

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – April 4, 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, Vishu Gupta, Susan Pickens, Jo Ann Higdon, Jeanie Nishime, Jean Shankweiler, Claudia Striepe, Irene Graff, Susana Meiers, Chris Halligan, Chris Jeffries, Luukia Smith.

Guest: David Mc Patchell.

1. Minutes – March 21, 2016 minutes were approved as presented.
2. Proposed Indicators and Goals for IE Framework 2016 was distributed.
 - a) Decisions that need to be made include: 1) selecting a required college choice goal related to unprepared student outcomes; 2) selecting an optional locally-sourced performance indicator; and 3) setting 1-year and 6-year goals for all selected Indicators.
 - b) A consultation and decision-making timeline was distributed that indicated the committees schedule to review recommended goals in time for Board approval in May. Indicators must be selected and goals set, approved and uploaded to the Chancellor's Office IEPI Portal by June 15, 2016.
3. Institutional Effectiveness Outcomes 2014-2015 for ECC and the Center were distributed for informational purposes.
4. BP 3750 (Use of Copyrighted Material) – Revised policy was reviewed and the following changes were recommended: First sentence: "El Camino College" should read: "El Camino Community College District," and "harmonization" should be capitalized. Sentence 2: The "/" before Superintendent/President will be deleted. With these changes this policy is ready for the Board.
5. AP 3750 (Use of Copyrighted Material) – Revised procedure was reviewed and the following change was recommended: Page 4 last sentence/paragraph the following section will be deleted: "forms and other references, including links to." With this change this procedure is ready for the Board.
6. AP 4040 (Library Services) – Revised procedure was reviewed and the following change will be made: First sentence "Director Library Learning Resources" should read "Director of Library Learning Resources." With this change this procedure is ready for the Board.

7. BP 4250 (Probation, Dismissal and Readmission) – revised policy was reviewed. It was noted that “Fall and Spring” should not be capitalized. With this change this policy is ready for the Board.
8. AP 4250 (Probation, Dismissal and Readmission) – revised procedure was reviewed and there were no recommended changes. This procedure is ready for the Board.
9. AP 5530 (Student Rights & Grievances) – revised procedure was reviewed. It was noted that “Chair” should not be capitalized. Page 7, # 6, sentence #2: “not less than” will be changed to “no less than.” Page 7, #6, sentence #1: There was a question about the statement that indicates the Grievance Hearing Committee would make the decision if a person would be represented by an attorney. It was thought that the “chair” would be the appropriate decision maker. Jeanie will change the language to indicate that the chair rather than the committee would determine whether or not legal counsel will be allowed. With the corrections, the procedure is ready for the Board.

Agenda April 18, 2016

1. Minutes – April 4, 2016
2. Board Agenda Review

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.