

## EL CAMINO COLLEGE

## Office of the President

## Minutes of the College Council Meeting – September 28, 2015

College Council Purpose Statement: To facilitate communication and serve as a forum to exchange information that affects the college community.

Present: Linda Beam, Thomas Fallo, Paul Flor, Ann Garten, Irene Graff, Vishu Gupta, Jo Ann Higdon, Chris Jeffries, Jeanie Nishime, Susan Pickens, Susana Prieto, Jean Shankweiler, Luukia Smith, Erika Solorzano, Nikki Williams.

1. Minutes – September 21, 2015 minutes were approved as presented.
2. The Chancellor's office Task Force on Accreditation Report was discussed.
3. The Policy and Procedure inventory report was reviewed. Jeanie and Jean each provided a schedule for outstanding P&P's assigned to them.
4. The following policies and procedures were distributed by Jeanie and will be discussed on October 12<sup>th</sup>.
  1. BP 3280 (Grants) – no recommended changes/review only.
  2. AP 3280 (Grants) – new procedure.
  3. AP 5013 (Students in the Military) – new procedure.
  4. BP 5110 (Counseling) – revision.
  5. AP 5110 (Counseling) – new procedure.
  6. BP 5120 (Transfer Center) – no recommended changes/review only.
  7. AP 5120 (Transfer Center) – new procedure.
  8. BP 5150 (Extended Opportunity Programs and Services) – revision.
  9. AP 5150 (Extended Opportunity Programs and Services) – new procedure.
  10. BP 5200 (Student Health Services) – revision.
  11. BP 5210 (Communicable Disease) – no recommended changes/review only.
  12. AP 5210 (Communicable Disease) – new procedure.
  13. BP 5405.1 (Student Political Organizations) – recommended for deletion.
  14. BP 5800 (Prevention of Identity Theft in Student Financial Transactions) – new policy.
  15. AP 5800 (Prevention of Identity Theft in Student Financial Transactions) – new procedure.
5. Proposed 2015-16 College Council Goals
  1. Update and Review Board Policies and Administrative Procedures (\*VP's give number of P&P's they plan to process this year).
  2. Have all Consultation Committees revise and post minutes, agendas, purpose and goals to their specific Committee webpage, and have a link to these pages from a central Administrative page.
  3. Review and endorse the Master Plan.
  4. Continue discussions about accreditation issues.

5. Support initiatives of the CEC to train staff/faculty/committees in preparation for accreditation through quarterly reports and discussion.
6. Develop plans and procedures to orient new members to consultation committee groups.
6. Superintendent/President Campus Forums will be in the Alondra/East Dining Room. The forums will be streamed live via a link on our website.

#### Agenda October 12, 2015

1. Minutes – September, 28, 2015
2. 2015-16 College Council Goals – Finalize
3. Jeanie Nishime Policies – Finalize
  1. BP 3280 (Grants) – no recommended changes/review only.
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4. Policies and Procedures 2015-16 Plan
5. Collegial Consultation Committee/s webpage template draft