

EL CAMINO COLLEGE  
Office of the President  
Minutes of the College Council Meeting – April 27, 2015

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

Present: Ali Ahmadpour, Francisco Arce, Linda Beam, Irene Graff, Chris Jeffries, Rafeed Kahn, David Mc Patchell, Susan Pickens, Estina Pratt, Luukia Smith, Erika Solorzano, Claudia Striepe, Mike Trevis.

1. Minutes – April 20, 2015: Item #7, sentence 2 was revised to read: “Jeanie will compose correspondence with Will Warren to include on the student portal.”
2. Planning Summit Recap – The following items were included on the Planning Summit agenda.
  - a. Accreditation Update;
  - b. New Strategic Plan (BP 1200);
  - c. Institutional Effectiveness (IE) Outcomes;
  - d. New IE Framework from the Chancellor’s Office (Colleges must set goals);
  - e. Making Decisions document;
  - f. Group discussion on Communication and Collaboration;
  - g. Consultation survey distributed.
3. Consultation Survey was distributed and completed by College Council members. It was suggested that the survey be reengineered next year to make clear that the survey pertains to “experience on College Council committee.”
4. Ali expressed concerns about Academic Senate. It was determined that this discussion should take place in Academic Senate and not College Council.
5. Smoking ban – There was a request for informational cards to hand out to smokers and another request for signs to place in classrooms. Jo Ann will be asked to give an update on the signage and educational campaign next week.
6. College Council Goals were reviewed briefly.
  1. Set up a specific review process and cycle for policies and procedures. There was a question about the status of the 3000 and 6000 series sub-committees. Luukia reported that the 6000 sub-committee has met once. The committee requested that Jo Ann provide draft copies for the committee to review. We will ask Jo Ann to provide an update next week.
  2. Review *Making Decisions at El Camino College* and revise as needed. The review process has been on-going and will end on April 30<sup>th</sup>. The finalized draft will be brought to College Council next week.
  3. Review and revise College Council’s purpose statement, roles, and responsibilities. This goal has been completed.

7. Superintendent/President Search Process. It was reported that the committee has been finalized and will have its first meeting next week. During the first meeting the calendar will be established.

#### Agenda May 4, 2015

1. Minutes – April 27, 2015
2. Making Decisions at El Camino College – finalize
3. BP 3000 and BP 6000 series update (Jo Ann)
4. Smoking ban signage and educational campaign (Jo Ann)

#### Future Agenda Items:

1. Consultation Survey results
2. College Council Evaluation instrument

#### 2014-15 College Council Goals

4. Set up a specific review process and cycle for policies and procedures.

Measure: Review process is established.

5. Review *Making Decisions at El Camino College* and revise as needed.

Measure: Document is reviewed and revised as needed.

6. 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.