

College Council Meeting Minutes
April 12, 2013 - 1:00 p.m.
Library Meeting Room

J. Alpin, G. Brown, K. Coghill, D. Gast, C. Gotoski, C. Hopkins, C. Itnyre, D. Pieper, M. Plummer, A. Riesgo, M. Schiel, R. Smith, S. Smith, and W. Zhou.

I. Old Business

a. Educational Master Plan (C. Hopkins)

Ms. Hopkins presented some changes on pages 18 and 23. She mentioned changes to the library piece in another document. Ms. Alpin noted updates as well. This information will be forwarded with these items in order to come up with a new draft to be worked on with constituent groups. Ms. Schiel noted she thought the goal of the document is what we want to get out of it and is hoping to have enough time as a group to accomplish that task. Ms. Hopkins pointed out the document should reflect an analysis of program review. Focused time to work on this document was suggested. It was mentioned that Scorecard and ARCC information should be included. Mr. Brown recommended this item be brought back as a single item for a future meeting.

II. New Business

a. Revised Grade Grievance Procedure (W. Zhou)

Dr. Zhou explained that this procedure eliminates the supervisor part. Ms. Schiel will take it to Academic Senate for review. It was determined this is entirely an Academic Senate matter.

b. Institutional Code of Ethics Board Policy (A. Riesgo)

Ms. Riesgo introduced this item and Ms. Alpin stated it is a standard for the college and recommended alternative wording. Ms. Riesgo noted that this policy is the League wording and it has been decided that we are going to follow the League recommendations in terms of policies and procedures. Discussion was held that we need to be consistent with the League policies. Ms. Riesgo will review again. It was also noted that the Administrative Procedure is where we will describe what needs to occur in reference to each policy.

c. Institutional Code of Ethics Administrative Procedure (A. Riesgo)

Considerable discussion took place regarding this administrative procedure and changes have been noted. The changes will be forwarded to Ms. Riesgo and she will provide updated information to the constituent group.

d. Director of Facilities and Operations Job Description (A. Riesgo)
Discussion took place regarding a number of suggestions for this position. It too will be forwarded to Ms. Riesgo as time is of the essence for this task to be completed in order that the position can be advertised.

e. Chancellor's Office Student Success Scorecard (C. Hopkins)
Ms. Hopkins commented that Dr. Wagner sent her a note regarding this topic indicating that this may be discussed next week in a special College Council meeting. He further mentioned that it has been a topic of discussion during several of the meetings he has attended at his conference. It was also noted that the reason for CMC's low score is partially a result of students transferring prior to degree completion. Mr. Brown mentioned this report will replace the ARCC Report. Discussion was held as to whether or not this is an appropriate benchmark for our college and the need to establish some of our own.

III. Other/Discussion

Ms. Riesgo thanked everyone for their participation in the Relay for Life. She is very proud of everyone for helping us out as we are second out of 59 teams in fundraising, having contributed between \$6,000 and \$7,000.

Next Meeting: April 26, 2013

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CCMM – 4-12-13