

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting July 9, 2012 and July 16, 2012

Present: Mike De Soto, Sean Donnell, Ann Garten, Chris Gold, Irene Graff, Brooke Matson, Jeanie Nishime, David Mc Patchell, Virginia Rapp, Susan Pickens, Luukia Smith, Lynn Solomita, and Michael Trevis.

1. Board Policy 5070- Attendance will go to the Board for approval on July 16, 2012. The Administrative Procedure will be revised to remove “desk” procedures.
2. Collegial Consultation was discussed. Jeanie will provide College Council members with the “Making Decisions at Moorpark College 2008-2010” document.
3. College Council Schedule (meetings at 1 p.m. in Adm 127):
 1. July 16, 2012 - Board Agenda Review 1-2 p.m., Collegial Consultation 2-3 p.m.
 2. August 20, 2012 (Board Agenda Review)
 3. September 4, 2012 (Board Agenda Review)

July 16, 2012

Present: Sean Donnell, Thomas Fallo, Chris Gold, Irene Graff, Brooke Matson, Jeanie Nishime, David Mc Patchell, Virginia Rapp, Susan Pickens, Lynn Solomita, and Michael Trevis.

1. The July 16, 2012 Board of Trustees Agenda was reviewed.
 - a. Debra Shepley will make a brief presentation of the 2012 Facilities Master Plan Update.
 - b. Page 69, Item A – Bond Resolution #07-16-2012-1 (Election of 2002, Series 2012C) - an incorrect dollar amount will be corrected during the Board meeting.
2. Policies/Procedures Divided by Accreditation Standard Section listing was distributed by Jeanie. She reported that the CCLC template (legal language) should be followed on these. Jeanie’s office will review the policies and procedures and develop a schedule for review and update.
3. Collegial Consultation – College Council members developed a draft Philosophy Statement that will be reviewed next week.

Agenda for the July 23, 2012 Meeting:

1. Minutes of July 2, 2012 and July 9, 2012
2. Collegial Consultation
3. College Council Behavior Guidelines
4. 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
4. AP 4231 – Grade Change – Informational to Board on 5/21/12
5. AP 4255 – Course Repetition – Informational to Board on 5/21/12

Policies Pending:

1. BP 4255- Course Repetition – Distributed at College Council on 4/23/12 & 4/30/12 – not ready for Board.
2. BP 3570 – Restricted Smoking Areas – Going to Board in May 2012.