

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – April 28, 2014

Present: Francisco Arce, Linda Beam, Julio Farias, Chris Gold, Irene Graff, Jo Ann Higdon, David Mc Patchell, Jeanie Nishime, Susan Pickens, Estina Pratt, Luukia Smith.

1. BP/AP 4021 (Program Discontinuance)

These have been approved by the Academic Senate and have gone through consultation. Julio will bring to the ECCFT meeting tomorrow and bring any comments back next week.

2. BP 3570 (Smoke and Tobacco Free Campus)

Jo Ann will work with the Vice Presidents to draft a correspondence to include with the distribution of these documents.

3. Campus E-Mail

Students unable to access their email are instructed to call the help desk.

4. There was brief discussion on the status of the following policies/procedures.

- a. BP 1200 (The El Camino College Mission, Philosophy, Values, and Guiding Principles). The Planning Summit has occurred so the updated policy is forthcoming.
- b. AP 2510 (Collegial Consultation). This has been approved by the Academic Senate. The final draft will be provided to College Council for review.
- c. BP 5405.1 (Student Political Organizations). Jeanie will follow up with ASO on the proposed deletion of this policy.
- d. AP 7145 (Personnel Files). Linda will bring back to College Council.
- e. AP 7233 (Claims for Work Out of Classification). Linda will bring back to College Council.
- f. BP/AP 7330 (Communicable Disease). Linda will bring back to College Council.
- g. Faculty Hiring Procedures. Linda will bring to College Council in the summer.
- h. There was a request for a formalized Classified Hiring Procedure. Linda will work on that and bring to College Council.

Agenda – May 5, 2014:

1. Minutes
2. May 19, 2014 Board meeting location
3. BP 3570 (Smoke and Tobacco Free Campus) – Correspondence
4. BP/AP 4021 (Program Discontinuance)
5. AP 2510 (Collegial Consultation)

College Council 2013-14 Goals:

1. Focus on student success and learning.
2. Monitor and support the advancement of the College's completion agenda of increasing the number of degrees, certificates, and transfers.
3. Incorporate evidence-based decision making when evidence is available.
4. Actualize the "Making Decisions at El Camino College" document.
5. Complete the review of all policies and procedures relating to Accreditation.
6. Set up a review cycle for all policies and procedures.

Policies/Procedures Pending:

BP	AP	Title	Status
1200		The El Camino College Mission, Philosophy, Values and Guiding Principles	Will be updated following the 2014 Planning Summit
	2510	Collegial Consultation	Reviewed and revised 12/2/13. Has gone through Senate and consultation. Will be brought back to CC.
3440		Service Animals	New policy – Linda working on.
3570		Restricted Smoking Areas (Smoke & Tobacco Free Campus)	Pulled from 12/16/13 Board agenda Revised & distributed @ CC 4/7/14
4021	4021	Program Discontinuance	Distributed 4/29/13 – approved by Senate and distributed at CC 4/28/14. Julio taking to ECCFT then back to CC
5405.1		Student Political Organizations is recommended for	Deletion - CC review 3/10/14: Jeanie will present to ASO for their review
5506		El Camino College Student Rights and Responsibilities	Deletion - Jeanie
	7145	Personnel Files	Distributed on 11/18/13 - Linda
	7233	Claims for Work out of Classification	Distributed on 11/18/13 - Linda
7330	7330	Communicable Disease	Distributed on 11/18/13 - Linda
	7336	Certification of Freedom from Tuberculosis	Distributed on 11/18/13 - Linda
		Faculty Hiring Procedures	Distributed on 4/29/13 - Linda will bring back in the summer.
		Administrative Hiring Procedures	Linda working on.
		Classified Hiring Procedures	Linda working on.

Policies/Procedures Completed:

BP	AP	Title	Status
1100		The El Camino Community College District	Adopted 3/17/14
1500		Display of Federal and State Flags	Adopted 3/17/14
2010		Board Membership	Adopted 3/17/14
2015		Student Member	Adopted 3/17/14
2100		Board Elections	Adopted 3/17/14
3200	3200	Accreditation	Adopted 4/21/14
3410	3410	Nondiscrimination	Adopted 1/21/14
3430	3430	Prohibition of Harassment	Adopted 2/18/14
5025		Foreign Students – Visa	Deletion – First Reading 4/21/14
5205		Student Accident Insurance	Adopted 3/17/14
5505		Minimum Academic Standards and Service Limitations for Student Participation in Student Government, Campus Committees and Student Clubs	Deletion – First Reading 4/21/14
5555		Guest Speakers	Deletion – First Reading 4/21/14
5800		Removing Pupils from School During School Hours	Deletion – First Reading 4/21/14
7110	7110	Delegation of Authority	Adopted 1/21/14
	7150	Evaluation	Adopted 1/21/14
	7160	Professional Development	Adopted 3/17/14
7351		Retirement – Classified Service	Deletion approved 12/16/13
7510		Domestic Partners	Adopted 1/21/14
7700	7700	Whistleblower Protection	Adopted 1/21/14