

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – May 16, 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, Irene Graff, Jo Ann Higdon, President Maloney, Jeanie Nishime, Susan Pickens, Susana Prieto, Jean Shankweiler, Luukia Smith, Claudia Striepe.

1. Minutes – May 2, 2016 minutes were approved as amended.
2. Board Agenda Review
 - a) Board Presentations: It was noted that the 2016 California Community College Student Success Scorecard and the IE Framework of Indicators must each be accepted by the Board separately.
 - b) AA 15, #E: Science, Technology, Engineering, and Mathematics (STEM) Program – This Board item is to approve students going to the program. The students will receive a stipend which is funded by the grant.
 - c) AA 15, #F: International Study Abroad Program Summer 2016 – This program to Italy was approved at a prior Board meeting. This Board item is to approve the instructors.
 - d) SCA 4, #C.1: Grant Acceptance – State of California via the California Department of Education California Community Colleges Chancellor’s Office – Adult Education Block Grant – This is our portion of the grant.
 - e) AS 2, #2: Contract – City College of San Francisco – It was noted that we partner with a few colleges in the State to offer ETP program funds.
 - f) AS 3, #4: Contract – Ferilli – This company will provide the District with a business process review for the Ready to Package report (Financial Aid application). There was a request to have the financial aid staff members that process financial aid applications involved in the review process.
 - g) AS 6, # C.2 – Contract Amendment – Lend Lease (US) Construction – This amendment adds the State-funded Instructional Building # 1 at CEC to the list of projects.
 - h) E 3, #C: Contract Amendment – tBP Architecture – Administration Building Replacement Project – This amendment is as a result of our request for additional design and engineering services for review of pedestrian and vehicle crossings at main entrance.

- i) E 3, #D – Bid Rejection 2015-14 (Gymnasium Project) – It was noted that Public Contract Code allows governing Boards to reject bids without disclosing the reason (s) for the bid rejection.
 - j) HR 3, #18: Employment – Item pulled from the agenda. The hiring committee will reconvene.
 - k) CC 3, #2 – El Camino College Compton Center Enrollment – It was noted that enrollment at CEC is of primary concern as they are in their second year of stabilization.
 - l) Supplemental Reading #2: Recommendation for Board Member Professional Development/Travel – The recommendation is for the Board to establish its professional development goals and associated conference attendance travel plans on an annual basis.
3. Non-Discrimination Notice Publication – It was noted that the Non-Discrimination Notice that is published in various College publications is not consistent. Linda will have Jaynie ensure that the correct statement as listed in the policy is published correctly. Ann will also include this in the ECC Communications Manual.
 4. CEC Student Health Fees – It was reported that the intent is for the CEC students to pay the same fee amount as ECC. Each student has to use the health center at their home school. The fees are paid by location code which is based on the registration application.
 5. BP/AP 4101 (Independent Study) – These are ready for Board approval as presented.
 6. Summer Schedule – College Council will meet at 1:30 p.m. in ADM 131 on the following dates: June 20, 2016; July 18, 2016; August 15, 2016.
 7. Faculty Summer Sick Days – It was reported that faculty summer sick days are not included in their total sick days. It was noted that anything from intersession or overload is reported separately and is called “excessive sick leave.”

Agenda June 20, 2016

1. Minutes – May 16, 2016
2. Board Agenda Review
3. BP 6620 Naming of District Facilities and Properties
4. Enrollment Update – Summer and Fall 2016

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.