



**El Camino College
College Council
Monday, November 6, 2017
1:30 – 2:30 p.m.
Library 202**

College Council Purpose Statement:

To facilitate communication and serve as a forum to exchange information that affects the college community.

Strategic Initiative C - Collaboration:

Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Members:

Kristie Daniel-DiGregorio	Dena Maloney	Jean Shankweiler
Brian Fahnestock	Jane Miyashiro	Erika Solorzano
Irene Graff	Ross Miyashiro	Debbie Turano
Chris Halligan	Susan Pickens	Tiffany Ushijima
Chris Jeffries		

Alternate Members/Support:

Heather Parnock – Support
David McPatchell – Alternate

Agenda:

- | | | |
|---|--------------|--------------|
| 1. Approval of Minutes from October 16, 2017 (Attached) | All | (5 minutes) |
| 2. “Revised” Summer Calendar for 2018 (Handout) | R. Miyashiro | (10 minutes) |
| 3. Quality Focused Essay (QFE) 2nd Reading (Handout) | Maloney | (10 minutes) |
| 4. Non-Discrimination Statement Recommended Revisions | Ishikawa | (10 minutes) |
| 5. Legally Required BP/AP’s (Handout only) | All | |
| 6. Presentation on SSSP/SE/BSI Integrated Plan | Jimenez | (10 minutes) |
| 7. Presentation from CUE (Center for Urban Education) | J. Miyashiro | (10 minutes) |
| 8. Future Meeting Dates: Mondays at 1:30 p.m. (Library 202) | Maloney | (5 minutes) |
| a. November 20, 2017 | | |
| b. December 4, 2017 | | |
| c. December 18, 2017 | | |

9. Other

10. Adjournment

2017/18 College Council Goals

- 1) Conduct an annual evaluation of college-wide progress on Strategic Initiative C.
- 2) Implement the timeline for the development and completion of legally-required policies.
- 3) Participate in regular updates regarding El Camino College and Compton College transition planning.
- 4) Provide input and engage in discussion regarding the development of an equity-minded culture at El Camino College.
- 5) Review and share data received as part of the community and college perceptions study which will inform the development of the next Strategic Plan.
- 6) Review and endorse college-wide plans such as the Guided Pathways Plan, the Integration Plan for BSI/SSSP/SEP, Enrollment Management Plan, and other plans.

BP/AP #	Title	College Council Date	Notes	Board 1st Reading	Board 2nd Reading
BP 1100	The El Camino Community College District	2/6/2017		2/21/2017	3/20/2017
BP 2010	Board Membership	2/6/2017		2/21/2017	3/20/2017
AP 2320	Special and Emergency Meetings	3/13/2017		4/17/2017	n/a
BP 2610	Presentation of Initial Collective Bargaining Proposals	4/3/2017		4/17/2017	5/22/2017
AP 2610	Presentation of Initial Collective Bargaining Proposals	4/3/2017	ok with cc changes	4/17/2017	n/a
BP 2710	Conflict of Interest	2/6/2017		2/21/2017	3/20/2017
AP 2710	Conflict of Interest	4/17/17 & 5/1/2017	Legal opinion needed for paragraph #5.		
BP 2745	Board Self-Evaluation	1/23/2017		2/21/2017	3/20/2017
AP 2745	Board Self-Evaluation	1/23/2017		2/21/2017	n/a
BP 3400	Statement of Economic Interest	4/17/2017		5/22/2017	6/19/2017
AP 3400	Statement of Economic Interest	4/17/2017		5/22/2017	n/a
BP 3500	Campus Safety	11/14/2016	Hold until AP's 3510 and 6800 are developed		
AP 3500	Campus Safety	11/14/2016	Hold until AP's 3510 and 6800 are developed		
BP 3501	Campus Security and Access		Ready for College Council		
AP 3501	Campus Security and Access		Ready for College Council		
AP 3516	Registered Sex Offender		Ready for College Council		
BP 3518	Child Abuse Reporting		Ready for College Council		
AP 3518	Child Abuse Reporting		Ready for College Council		
BP 3550	Drug Free Environment and Prevention Program	3/13/2017		4/17/2017	5/22/2017
AP 3550	Drug Free Environment and Prevention Program		Ready for College Council		
BP 3710	Intellectual Property & Securing Copyright	4/17/2017		5/22/2017	6/19/2017
AP 3710	Intellectual Property & Securing Copyright	4/17/2017		5/22/2017	n/a
BP 3730	Software Copyright & Licensure	2/6/2017	Deletion	3/20/2017	n/a
BP 3810	Claims Against the District	3/13/2017	Review only	4/17/2017	n/a
BP 3811	Claims Settlement Authorization	2/6/2017	Deletion	3/20/2017	n/a

BP/AP #	Title	College Council Date	Notes	Board 1st Reading	Board 2nd Reading
BP 3900	Speech: Time Place Manner	8/15/16 & 9/7/16		10/17/2016	11/21/2016
AP 3900	Speech: Time Place Manner	8/15/16 & 9/7/16		10/17/2016	n/a
BP 3910	Use of District Mail	2/6/2017	Deletion	3/20/2017	n/a
BP 3911	Telephones	2/6/2017	Deletion	3/20/2017	n/a
BP 3920	Pools	2/6/2017	Deletion	3/20/2017	n/a
BP 4010	Academic Calendar	11/14/2016		11/2/2016	12/19/2016
BP 4101	Independent Study	5/16/2016		6/20/2016	7/18/2016
AP 4101	Independent Study	5/16/2016		6/20/2016	7/18/2016
BP 4230	Grading & Academic Record Symbols	5/22/2017		7/17/2017	8/21/2017
AP 4230	Grading & Academic Record Symbols	5/22/2017		7/17/2017	n/a
BP 4235	Credit by Examination	4/3/2017		4/17/2017	5/22/2017
AP 4235	Credit by Examination	4/3/2017		4/17/2017	n/a
AP 4236	Credit for Military Service	12/19/2016		12/19/2016	n/a
BP 4250	Probation, Dismissal Readmittance	4/4/2016		7/18/2016	8/15/2016
AP 4250	Probation, Dismissal Readmittance	4/4/2016		7/18/2016	n/a
BP 5035	Withholding of Student Records	12/5/2016	Review only	12/19/2016	n/a
AP 5035	Withholding of Student Records	12/5/2016		12/19/2016	n/a
BP 5070	Attendance	11/14/2016	Deletion	11/21/2016	n/a
AP 5070	Attendance Accounting	11/14/2016		11/21/2016	n/a
BP 5505	Minimum Academic Standards and Service Limitations for Student Participation in Student Government, Campus Committees and Student Clubs	2/21/2017	Deletion	3/20/2017	n/a
BP 5510	Off Campus Student Organizations	12/5/2016	Jeanie to bring back to CC with suggested changes made.		
AP 5510	Off Campus Student Organizations	12/5/2016	Jeanie to bring back to CC with suggested changes made.		
AP 5530	Student Rights & Grievances	4/4/2016		10/17/2016	n/a
BP 6620	Naming of District Facilities and Properties	6/20/16 & 7/18/16		8/15/2016	9/7/2016
AP 6620	Naming of District Facilities and Properties	6/20/16 & 7/18/16		8/15/2016	9/7/2016

BP/AP #	Title	College Council Date	Notes	Board 1st Reading	Board 2nd Reading
BP 7120	Recruitment and Selection	4/17/2017		5/22/2017	6/19/2017
AP 7125	Verification of Eligibility for Employment	4/3/2017 & 4/17/17	Brought back with BP 7120	5/22/2017	n/a
BP 7130	Compensation	4/17/2017		5/22/2017	6/19/2017
BP 7230	Classified Employees	4/17/2017		5/22/2017	6/19/2017
AP 7233	Claims for Work out of Classification	4/3/2017 & 4/17/17	Brought back with BP 7230	5/22/2017	n/a
BP 7250	Educational Administrators	5/1/2017	Paragraph 8 needs to be updated by B. Perez		
AP 7250	Educational Administrator Reassignment Rights	5/1/2017	J. Shankweiler and Kristie will update language in paragraph 3.		
AP 7337	Fingerprinting	4/3/2017		4/17/2017	n/a

Legally Required Policies and Procedures
That Have Not Been Taken to College Council Yet

#	Title	Notes	Last Adopted	Assigned to
2717	Personal Use of Public Resources			Pres. Off.
3420	Affirmative Action (CCLC Title is: Equal Opportunity Employment)		4/16/01	HR
AP 3420	Equal Opportunity Employment			HR
AP 3435	Discrimination and Harassment Complaints and Investigations			HR
3440	Service Animals			HR
AP 3440	Service Animals			HR
3501	Campus Security and Access			AS
AP 3501	Campus Security and Access.			AS
3505	Emergency Response Plan			AS
AP 3505	Emergency Response Plan			AS
3510	Workplace Violence Plan		4/16/01	AS
AP 3510	Workplace Violence Plan			AS
3515	Reporting of Crimes		4/16/01	AS
AP 3515	Reporting of Crimes			AS
3520	Local Law Enforcement		5/21/01	AS
AP 3520	Local Law Enforcement			AS
AP 3550	Drug Free Environment Prevention Program			AS
3600	Auxiliary Organization		4/16/01	AS
AP 3600	Auxiliary Organization			AS
AP 4010	Academic Calendar			AA
4020	Program, Curriculum, and Course Development		7/19/10	AA
AP 4020	Program, Curriculum, and Course Development		July 2010	AA
AP 4022	Course Approval			AA
AP 4102	Career & Technical Education			AA
AP 4103	Work Experience			AA
AP 4105	Distance Education		2/2/03	AA
4220	Standards of Scholarship			AA

Legally Required Policies and Procedures
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#	Title	Notes	Last Adopted	Assigned to
AP 4222	Remedial Coursework			AA
4226	Multiple & Overlapping Enrollment			AA
AP 4227	Repeatable Courses			AA
5010	Admissions & Concurrent Enrollment		7/15/13	SS
AP 5010	Admissions & Concurrent Enrollment		7/15/13	SS
5015	Residence Determination		3/15/04	SS
AP 5015	Residence Determination			SS
5020	Non-Resident Tuition		1/28/85	SS
AP 5020	Non-Resident Tuition			SS
5030	Fees		5/18/09	SS
AP 5030	Fees		6/9/14	SS
AP 5031	Instructional Material Fees			SS
5040	Student Records and Directory Information		1/22/02	SS
AP 5040	Student Records and Directory Information			SS
AP 5045	Student Records – Challenging Content and Access Log			SS
5055	Enrollment Priorities		5/16/11	SS
AP 5075	Course Adds and Drops			SS
5140	Disabled Student Programs and Services			SS
AP 5140	Disabled Student Programs and Services			SS
5300	Student Equity		7/21/03	SS
AP 5300	Student Equity			SS
AP 5500	Standards of Student Conduct		6/15/15	SS
5510	Off Campus Student Organizations			SS
AP 5520	Off Campus Student Organizations			SS
5700	Intercollegiate Athletics		1/17/12	SS
6200	Budget Preparation		6/11/01	AS
AP 6200	Budget Preparation			AS

Legally Required Policies and Procedures
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#	Title	Notes	Last Adopted	Assigned to
6250	Budget Management		6/11/01	AS
AP 6250	Budget Management			AS
6300	Fiscal Management		6/11/01	AS
AP 6300	Fiscal Management			AS
6320	Investments		6/11/01	AS
AP 6320	Investments			AS
6330	Purchasing		6/11/01	AS
6340	<u>Bids and Contracts</u>		6/11/01	AS
AP 6340	Bids and Contracts			AS
AP 6345	Bids and Contracts UPCCAA			AS
AP 6365	Accessibility of Information Technology			AS
AP 6370	Contracts – Personal Services			AS
6400	Audits		6/11/01	AS
AP 6400	Audits			AS
6500	Real Property		6/11/01	AS
6540	Insurance		6/11/01	AS
AP 6540	Insurance			AS
6550	Disposal of Property and Fixed Assets		11/21/05	AS
6600	Capital Construction		6/11/01	AS
AP 6600	Capital Construction			AS
6700	Civic Center and Other Facilities Use		6/11/01	AS
AP 6700	Civic Center and Other Facilities Use			AS
6750	Parking		6/21/04	AS
AP 6750	Parking			AS
6800	Safety		7/16/01	AS
AP 6800	Safety			AS
6900	Bookstore		7/16/01	AS
7100	Commitment to Diversity		6/11/01	HR
AP 7211	FSA/Minimum Qualification & Equivalencies			HR

Legally Required Policies and Procedures
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#	Title	Notes	Last Adopted	Assigned to
AP 7216	Academic Employees – Grievances for Contract Decisions			HR
AP 7234	Overtime			HR
AP 7336	Certification of Freedom from TB			HR
7340	Leaves of Absence		6/21/04	HR
AP 7343	Industrial Accident & Illness Leave			HR
AP 7365	Discipline/Dismissals Non-Represented Classified Employees			HR
AP 7380	Retiree Health Benefits Academic Employees			HR
7400	Travel		5/19/03	HR