

College Council Meeting Minutes
December 9, 2016 - 1:00 p.m.
Library Meeting Room

J. Cummings, D. Norton, C. Hopkins, D. Pieper, B. McFadden,
S. Nelson, H. Joel, J. Kevari, C. Yanez, M. Plummer, and K. Coghill

I. Agenda Items

a. Approval of minutes – November 18, 2016.

Approved as presented.

b. CMCCD Injury, Illness and Prevention Program IIPP (M. Plummer)

Ms. Plummer reported that this is a living document. She requested it be sent out for constituent group review. Mr. Cummings added that a Joint Safety Committee Meeting will be scheduled in February.

c. BP 3100 – Organizational Structure (H. Joel)

d. AP 3100 – Organizational Structure (H. Joel)

e. BP 3200 – Accreditation (H. Joel)

f. AP 3200 – Accreditation (H. Joel)

g. BP 3225 – Institutional Effectiveness (H. Joel)

h. BP 3250 – Institutional Planning (H. Joel)

Mr. Joel reported that he has written 122 policies, adding that if we do 3-4 at a time, this is going to take quite a while. He recommended putting items in a group as we did for the Business area. After first of year he stated that we will put these items together and make it happen. There were no questions, and it was determined that these items will return to College Council on 1/20/16.

Ms. Hopkins stated that Intellectual Property is a negotiable item. She plans to put in a request to bargain regarding this topic, and it was determined that this item will be placed on hold.

i. ~~Energy~~ Emergency Response Training January 11, 2017
(J. Cummings)

Some discussion took place regarding this topic and how we will proceed going forward regarding Emergency Response Training. Plans are underway for this important training scheduled January 11, 2017.

j. All Staff Day January 12, 2017 (J. Cummings)

Mr. Joel has been working on the program for the upcoming All Staff Day. It will include an introduction to mental health from 11:00 -12:00. Dr. Norton added that there will be follow up with on-line training.

- k. Campus Update (J. Cummings)
- l. Brown Bag Series (J. Cummings)

These topics were addressed together. Mr. Cummings asked the group if the Brown Bag Series sessions are proving to be beneficial to our campus. The intent is to increase communication throughout the campus. It was mentioned that Classified Senate has been having guest speakers at their meetings. Mr. Cummings added that suggestions are welcome and stressed the importance of good communication.

II. Other

- a. Distance Education Coordinator Duties List (D. Norton) – this item was added to the agenda at the meeting.

Dr. Norton mentioned that there has been some discussion regarding this topic, Faculty Association has worked on this item as presented, and it is being brought forward today for constituent group information. Mr. Joel recommended release time, and 20% release time was noted. Transparency is the purpose of the information, and administrative approval is the intent. It was noted that we may need to add this position to the Tech Com committee. It was also mentioned that a full-time faculty member could take on this assignment with release time.

b. Ms. Plummer mentioned that Ms. Emily Helm was the successful candidate for the position in the Student Success Center; therefore, Jacque will now be working with Jerry.

III. Tracking Chart Review

Next Meeting: January 20, 2016

kc
CCMM – 12-9-16