

EL CAMINO COLLEGE  
Office of the President  
Minutes of the College Council Meeting June 6, 2011

Present: Francisco Arce, Thomas Fallo, Ann Garten, Chris Gold, Irene Graff, Jo Ann Higdon, David Mc Patchell, Jeanie Nishime, Susan Pickens, Elizabeth Shadish, Luukia Smith, Lynn Solomita, and Arvid Spor.

1. Lynn – Continuing with negotiations and working on internal procedures for Human Resources.
2. Irene – Received more feedback from managers about smoking than any other topic. The on-line student survey should be compiled and available next week. Placement scores will be available by the end of the week.
3. Luukia – Negotiations are at an impasse and mediation is scheduled for June 28<sup>th</sup>. New officers were elected for the next two years.
4. Elizabeth – New officers were elected and Elizabeth is returning as President. Currently in the final stages of negotiations.
5. Chris – The Senate will have a second reading of the following: BP & AP 6160 – Internet Usage, AP 4100 - Graduation Requirements for Certificates and Degrees, BP & AP 4231- Grade Change, and BP & AP 3750 – Use of Copyrighted Materials. The Senate is addressing the issue of local service designation to CSULB. Leisa Biggers has advised the best way to approach would be to start with the Diversity office at CSULB. A cross-campus taskforce will be formed to study impact on different groups.
6. Francisco – The winter and spring 2012 sessions were launched last week. Everyone is working on spring right now.
7. Jeanie – The Business Training Center (BTC) was awarded several grants. We did not fill the Director of Grants position but did hire a project specialist. The project specialist and the grants function will be moved to the BTC on July 1<sup>st</sup>.
8. Jo Ann – There is some concern about our FTES goal of 18,000 which may end up being lower. The Planning & Budgeting Committee reviewed the unrestricted portion of the budget last Thursday. Facilities is doing a great job with all the projects going on at one time. The MBA building may be behind two months. We are in the process of trying to find an Assistant Director for ITS. Facilities is still working on recommendations for designated smoking areas.
9. David – Students this semester did research projects on student learning. Eight students presented their projects to Barbara Perez.
10. President Fallo – Step and column increases will be paid and there will be no salary decreases. The voluntary salary decrease for President will be withdrawn. If our FTES goes from 18,000 to 17,000 it would change our spring and summer course offerings. The State Chancellor's office is already talking about mid-year cuts. We received a \$250,000 gift from Chevron for our STEM center. We would like to get \$1 million in endowments for the STEM center.
11. College Council will meet only on Board meeting days during the summer. The June 20<sup>th</sup> College Council meeting will be at 9 a.m.

### Agenda for the June 20, 2011 Meeting:

1. Minutes of June 6, 2011
2. Board Agenda
3. Calendar Committee Survey
4. Report on Programs with no Degrees or Certificates
5. Designated Smoking Areas
6. BP & AP 3750 - Use of Copyrighted Materials
7. BP 6160 – El Camino Community College District E-Mail, Internet & Network Use
8. BP & AP 4021 – Program Viability, Intervention and Discontinuance
9. BP 2350 – Speakers

### College Council Goals 2010-2011

1. Continue to improve internal college communications.
2. Increase the amount of recognition for work well done.
3. Continue to incorporate evidence-based decision making when evidence is available.
4. Communicate accreditation eligibility issues facing the College throughout the year.
5. Support, review, and discuss results of a Student Campus Climate survey.
6. Define and discuss the issue of employee morale and student satisfaction at both locations.  
Support initiatives to improve employee morale and student satisfaction as defined by campus discussions.
7. Complete 10 + 1 policies and accompanying procedures.
8. Continue to build a sense of community.

#### a) Policies Completed:

- 1) BP 4020-Program, Curriculum, and Course Development, adopted 07/19/10
- 2) BP 4100-Graduation Requirements for Degrees and Certificates, adopted 07/19/10
- 3) BP & AP 5055 – Enrollment Priorities - adopted 5/16/11
- 4) BP 7310 – Nepotism – adopted 5/16/11

#### b) Policies Pending:

- 1) BP 2350 – Speakers – going to Board for first reading on April 18, 2011 (pulled)
- 2) BP & AP 3750 Use of Copyrighted Materials
- 3) BP & AP 4021 – Program Viability, Intervention and Discontinuance
- 4) AP & BP 4055 – Academic Accommodations for Students with Disabilities
- 5) BP 5025 – Foreign Student (Visa) – Deletion
- 6) BP 6160 – El Camino Community College District E-Mail, Internet & Network Use