

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – May 11, 2015

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

Present: Ali Ahmadpour, Linda Beam, Thomas Fallo, Ann Garten, Jo Ann Higdon, Rafeed Kahn, Jeanie Nishime, David Mc Patchell, Susan Pickens, Estina Pratt, Jean Shankweiler, Luukia Smith, Claudia Striepe.

1. Minutes – May 4, 2015: approved as presented.
2. The agenda was amended to include: Summer Schedule and Consultation Survey Results.
3. Making Decisions at El Camino College final draft was reviewed and approved by College Council.
4. Policies and Procedures status/summary was distributed by Susan. Susan will provide College Council with the most recent master policies and procedures listing. The Vice Presidents will bring their policy and procedure listings that will include the 3000 series they are responsible for.
5. Summer Schedule – College Council will meet on the following dates in the summer:
 - a. May 18, 2015 (Board review);
 - b. June 15, 2015 (Board review);
 - c. July 20, 2015 (Board review);
 - d. August 17, 2015 (Board review).
6. The following policies and procedures were reviewed by College Council and they are ready for the Board as presented:
 - a. BP 4045 – Textbooks and Instruction Materials;
 - b. BP 4225 – Course Repetition;
 - c. AP 4225 – Course Repetition.
7. Consultation Survey Results for College Council, Planning and Budget, Facilities Steering, Academic Senate and Calendar Committees were reviewed and discussed. It was noted that the Technology Committee results are not in yet. It was determined that more clarification is needed on the results. College Council will discuss again when Irene can lead the discussion and answer questions.
8. It was noted that faculty hiring has been completed for the year. President Fallo will meet with Claudia and Chris regarding the faculty positions filled.
9. Committee Minutes – it was mentioned that it is difficult to find committee minutes. There are links to committee minutes on the “Administration” and “President” webpages. Susan will bring screen shots of those pages for review next week.

Agenda May 18, 2015

1. Minutes – May 11, 2015
2. Board Agenda Review
3. Campus Committee Minutes

Future Agenda Items:

1. Consultation Survey results
2. Policies and Procedures inventory/status
3. College Council Evaluation instrument

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.