

EL CAMINO COLLEGE  
Office of the President  
Minutes of the College Council Meeting October 24, 2011

Present: Francisco Arce, Rebekka Asher, Rocky Bonura, Ann Garten, Chris Gold, Irene Graff, Lynn Lindberg, Gloria Miranda, David Mc Patchell, Susan Pickens, Gary Robertson, Elizabeth Shadish, and Arvid Spor.

1. BP 4245 – Student Progress Early Alert and Referrals – This policy will be brought back to College Council after it is reviewed by the Academic Senate, Council of Deans and Directors.
2. District Wide Conference Committee Criteria for Funding Faculty Travel to Conferences memo to Francisco Arce from Gloria Miranda was distributed. Gloria also brought the District-Wide Conference Committee Procedures for Requesting Conference Funds for review. These two documents will be given to division offices for distribution to faculty. United States travel for faculty is permitted at this time although international travel is not. All employee groups will be notified if there are any changes to out-of-state travel policy.
3. Campus Smoking Policy Survey. Irene distributed the proposed campus smoking policy survey. The proposed policy will be included in the survey. This is a policy review not just a survey. The survey will be ready to go out today. All employees and a random sample of students will be surveyed. Results will be brought back to College Council in two weeks.
4. Open enrollment for health benefits closes November 4, 2011.

Agenda for the October 31, 2011 Meeting:

1. Minutes of October 24, 2011
2. Team Reports

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.