

College Council Meeting Minutes

May 5, 2017 - 1:00 p.m.

Library Meeting Room

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

I. Agenda Items

a. Approval of minutes – April 21, 2017

Minutes were accepted as presented.

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

i. BP 2510 – Participation in Local Decision Making

ii. BP 2750 – Board Member Absence from State

There were no comments on either policy and it was determined that they should move forward to the Board of Trustees.

c. Board Policies – New (J. Cummings)

i. BP 2431 – CEO Selection

ii. BP 3530 – Weapons on Campus

Some discussion took place regarding the use of knives as food utensils. This Board Policy will be going out for constituent group review. The language will be reviewed and a process will be added regarding authorization or a statement when knives are appropriate for classroom and food preparation use to include tools, and possibly mention that individuals may be authorized to possess such an instrument during the course of his/her employment.

iii. BP 2717 – Personal Use of Public Resources

It was decided that a 30 day review period would be sufficient for BP 2431, 3530, and 2717 and they will come back to College Council in June.

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

i. AP 3755 – Marketing

Concern was expressed that these SOPs were too prescriptive. There are certain things people are allowed to do that may be outside the scope of this procedure. It was clarified that if there were a labor dispute, the union does not have to go to the President's Office to speak with the media. Guidelines should be relative as to how to address the media. Discussion at an all staff day was suggested. Concern was expressed about individuals giving improper information to the media. Mr. Cummings will return these

suggestions to the committee for additional refinement. This procedure is still out for review.

e. Administrative Procedure – New (J. Cummings)

i. Student Trustee Training and Responsibilities

At the direction of the Board of trustees, Mr. Cummings has developed an Administrative Procedure for consideration. It will be emailed out to College Council.

ii. AP 3530 – Weapons on Campus

This Administrative Procedure will be reviewed with the Board Policy.

f. Tech Comm Committee Resource Allocation Prioritization – preliminary discussion – final due 5/5/17) (D. Norton)

It was requested that the District carry over the resources in order to replace Smartboards/symposiums and it will be brought forward to the Budget Advisory Committee on Monday. Consensus was that the group would like to come up with a replacement plan in early fall. Dr. Berger is now involved as the chair of the committee and will be working on this project. The group agreed that this is appropriate and will provide with a significant upgrade.

g. Educational Support Specialist Job Description (replaces Administrative Assistant I) – preliminary discussion – final due 5/5/17 (D. Norton/B. Bilger)

There was no feedback regarding this item and consensus was that it should move forward to the Board of Trustees.

h. Fiscal Services Accountant Job Description (M. Plummer/ B. Bilger)

There was no feedback regarding this item and consensus was that it should move forward to the Board of Trustees.

i. Men's and Women's Head Coach Positions (J. Cummings/ B. Bilger)

There was no feedback regarding this item and consensus was that it should move forward to the Board of Trustees.

j. CMC Student Athlete Handbook (J. Cummings/D. Norton)

Dr. Norton recommended that the handbook not be a basketball specific document. On page 3 – expected to perform to the best of their ability. Be resolved by school policy. In the last paragraph, we encourage. No semi-colon after traits. Hyphenations need to be consistent as well as some

grammar and punctuation. Ensures at the beginning. Mr. Pieper, Dr. Norton, and Mr. Heinemann will give their suggestions to Mr. Cummings.

k. Summer College Council Meeting Schedule (J. Cummings)
Discussion took place regarding having the summer College Council Meetings during June, July, and August on the same day as Agenda Review Meetings. It was decided that the June meeting will be on June 14 with July and August are to be arranged.

II. Other

Official letter from Carlyle Carter announcing that Copper Mountain College has been officially placed in the Orange/Empire Conference for inter-collegiate basketball in the fall.

Ms. Plummer received feedback regarding AP 7400 Travel and will bring it back with edits to the May 19, 2017 College Council Meeting.

III. Tracking Chart Review

A number of items were moved to the completed category and the tracking chart will be updated.

Next meeting: May 19, 2017

kc
CCMM – 5-5-17