

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – July 18, 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, Cindy Constantino, Kristie Daniel-DiGregorio, Ann Garten, Irene Graff, Jo Ann Higdon, President Maloney, David McPatchell, Jeanie Nishime, Virginia Rapp, Erika Solorzano

Guest: Andrea Sala

1. Minutes – June 20, 2016: Approved as presented.
2. Board Agenda Review:
 - a) AS 7, #E (Memorandum of Understanding): Add “Investment” as follows:
South Bay Workforce **Investment** Development Board
(Note: It was later determined that the new name, South Bay Workforce Development Board, reflects the new Workforce Investment Opportunity Act guidelines that require the SBWIB to use Workforce Development Board on all WIOA documentation. Therefore, the MOU, as it appears in the July 18 Board agenda, is correct.)
 - b) HR 17, #C: \$75 per month -- remove Brenda Peterson
3. BP/AP 6620 (Naming of District Facilities and Properties): Ms. Sala presented BP/AP 6620 with recommended changes from feedback received at last month’s meeting. AP 6620 was revised as follows:
#8: The physical appearance for all naming opportunities shall be ~~in good taste and~~ in keeping with the architectural composition **and standards** of the campus.
Ms. Sala will make the suggested edits and prepare for Board approval.
4. Interact Process Improvement Project: President Maloney reported that this project is part of the Enrollment Management Plan. Dr. Pam Cox Otto will provide process improvement services from the student perspective. She will facilitate a review of student intake and enrollment data, student tracking, intake spoofing, and onsite review of the student pipeline process with ECC. Following the review and analysis, she will work with us to develop recommendations for potential process improvement, communication clarity and enhancement of the student experience.
5. BoardDocs: There will be a BoardDocs preview at the August 15 College Council meeting. BoardDocs will be implemented at the September Board meeting.

Agenda for August 15, 2016

1. Minutes –July 18, 2016
2. Board Agenda Review
3. BP/AP 3900 (Speech: Time, Place, and Manner)
4. BoardDocs Preview
5. College Council Upcoming meetings:
 - a. September 7, 2016 at 1:30 p.m. (Board Agenda Review)
 - b. September 19, 2016 at 1:30 p.m.

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.