

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – November 24, 2014

Present: Francisco Arce, Linda Beam, Thomas Fallo, Irene Graff, Jo Ann Higdon, Chris Jeffries, Rafeed Kahn, Jeanie Nishime, Susan Pickens, Estina Pratt, Luukia Smith, Claudia Striepe.

1. There needs to be discussion on how to improve the way College Council operates.
2. BP 1600 (Full Inclusions of People With Disabilities) –is ready for the Board.
3. AP 5012 (International Students) was postponed until December 1, 2014.
4. BP/AP 6200 (Budget Preparation) – were reviewed and changes were recommended to both the policy and procedure. The procedure is ready for the Board but will be held until the policy is ready. The policy will be taken back to constituents for feedback.
5. BP/AP 6300 (Fiscal Management) – was distributed and will be discussed next week.

Agenda December 1, 2014

1. Minutes
2. BP 3570 – Smoke & Tobacco Free Campus (January 2015 adoption)
3. Schedule Policy and Procedure review sessions
4. AP 5012 (International Students)
5. BP 6200 (Budget Preparation)
6. BP/AP 6300 (Fiscal Management)
7. BP/AP 6520 (Security for District Personnel and Property)
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.