CERRITOS COLLEGE
COORDINATING COMMITTEE MINUTES
April 9, 2007

PRESENT:  Dr. Noelia Vela  
         Jo Ann Higdon  
         Bill Farmer  
         Dr. Stephen Johnson  
         Dr. Bryan Reece  
         Jenine Nolan  
         Criss Lopez de Gaines  
         David Fabish  
         Dean Mellas  
         Lynn Laughon  
         Yvette Juarez  
         Kristen Habbestad  
         Alex Armendariz  
         Julie Mun  

ABSENT:  Ed White  
         Dan O’Rourke  
         Steve Richardson  

GUEST(s):  Dr. Jane Wright  
           Stephanie Murguia  

I. MEETING CALLED TO ORDER
Dr. Vela called the meeting to order at 1:07PM.

II. INTRODUCTION OF NEW EMPLOYEES – NONE

III. APPROVAL OF MINUTES – March 26, 2007
Dr. Johnson made a motion to approve the March 19th minutes; Ms. Laughon seconded the motion. The minutes were approved as presented.

IV. SET BOARD AGENDA – April 18, 2007
Dr. Vela briefly reviewed the Board Agenda and invited the committee members to raise any questions and/or comments. The committee had no questions.

V. ITEMS FROM INSTITUTIONAL COMMITTEES – NONE

VI. ITEMS FROM FACULTY SENATE STANDING COMMITTEES – NONE

VII. STATUS OF SHARED GOVERNANCE

   Board Policy & Procedures Review
   Dr. Vela announced that during the March 21st Board meeting, BP 6200 – Budget Preparation was not adopted with the rest of the policies from the Business Services chapter. The wording of this policy was discussed at length during the Board meeting and was returned to the college for further review. The policy was evaluated by the members of the Faculty Senate and Cerritos College Faculty Federation and a recommendation was proposed to change the following statement:

   “Unrestricted general fund reserves shall be no less than five percent;”
The newly proposed language reads:

“Unrestricted general fund reserves should be no less than five percent;”

Dr. Vela presented this revision to the College Coordinating Committee for discussion prior to forwarding the revised policy to the Board. Mr. Farmer made a motion to approve this revision and Ms. Lopez de Gaines seconded the motion. The committee members unanimously voted in favor of forwarding the revised policy to the Board for adoption.

Dr. Johnson led the committee members in the review of policies and procedures from the Student Services chapter of the Board Policy & Procedures. After much discussion the committee made revisions to AP 5040 – Student Records and Privacy, AP 5045 – Student Records: Challenging Content and Access Log, AP 5052 – Open Enrollment, BP 5055 – Enrollment Priorities, AP 5070 – Attendance Accounting, AP 5130 – Financial Aid, BP 5210 – Communicable Disease, AP 5210 – Communicable Disease and BP 5500 – Standards of Conduct. There were no recommended revisions to BP 5420 – Associated Students Finance.

After initial discussion it was determined that AP 5075 – Course Adds and Drops, BP 5205 – Student Accident Insurance and AP 5500 – Standards of Conduct needed further review by the appropriate Student Services departments. The discussion regarding this policy and these procedures will be continued during the next meeting.

There was much discussion regarding BP 5570 – Student Credit Card Solicitation. Student debt has become a growing problem throughout the nation due to the lesser financial requirements necessary to obtain a student credit card. It would be very intrusive and fiscally prohibitive for the college to monitor each vendor to specifically ban “student credit cards”. By full consensus the committee members felt very strongly that all credit card solicitations, whether they are for “student credit cards” or not, should be prohibited on campus. This policy was revised to reflect the committee’s unanimous recommendation to forbid all credit card solicitations on campus.

VIII. PRESIDENT’S REPORT – NONE (due to the constraints on time)

IX. REPORTS FROM COORDINATING COMMITTEE MEMBERS – NONE (due to the constraints on time)

X. ADJOURNMENT
Meeting adjourned at 4:37PM.