

EL CAMINO COLLEGE  
Office of the President  
Minutes of the College Council Meeting August 20, 2012

Present: Francisco Arce, Linda Beam, Mike De Santo, Thomas Fallo, Chris Gold, Irene Graff, Jo Ann Higdon, Brooke Matson, Jeanie Nishime, David Mc Patchell, Susan Pickens, Lynn Solomita, and Luukia Smith. Guest: Alice Grigsby.

1. Board Agenda
  - a. The General Obligation Bond Rating Agency Presentation will be given by Jo Ann Higdon.
  - b. Page 78, #B – Comprehensive Master Plan-Second Reading and Adoption. Copies have been distributed to Board members and the report is posted on the College's website.
  - c. Page 86, # C – 2012-2013 Proposed Budget will be available and posted to the College's website on August 28, 2012.
2. Political Activity Regulations Enforcement has been assigned to Leisa Biggers.
3. BP 3570 – Restricted Smoking Areas – This policy has been updated and will be reviewed by College Council.
4. Financial Aid – Distributions have been delayed until September 7, 2012 due to a change in software from the Department of Education.
5. AP 4105 – Distance Education was distributed and reviewed. It was noted that this procedure has gone through consultation.
6. The Collegial Consultation Taskforce has met three times during the summer. A draft "Making Decisions at El Camino College" document will be ready for review by College Council on September 10, 2012.
7. The next College Council meeting is Tuesday, September 4, 2012 at 1 p.m.

Agenda for the September 4, 2012 Meeting:

1. Minutes of August 20, 2012
2. Board Agenda Review
3. 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
6. BP 5070 – Attendance, adopted 6/16/12

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
3. AP 4105 – Distance Education – Distributed at College Council on 8/20/12