

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – January 23, 2017

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: Chris Jeffries, Ann Garten, Irene Graff, Jo Ann Higdon, Dena Maloney, Jeanie Nishime, Susan Pickens, Jean Shankweiler, Tiffany Ushijima

Alternates: David McPatchell, Tiffany Ushijima

1. Minutes – December 19, 2016: Approved as presented.
 - a. Withholding of student records – Jeanie reported that there are no other instances that student records are withheld besides what is outlined in AP 5035 (Withholding of Student Records). It was further noted that a “dean’s hold” on registration does not affect student records.
2. The January 23, 2017 Board Agenda was reviewed.
3. BP 2745 (Board Self-Evaluation) – The revised policy was reviewed and approved by College Council. The changes include removing the self-evaluation timeline from the policy and updating the Accreditation Standard citations. The self-evaluation timeline can now be found in new AP 2745. This policy will go to the Board on February 21, 2017.
4. AP 2745 (Board Self-Evaluation) – This is a new procedure that reflects the revised self-evaluation process adopted at the December 2016 Board meeting. The new procedure was approved by College Council with one change to the last sentence in paragraph two: “The Office of Institutional Research & Planning shall prepare the survey instrument, collect the data, and prepare an evaluation report for the Board.” This procedure will go to the Board on February 21, 2017.
5. The Staffing Plan Chapter of the Comprehensive Master Plan was reviewed by College Council. The Human Resources Staffing Plan Final Report was distributed for informational purposes.
6. The Making Decisions at El Camino College document will be reviewed at the February 21, 2017 College Council meeting.