

EL CAMINO COLLEGE  
Office of the President  
Minutes of the College Council Meeting May 7, 2012

Present: Francisco Arce, Rebekka Asher, Ann Garten, Chris Gold, Irene Graff, Jo Ann Higdon, Jeanie Nishime, David Mc Patchell, Susan Pickens, Gary Robertson, Luukia Smith, Lynn Solomita, and Arvid Spor.

1. ASO Collegial Consultation Resolution/Letter to the Board of Trustees was discussed.
2. The Accrediting Commission is requiring that faculty receive academic integrity training. Policies and Procedures will be developed.
3. Team Reports
  - a. Jeanie: Year-end activities have begun.
  - b. David: The Compton Center is developing an Honors Transfer Program.
  - c. Jo Ann: A TRANS (Tax Revenue Anticipation Note) for 2012-13 fiscal year for up to \$10 million will go to the Board this month. It is anticipated that another TRANS will go to the Board in March for up to \$30 million. The final G.O. Bond issuance will occur in the next two months. There will be a presentation on parking lot F at the Facilities Steering Committee meeting today. ECC Police Department has received a “Best Practices” award from the FBI for assistance with an international student.
  - d. Gary: Traffic flow has improved in parking lot F.
  - e. Irene: There was a presentation on the Career Advancement Academy at the Management Forum. The May 16<sup>th</sup> Management Meeting will be at the Compton Center. There are two “Green Bag Lunches” this week in honor of Earth Week.
  - f. Lynn: Final interviews are 50% complete. Requests for part-time faculty and staff are being processed. The District is in negotiations with the ECCFT. The POA contract will be printed by the end of next week. STRS law changes will change the way faculty is paid.
  - g. Rebekka: There is a table on the Library lawn for Earth Week. ASO elections are this week. The ASO & Corona del Camino Recognition Banquet is May 25, 2012. There is a hair donation drive for cancer patients May 21-22, 2012.
  - h. Chris: The Academic Senate reviewed Probation policy and procedures and Distance Education procedures. The Senate will have a presentation of “My Edu” at their next meeting. A faculty evaluation procedure committee may be formed.
  - i. Luukia: The ECCE General Meeting is next Friday. Classified Professional Development week is May 15-25, 2012. The Team Building Extravaganza and Lunch is Friday, May 25<sup>th</sup>.
  - j. Francisco: The Distinguished Faculty Award winner is Maria Brown and the Distinguished Staff Award winner is Sheryl Shenefield. ECC presented a Mental Health Essentials Workshop and a panel on Diversity within the Hispanic/Latino Community. Registration begins May 15<sup>th</sup>. The first draft of our Accreditation Follow-Up report is completed.

Agenda for the May 14, 2012 Meeting:

1. Minutes of May 7, 2012
2. ASO Resolution/Letter to Board of Trustees
3. Collegial Consultation Presentation
4. College Council Behavior Guidelines
5. College Council Goal Review

#### 2011-2012 College Council Goals

1. Practice consistent and timely internal college communications through the use of two-way discussion within College Council and between Council members and their constituents where appropriate.
2. Evaluate new policies, procedures, and processes in terms of promoting student success.
3. Consider environmental impacts during policy, procedure, and process discussions in support of movement toward a more sustainable campus.
4. Complete a minimum of ten policies and accompanying procedures.

#### College Council Goal/Survey timeline:

1. Quarterly Goal Review: December 2011, March 2012, June 2012, September 2012
2. 2011-2012 College Council Survey: September 2012
3. Develop 2012-13 College Council Goals: October 2012

#### Policies Completed:

1. BP 4055 – Academic Accommodations for Students with Disabilities, adopted 11/28/11
2. BP 5700 – Athletics, adopted 1/17/12
3. BP 4231 – Grade Change, adopted 2/21/12

#### Policies Pending:

1. AP 4231 – Grade Change – Going to Board in May 2012 as an informational item.
2. BP 4255- Course Repetition – Distributed at College Council on 4/23/12 & 4/30/12 – not ready for Board.
3. AP 4255 – Course Repetition – Going to Board in May 2012 as an informational item.
4. BP 3570 – Restricted Smoking Areas – Going to Board in May 2012.