

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – November 17, 2014

Present: Linda Beam, Thomas Fallo, Ann Garten, Irene Graff, Jo Ann Higdon, Chris Jeffries, Jeanie Nishime, Susan Pickens, Estina Pratt, Jean Shankweiler, Claudia Striepe, Nina Velasquez.

1. BP 2410 (Board Policy and Administrative Procedure) – it is believed that the College Council revision of last week satisfies Trustee Beverly’s concerns.
2. Board Agenda
 - a. Irene Graff will give a presentation on BP 1200 (The El Camino College Mission, Vision, Values and Strategic Initiatives).
 - b. A Committee of the Whole has been scheduled for the Board to discuss their goals. The Board will adopt their goals at the December 2014 meeting.
 - c. Correction: Page HR 2 #7 – Remove “part-time” from item. It was noted that this change in grammar can be made outside of the Board meeting as it does not change the intent of the Board item.
 - d. The December 2014 Board agenda includes the Annual Organizational Meeting.
3. AP 5012 (International Students) was emailed to College Council and hard copies distributed.
4. The master policy and procedure listing was distributed.

Agenda November 24, 2014

1. Minutes
2. Schedule Policy and Procedure review sessions
3. BP 1600 (Full Inclusions of People With Disabilities): Share any feedback from constituents.
4. AP 5012 (International Students)
5. AP 6200 (Budget Preparation) – Jo Ann to bring policy
6. AP 6300 (Fiscal Management) – Jo Ann to bring policy
7. AP 6520 (Security for District Personnel and Property) – Jo Ann to bring policy
8. AP 3050 (Institutional Code of Ethics) – Linda Beam update

2014-15 College Council Goals

1. Set up a specific review process and cycle for policies and procedures.
Measure: Review process is established.
2. Review *Making Decisions at El Camino College* and revise as needed.
Measure: Document is reviewed and revised as needed.
3. Review and revise College Council’s purpose statement, roles, and responsibilities.
Measure: College Council reviewed and revised its purpose statement.
Measure: College Council lists its purpose statement (including Strategic Initiative C) on each meeting agenda.