

College Council Meeting Minutes  
March 18, 2016 - 1:00 p.m.  
Library Meeting Room

R. Smith, D. Norton, D. Pieper, F. Cambon, J. Cummings, A. Riesgo, C. Hopkins, K. Coghill

I. Approval of minutes. Minutes were approved as presented.

II. Agenda Items

a. Dean Job Description Feedback (A. Riesgo)

Ms. Riesgo reported that she received minimal changes to this job description. She plans to take it to Board of Trustees in April, and it will be posted.

b. Safety Committee Operations Plan (A. Riesgo, F. Cambon)

Ms. Cambon reviewed the manner in which this plan was developed. Since the Safety Committee is contractual Ms. Riesgo requested Ms. Nelson and Ms. Hopkins carefully review the document. She added that it will be good to send it out to groups for information; however, the associations need to agree. It may be something other committees can adopt as well. Ms. Cambon mentioned that it gives employees direction as well as where to go for information. There were several wording concerns. Ms. Riesgo will make necessary changes and forward to the appropriate groups.

c. College Council Participatory Governance Document  
(J. Cummings)

This document has been under revision for some time. Mr. Cummings will make some additional adjustments that have been discussed including 10+1 at the end of the mission and committee membership. The document will be reviewed at the April 15 meeting.

d. Board Study Session Agenda Review – March 31, 2016 (J. Cummings)

Mr. Cummings mentioned that we are working on possibly including some Student Scorecard information on the Study Session agenda. The Board Study Session will include a review of the Mission Statement revisions and the Institution Set Standards and Targets that are due to the Chancellor's Office June 15, 2016.

III. Other

Mr. Cummings mentioned the spring evaluation survey cycle, noting that the Institutional Effectiveness Committee recommended using computer labs for students to complete the surveys. He added that not having a Director of Institutional Effectiveness on campus has slowed the process. He also

mentioned that administering the student survey in paper form required a great deal of manual labor to take care of surveys last year. Discussion was held regarding when the surveys would be going out. Consensus was giving the survey two weeks after Spring Break to ensure faculty is informed. Discussion was held regarding the ramifications of sampling differently as people are reviewing the AUO side of the survey. Ms. Hopkins asked when the 16 week calendar will come to College Council, adding that it needs to be vetted. Some discussion took place regarding the classes that are presently offered in Yucca Valley. It was requested that the calendar be thoroughly vetted prior to the end of the semester. Consensus was that this has been reviewed.

Mr. Cummings and ASCMC President Randy Smith met regarding the Student Activity Center and the best way to establish more order there. Veterans have started to do some clean up. Mr. Cummings stated he is willing to close the center if we must. Perhaps a Town Hall meeting with students to find solutions that will work would be appropriate. He added this is an excellent leadership challenge for Mr. Smith and ASCMC. He further mentioned that it will be closed over Spring Break from Sunday to Sunday. Mr. Smith mentioned that locks on the television that would need to be checked out are being considered. A specific block of time and compromise are needed. There is support for some restraint and personal hygiene of some students is another an issue. It was noted that an increase in student related activity have taken place in the Quad 3 area.

Concern was also expressed that student is bothering one of our new employees in the library. It was mentioned that the library staff members are attempting to curtail this behavior. A suggestion was made that if it doesn't work, call security and have the student escorted out of the library.

#### IV. Tracking Chart Review

Several adjustments were made to the tracking chart dated 3/4/16.

Next Meeting: April 15, 2016