

College Council Meeting Minutes  
September 18, 2015 - 1:00 p.m.  
Library Meeting Room

F. Cambon, K. Coghill, J. Cummings, D. Gast, Z. Ginder,  
C. Hopkins, P. Kersey, S. Nelson, D. Pieper, M. Plummer, and  
A. Riesgo,

I. Agenda Items

a. IEC Committee Approval (J. Cummings)

Bring to next meeting for final review.

b. Integrated Planning Model (J. Cummings)

The group reviewed the present draft of the Integrated Planning Model dated 9/16/15.

c. Reorganization Update (J. Cummings)

Ms. Hopkins noted that the Faculty Association was concerned about the Associate Dean positions and asked if consideration of Success & Equity faculty coordinator rather than Associate Dean would be appropriate? Some discussion took place regarding supervision and counselor evaluations appropriate for faculty. Mr. Cummings responded that he is open to suggestions. If there is a benefit and it is better for the institution, we should consider it. Whatever effective Student Services looks like and will work effectively is absolutely on the table. All questions are very good questions. The coordinator is a challenge in terms of supervision and evaluation. Concern was expressed over this item. Ms. Hopkins mentioned that having experienced working with the SSSP group, Dean of instruction, Dean of Student Services could do evaluation of counselors and faculty and have a coordinator working with outreach and SSSP. Costs and 50% will be addressed, but we want to figure out details as we move forward rather than focusing on minutiae. This is a process and doesn't have to happen immediately. Concern was expressed that some of the classified positions are incorrect in the draft organizational chart that was sent out. There are some inaccuracies in the chart including some classified positions shown as technicians rather than specialists. Computer Science, Anthropology, Economics, PE, are in the wrong area. Mr. Cummings agreed that this is a very rough draft, but it really is a time for open dialogue. The survey box is up and he requested that individuals please move their comments forward.

d. Shared Governance College Council Description Page  
(J. Cummings)

This item will be on hold until the next meeting.

e. All Staff Day Results (J. Cummings)

Discussion was held as to what we should do with this information. Dr. Kersey mentioned that Mr. Danza has recently purchased a program, Atlas TI; however, it was for the wrong semester. Since we have it, perhaps we can plug it in and use it. This document is an advance concept of student success. Perhaps the program can organize and sort the information prior to distribution.

f. Active Shooter Training (J. Cummings)

October 13 is All Staff Day. Active Shooter Training is scheduled in the morning. Emergency response will be on hand. The actual event will be short with a debriefing. The afternoon will be open to other activities. Volunteers will be selected for the morning active shooter session. Business as usual will be the function on campus with shooter and emergency response to that. Ms. Riesgo expressed concern that if we need 30-50 people to participate in the event, we only have so many staff members available during that time. It was decided that we will get further clarification.

g. Committee Master Calendar (J. Cummings)

Discussion was held regarding a master committee calendar and it was suggested that a portal be placed on the website that will have all committee information as listed on the information sheet. Mr. Cummings' intent is to have all committees on the list. It was mentioned that members and alternates would be a good addition. The need for a calendar that shows when committees meet was also discussed. It was suggested that we add chair and contact information to this form. Some discussion was held regarding a program that could be used. A suggestion was made to have plug-ins for a calendar. Concern was expressed regarding the ability to keep it current. Additional discussion took place regarding parameters for the committees remaining constant. Senate sub-committees change each semester based upon the members' schedules. Ms. Riesgo recommended a document that will need to be updated, but draft a list of known committees until we are able to fine tune all of the details. Another suggestion was to add the date, how members are selected, and criteria for membership.

h. Memorandum of Understanding between CMCCD and Joshua Tree National Park (P. Kersey)

Dr. Kersey reported that this document is an opportunity for students to receive college credit when they are working as an intern. It is general for the time being. The areas will be expanded as time moves along. Upon completion of the internship, students would make a presentation. Dr.

Kersey mentioned that this has been under discussion with faculty for some time. It was decided that the Senate will take this item for information on October 1 and bring it back to College Council on October 2. Discussion took place regarding the meaning of qualified students and approval by the faculty member in the area and the Dean of Academic Affairs. It was noted that the college cannot guarantee we will have students and the park cannot guarantee that they will have someone to work with the students either. Mr. Pieper pointed out that the faculty member initiate interest based upon student ability. When working with the park, the faculty member will have to reach out to them to determine if anyone is available for this purpose. Dr. Kersey mentioned that the work experience form is being utilized as a draft. Dr. Kersey further mentioned that the course outline includes criteria for this purpose. Mr. Cummings pointed out that this document is a MOU not as binding as an actual contract.

i. Technology Committee Addendum (Z. Ginder)

Mr. Ginder reported that this addendum is a summation of a former plan. The intent is to close out what has and has not been done and then use it as a springboard for the next plan. It has constituent representation; however, he requested a thirty day review. It is an information item, but has components that may need limited input. Mr. Ginder stressed the need to ensure it is as correct as possible. It was decided that the thirty day constituent group review will be for factual errors.

j. Director of Institutional Effectiveness (A. Riesgo)

Ms. Riesgo requested that this document be reviewed as it will be on the October board agenda. She requested a sixty day review as we need to post the position. Mr. Cummings suggested we move ahead due to the need to process institutional set standards and other areas of vulnerability. Ms. Riesgo noted that we can include information on the job notification that it is pending board approval; however, she needs something with which to work. Mr. Cummings wants to ensure we are not infringing on faculty SLO assessment responsibilities and need to get it out there. We have received agreement with the Association regarding the transfer of duties and need to determine if there are other concerns. Alignment with roles and assessment with faculty members presently doing SLOAC and assessment was mentioned.

k. Student Success Strategy Resolution (D. Pieper)

Mr. Pieper reported this item was placed before the Senate yesterday and it is presently being re-worded. The changes are very constructive with primary emphasis as 100% student success based on student defined success rather than scorecard or legislated by the Chancellor's Office or

faculty. What does success mean to you? We want to create an atmosphere of success. Even if you enroll in one course and your definition for success is to pass that one class, we actually improve the scorecard in other measured ways. That is the premise and details are under consideration. Mr. Cummings hopes it will significantly inform the Educational Master Plan. This may well bring statewide if not national attention to CMC. He added that in the form of a resolution it is very powerful. Every community college in the state is grappling with this very topic and it should be really interesting.

I. Two-year Course Rotation Resolution (D. Pieper)

Mr. Pieper reported that the Senate adopted a resolution regarding the two-year course rotation. He mentioned this is a result of the need for a better vetting process. Resolve to have any changes in two year course rotation vetted through curriculum to ensure student completion in two years. This is something that we will focus on as time moves along. It will bring clarity in the area as well as alignment with SEPs for students and counselors. It will provide a better idea for budgeting purposes for course offerings. Dr. Kersey pointed out that it is good that this topic was brought forward. Mr. Pieper reviewed the possible repercussions of not having this type of resolution.

m. ASCMC Constitution & Bylaws (D. Adams)

This item was brought forward for information and a forty-five day review period was recommended. Concern was expressed that on page 3, section 7 of the Constitution, a change was made from faculty to CMC employee as the advisor.

II. Other

Ms. Riesgo – next College Council meeting is October 2 – report active shooter information – decide if we want a meeting or reschedule.

Mr. Ginder recommended SOC readmission be reviewed.

III. Tracking Chart Review

Next Meeting: October 2, 2015