

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting – November 3, 2014

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

1. College Council needs to develop a process to get through policies and procedures. The Academic Senate is spending a lot of time on them. We will schedule policy and procedure review sessions.
2. BP and AP 2410 (Board Policy and Administrative Procedure) will have to be discussed again. These were presented to the Board for a first reading and Trustee Beverly expressed a concern.
3. BP 3570 (Smoke & Tobacco Free Campus) will be taken to the Board.
4. 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.
5. BP 1600 (Full Inclusion of People With Disabilities) was revised by Dipte Patel according to changes in the law. College Council reviewed the revised policy and there were no recommended changes. Members are to send out to their constituents for feedback.
6. BP & AP 4040 (Library Services) were approved by the Academic Senate. College Council reviewed and there is only one change to the last paragraph of the policy. With that change these are ready for the Board.

Agenda – November 10, 2014

1. Minutes
2. 2014-15 College Council Goals – Finalize
3. Schedule Policy and Procedure review sessions
4. BP and AP 2410 (Board Policy and Administrative Procedure)
5. AP 3050 (Institutional Code of Ethics): Share any feedback from constituents.
6. AP 6200 (Budget Preparation)
7. AP 6300 (Fiscal Management)
8. AP 6520 (Security for District Personnel and Property)