to these pages from a central Administrative page.
3. Review and endorse the Master Plan.
4. Support initiatives of the CEC to train staff/faculty/committees in preparation for accreditation through quarterly reports and discussion.
5. Develop plans and procedures to orient new members to consultation committee.