

EL CAMINO COLLEGE  
Office of the President  
Minutes of the College Council Meeting – February 23, 2015

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

Present: Francisco Arce, Linda Beam, Thomas Fallo, Irene Graff, Jo Ann Higdon, Chris Jeffries, Rafeed Kahn, David Mc Patchell, Jeanie Nishime, Susan Pickens, Estina Pratt, Luukia Smith, Claudia Striepe, Nina Velasquez.

1. Minutes – February 17, 2015: Approved as written.
2. BP/AP 5500 (Standards of Student Conduct) were distributed by Jeanie and are ready for the Board. The students will review these at the ASO Senate meeting on Thursday, February 26, 2015.
3. Superintendent/President Search: A calendar/timeline will be on the March 16, 2015 Board of Trustees agenda. Currently the proposed search committee has 17-19 members. We need to ensure there is a Compton Center representative on the committee.
4. Policies and Procedures subcommittee members: Jo Ann distributed a policy and procedure listing that listed the 6000 (Chapter 6: Business and Fiscal Services) and 3000 (Chapter 3: General Institution). It was noted that Jo Ann only included the 3000 policies/procedures that pertained to her area. Proposed subcommittee members to date include: Ken Key, Gary Turner, Chris Gold and Chris Wells. More members are needed. The plan is for staff to develop the drafts for review by the subcommittee. The Vice President's will bring a complete listing next week of policies and procedures in their areas along with timelines. Susan will bring the listing for the 1000 and 2000 series.
5. Making Decisions at El Camino College: Irene distributed the updated draft version. The revisions came out of discussion at the February 2, 2015 College Council meeting. It was noted that all Collegial Consultation committees should include their purpose statement on every agenda. College Council members are to send out the revised draft to their constituents for feedback. College Council will discuss again on Monday, March 30, 2015.
6. Facilities Steering Committee will meet soon.

Agenda March 2, 2015

1. Minutes – February 23, 2015
2. March 9, 2015 College Council Meeting will be held in the Board Room (Facilities Steering Committee will follow at 2 p.m.)
3. Policies and Procedure listings by area with timelines
4. Policy and Procedure Subcommittee members

Future agenda items:

March 9, 2015: PlanNet Report

March 30, 2015: *Making Decisions at El Camino College* review

2014-15 College Council Goals

1. Set up a specific review process and cycle for policies and procedures.  
Measure: Review process is established.
2. Review *Making Decisions at El Camino College* and revise as needed.  
Measure: Document is reviewed and revised as needed.
3. Review and revise College Council's purpose statement, roles, and responsibilities.  
Measure: College Council reviewed and revised its purpose statement.  
Measure: College Council lists its purpose statement (including Strategic Initiative C) on each meeting agenda.