



EL CAMINO COLLEGE
Division of Business

MINUTES

Division Council Meeting
November 27, 2018

Present: Escalante Troesh, Joshua
Lau, Philip
Pahl, David
Perkins, Richard
Pham, Vi
Yeressian, John
ASO Student Representatives: Saeed Humza and Lindsay Lee
Guest: Gary Greco

Absent: Rapp, Virginia

Recorder: Dawn Koeller

David Pahl acted as chairperson. The meeting began at 1:00 p.m.

FALL 2019 SCHEDULE DEVELOPMENT

There was a brief discussion about the Fall 2019 schedule development timeline. The first draft should be available on December 12th. Faculty are cautioned that lecture space is at a premium, moving class times or days may result in not getting the prime classrooms.

J. Escalante Troesh asked that M. Som de Cerff be added to any distribution of information regarding Fall '19 FYE classes.

STUDENT ACCOMODATION/SPECIAL RESOURCE CENTER

Gary Greco joined the meeting to discuss the mandatory training regarding Accommodations for Students with Disabilities. He covered what the training modules entail and encouraged everyone to complete it as soon as they could.

We discussed ADA Title I and II.

He also gave the council a brief tour of the space the Special Resource Center would occupy in the new Student Services building and gave an overview of the services available to students and faculty. Move in is currently slated for mid-Spring semester, they will have twice the current space and 6 testing rooms available.

He noted that there are two ways that students can ask for accommodation: contacting the SRC or contacting the Dean of Student Services. He encouraged the faculty to reach out to either the SRC or Dean if they have students that need help. He ended his presentation with a brief Q&A session.

The meeting adjourned at 1:25 p.m.