

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting September 8, 2011

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

1. Board Agenda

- a. The Board meeting will be held in the Haag Recital Hall today at 4 p.m.
- b. Trustee Brown needs to leave at 6:30 p.m.
- c. Jeanie will make a slide presentation on financial aid.
- d. Public Hearing and Adoption for the 2011-2012 El Camino Community College District – the public can speak during this time. Budget books will be available for the audience.
- e. Page 99 item E, change order – a letter of explanation from Jo Ann was included in the Board letter and is posted on the web.
- f. Page 40, Accreditation Midterm Report – paragraphs one and two will be edited. The Compton Community College District budget release date will be changed.
- g. Page 93, PO for United States Treasury – this is the cost of having a TRANS.
- h. Page 112, item 11 – when an employee resigns and becomes a Temporary Employee they are classified at Step A.
- i. Page 113, item 13 – this was a one week assignment primarily to answer phones.
- j. Budget Book, page 23 – the JPA dollar amount is not listed here but is posted on page 67.

Agenda for the September 12, 2011 Meeting:

1. Minutes of September 8, 2011
2. Team Reports
3. Report on Programs with no Degrees or Certificates
4. 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, adopted 9/8/11
 - 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, adopted 9/8/11
 - 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