

College Council Meeting Minutes
May 19, 2017 - 1:00 p.m.
Library Meeting Room

J. Kevari, J. Haig, K. Coghill, J. Cummings, M. Cruz, M. Plummer,
D. Norton, F. Cambon, and C. Hopkins

I. Agenda Items

a. Approval of minutes – May 5, 2017

As presented.

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

Mr. Cummings stated that Accreditation will be a standing item on the College Council agenda until we are finished with our self-study. Mr. Kevari mentioned that the current status is that each standard has people assigned and each standard should have had their first meeting. The administrators co-chairing the standards met today and will reach out to acquire rough outlines during summer for fall. Professor Itnyre has agreed to review the report and ensure writing is in one voice. Initial analysis will take place in order that during fall flex the plan will be brought forward for the campus community. The report is due in ~~March 2019~~ **December 2018** to the ACCJC and the bulk of the work is Standards 2 and 3. The Board of Trustees has asked for a workshop in September regarding standard 4 and it is being planned. An Institutional Fact Book will be produced as the Institutional Effectiveness Report is not detailed enough. Certain documents will be created and stored on the SAN that committees can go to for quick reference. It will also contain an evidence file with common documents. A template has been created with a folder for access to include a timetable with hard deadlines. Initial analysis will take place during the second week of June with continued review toward the end of June and into July. Mr. Kevari plans to have a product by July 21 so it can go out to everyone prior to August flex.

c. Board Policies – In process (J. Cummings)

- i. BP 2510 – Participation in Local Decision Making
- ii. BP 2750 – Board Member Absence from State
- iii. BP 2720 – Communications Among Board Members
 1. Will be working at the Board meeting...boundaries of a serial meeting will be better defined.
- iv. BP 2210 – Officers of the Board
- v. BP 3280 – Grants
- vi. BP 3300 – Public Records

Consensus was that all of these board policies will move forward to the Board.

d. Administrative Procedure – In process (J. Cummings/D. Pieper)

- i. AP 3755 – Marketing

Mr. Cummings has not heard back regarding the items including the SOPs, and we will work over the summer with a draft to come back.

ii. AP 2015 – Student Member(s) Student Trustee Training

This administrative procedure is still under review.

iii. AP 7400 – Travel (M. Plummer)

Ms. Plummer included changes and it was approved with the changes.

e. SSSP Equity Plan (J. Kevari)

Mr. Kevari brought this document forward for information and explained that a rubric was utilized to prioritize it from a budgeting perspective. It is a collaborative effort with resources to be used by 2018 for core services. Robust discussion regarding future funds and how the funds should be utilized was noted. Equity includes more one time expenditures as opposed to reoccurring expenditures. It was agreed that bringing the plan to College Council gives transparency to the plan. The types of budgets that come forward was mentioned as well as restricted funds as another concern and what role does Budget Advisory Committee play as opposed to College Council. Individual groups align their funding with the rest of the institutional priorities. Work of the committees was acknowledged and where they dovetail with program review was noted. Instructional equipment and lottery go to BAC directly without a committee. Is there a categorical funding committee to ensure dialogue, maybe it is not College Council, but some other shared governance committee. This needs to be appropriately vetted. Mr. Cummings mentioned a visual of all of the different programs and how they link including a report regarding how information gets out to the college community. SSSP came late in the year and we were working hard to accomplish the plan. Mr. Cummings stated that these are good conversations as we are talking about connecting the dots as well as the items that should be out for constituent group review.

f. Summer College Council Meeting Schedule (J. Cummings)

Concern was expressed regarding what may realistically be accomplished during the summer for College Council. Consensus was to go dark in July unless there is an issue and definitely have a meeting on Wednesday August 2. BAC meeting on June 12 to include discussion regarding all budgets and if information should go there or to College Council.

II. Other

Mr. Kevari is participating with the Institutional Effectiveness Partnership Resource Team. Utilizing this for enrollment management was mentioned.

III. Tracking Chart Review

The Tracking Chart was reviewed and will be updated accordingly.

Next meeting: June 14, 2017