

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting August 15, 2011

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

1. The September Board meeting has been changed to Thursday, September 8, 2011. College Council will meet on September 8, 2011 at 1 p.m. in Adm. 131.
2. Board Agenda
 - a. Jo Ann will give a brief presentation on the budget.
 - b. There will be a roll call vote on the Board Resolution to Establish Irrevocable OPEB Trust and Establish Retirement Board of Authority on pages 36-38.
 - i. Some future action items are:
 1. Duties of the Retirement Board of Authority will be developed.
 2. Selection of an investment advisor.
 3. Assessment of risk by Retirement Board of Authority.
 - c. Page 42 – item 14 will be pulled from the agenda during the Board meeting.
 - d. Page 42 – item 15 will be changed during the Board meeting to read: “Proceeds” not to exceed \$5,000.
 - e. Page 65 – item 8 will be changed to read: August 27, 2011 through “December 16, 2011.”
3. Professional Development Day – Thursday, August 15th. Four new ECC and nine new CEC faculty members will be introduced. There will be a walk-through of the Social Sciences building.

Agenda for the September 8, 2011 Meeting:

1. Minutes of August 15, 2011
2. Board Agenda
3. Schedule College Council Evaluation
4. Calendar Committee Survey
5. Report on Programs with no Degrees or Certificates
6. AP 4100 – Graduation Requirements for Degrees and Certificates
7. BP & AP 4231 – Grade Change
8. BP & AP 4021 – Program Viability, Intervention and Discontinuance (Not ready)
9. Designated Smoking Areas (Not ready)

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 & AP 3750 Use of Copyrighted Materials, first reading 08/15/11
- 2) BP 4020-Program, Curriculum, and Course Development, adopted 07/19/10
- 3) BP & AP 4100-Graduation Requirements for Degrees and Certificates, adopted 07/19/10
- 4) BP & AP 5055 – Enrollment Priorities - adopted 5/16/11
- 5) BP 6160 – El Camino Community College District E-Mail, Internet & Network Use, first reading 08/15/11
- 6) BP 7310 – Nepotism – adopted 5/16/11

b) Policies Pending:

- 1) BP 2350 – Speakers , first reading on April 18, 2011 (pulled)
- 2) BP & AP 4021 – Program Viability, Intervention and Discontinuance
- 3) AP & BP 4055 – Academic Accommodations for Students with Disabilities
- 4) BP & AP 4231 – Grade Change, first reading 08/15/11 (pulled)
- 5) BP 5025 – Foreign Student (Visa) – Deletion