

College Council Minutes  
December 1, 2017 - 1:00 p.m.  
Library Meeting Room

B. Bilger, K. Coghill, J. Cummings, J. Haig, C. Hopkins,  
B. McFadden, D. Norton, M. Plummer, and J. Zwicker

I. Agenda Items

a. Approval of minutes – November 17, 2017

The minutes were approved as presented.

b. Accreditation – standing item (J. Cummings/J. Kevari)

Mr. Cummings pointed out that the rough writing for the Accreditation Report is due today. Mr. Kevari and Ms. Hinton are compiling all we have. He added that everyone is continuing to do the best we can.

c. Board Policies – Return from constituent review

i. BP 5030 – Fees (D. Norton)

A question came up regarding specifying the fees. Dr. Norton reported that fees will be specified in the administrative procedure, but not board policy. Consensus was to move forward.

ii. BP 5110 – Counseling (D. Norton)

An associate degree or higher from an accredited institution – move forward with change.

iii. BP 5130 – Financial Aid (D. Norton)

Consensus was to move forward as corrected.

iv. BP 5400 – Associated Student Organization (D. Norton)

Consensus was to move forward as corrected.

v. BP 5410 – Associated Student Elections (D. Norton)

Consensus was to move forward as submitted.

vi. BP 5420 – Associated Students Finance (D. Norton)

Consensus was to move forward as corrected.

d. Board Policies – Introduce for constituent group review

i. BP 7330 – Communicable Diseases (B. Bilger)

This policy was discussed and will be sent back to Human Resources as the timeframe is no longer three years

ii. BP 7360 – Discipline Academic Employees (B. Bilger)

Consensus was to send out for constituent group review.

iii. BP 7510 – Domestic Partners (B. Bilger) Consensus was to send out for constituent group review.

iv. BP 7700 – Whistleblower (B. Bilger) Consensus was to send out for constituent group review.

- v. BP and AP 3500 – Campus Safety (J. Cummings) Consensus was to send out for constituent group review.
- vi. BP and AP 3501 – Campus Security and Access (J. Cummings) Consensus was to send out for constituent group review.
- vii. BP and AP 3505 – Emergency Response Plan (J. Cummings) – Consensus was to send out for constituent group review.
- viii. BP and AP 3515 – Reporting of Crimes (J. Cummings) Consensus was to send out for constituent group review.
- ix. BP 5210 – Communicable Disease (D. Norton)
- x. BP 5300 – Student Equity (D. Norton)
- xi. BP 5510 – Off-Campus Student Organizations (D. Norton)
- xii. BP 5570 – Student Credit Card Solicitations (D. Norton)
- xiii. BP 5700 – Athletics (D. Norton)
- xiv. BP 5800 – Prevention of Identity Theft in Student Financial Transactions – (D. Norton)

Dr. Norton introduced the preceding policies and all will be sent out for constituent group review.

- e. Integrated Plan (J. Abell, Z. Ginder, J. Kevari, K. Muchenje, D. Norton)

There were no comments; therefore, the plan will go forward to the Board of Trustees.

- f. Guided Pathways (J. Abell, Z. Ginder, J. Kevari, K. Muchenje)

There were no comments; therefore, the plan will go forward to the Board of Trustees.

- g. Catalog language, certificate policy deletion (D. Norton)

No comments.

- h. Facilities Master Plan (M. Plummer)

Ms. Plummer reported that at the last Facilities Master Plan Meeting, there were a number of grammatical items that were addressed and are being put into the document. It was determined that references to the Master Plan will be left in the document. Ms. Plummer noted that information regarding a Cultural Center was added from a document that was sent from Cathy Allen

- i. First Year Experience Specialist Job Description 1<sup>st</sup>Read (B. Bilger)

Mr. Cummings stated that it appears that this job description was drafted during an interim timeframe and was completely off the radar. The job description was in a hiring file; however, upon searching through College Council and Board documents we were unable to find the information. This will be a first read and will go to Board of Trustees for a parallel first reading in

December. Mr. Cummings requested a mulligan for this one, as it was an honest mistake.

j. Other

Mr. McFadden mentioned that he has received reports that there are not enough feminine hygiene products in the machines throughout the campus.

Ms. Plummer responded that she will make sure that this concern is addressed.

k. Tracking Chart Review (J. Cummings)

Mr. Cummings carefully reviewed the tracking chart and changes will be noted in the December 15 Tracking Chart.