

**College of the Siskiyous  
Campus-Wide Standing Committee  
Self-Evaluation Form**

<b>Committee Name</b>		College Council			
<b>Committee Charge (Summary)</b>		College Council is the primary participatory governance group whose mission is to engage constituent groups in decision-making processes on matters of institutional significance. In carrying out this mission, the roles of College Council are divided into two general categories: (1) to advise the Superintendent/President by reviewing and providing input on college policy, administrative procedures, and significant budget allocations; (2) to serve as liaisons between College Council and the constituent groups for all information and suggestions on matters of institutional significance.			
<b>For Academic Year:</b>		2015-2016		<b>Date of Evaluation:</b> May 10, 2016	
Month	Mtg Date	# Members Present	Agenda Sent 1=Yes 0=No	Minutes Posted 1=Yes 0=No	Please list the major issues or tasks addressed at each meeting
August	18	8	1	1	Discussed College Council meeting time for the fall semester; discussed the role of College Council; approved minutes of May 12, 2015; recommended approval of the 2015/2016 Budget; informed that the City of Weed would be forming a group to review the city's master plan; noted the addition of Melissa Green – Vice President-Student Services, Dr. Todd Scott – Vice President-Instruction, Ed Kephart – Kinesiology Instructor/Soccer Coach, Michelle Knudsen – Counselor, and Mike Wilson – Fire Instructor.
September	22	8	1	1	Approved minutes of August 18, 2015; recommended approval of adoption of Administrative Procedure 3225; recommended approval of revisions to Board Policies 3510, 5050, 6100, 5010, 5110, 6340, 5030, 5130, 6400, 5040, 5700, and 7110; noted that our governance committees would be emailed the Campus-Wide Standing Committee Self-Evaluation form to complete for 2014-2015; and received an update on the Accreditation Self Study.
October	13	9	1	1	Approved minutes of September 22, 2015; recommended approval of revisions to Administrative Procedures 3420, 3430, 3501, 3510, 3515, 4102, 4222, and 5010 and tabled Administrative Procedure 4105; were informed that the Governor signed Assembly Bill No. 288 regarding Dual Enrollment, and learned that the schools facilities bond initiative secured enough signatures to qualify for the \$9 billion dollar education bond to be placed on California's November 2016 Ballot
October	27	0	0	0	Meeting canceled due to lack of quorum.
November	10	9	1	1	Approved minutes of October 13, 2015; recommended approval of the 2016-2017 Academic Calendar; recommended approval of the new Administrative Procedure 6345; recommended approval of revisions to Administrative Procedures 3540, 3560, 5015, 5030, 5040, 5110, 5130, 5520, 5530, 6100, 6340, 6700, 7110, 7211, and tabled Administrative Procedure 5050; and approved College Council's Self-Evaluation for 2014-2015.
December	8	9	1	1	Approved minutes of November 10, 2015; received an update on Accreditation; received the proposed Institutional Master Plan (IMP), and recommended approval of revisions to Administrative Procedures 5011, 5020, 5050, and tabled Administrative Procedure 5700.
January	11	6	1	1	Approved minutes of December 8, 2015; recommended approval of the Institutional Master Plan (IMP); recommended approval of revisions to Administrative Procedures 5700; and recommended approval of revisions to Board Policies 5030 and 7130.

January	26	10	1	1	Approved minutes of January 11, 2016; received an update on spring semester enrollment; received an update on the State Budget; recommended approval of adoption of Administrative Procedure 7160; recommended approval of revisions to Administrative Procedures 1200, 2015, 2105, 2110, and 3900; and recommended approval of Board Policies 1100, 1200, 2010, 2015, 2100, 2105, 2110, and 7330.
February	23	7	1	1	Approved minutes of January 26, 2016; received updates on Accreditation, enrollment, the Ellucian Project, and budget; recommended approval of revisions to Board Policies 2200, 2210, 2220, 2305, 2310, and 2315; informed that Chartwells would be leaving COS at the end of May and that the CTE Department acquired a new structure engine.
March	22	8	1	1	Approved minutes of February 23, 2016; received an update on Accreditation; recommended approval of the Ellucian Action Plan; recommended approval of revisions to Board Policies 2320, 2330, 2340, 2345, 2350, 2355, 2360, 2365, and 2410; and recommended approval of revisions to Administrative Procedures 2320, 2340, 2345, 2360, 2365, and 2410; and discussed creating a style guide for Administrative Procedures and Board Policies.
April	26	9	1	1	Approved minutes of March 22, 2016; recommended revisions to Board Policies 2430, 2431, 2432, 2435, 2510, 2610, 2710, 7110, 7140, 7210, 7250, tabled 7100, and recommended approval of revisions to 7218 via an email vote; recommended revisions to Administrative Procedures 2435, 2510, 2710, 7110, and tabled 2610; received an update on Accreditation; discussed the Campus-Wide Standing Committee Self-Evaluation Form; reviewed the Budget Augmentations for 2016-2017; and tabled agenda item entitled, "Style Guide."
<b>Avg Attendance</b>		<b>8</b>			

**Major Accomplishments or Achievements in Past Year**

1. Reviewed all of the Administrative Procedures and Board Policies in a timely manner.
2. Plan to create Style Guide.
3. Reviewed major College initiatives.
4. Good dialogue, open communication – ability to speak freely and ask questions or make statements when appropriate.
5. Better participatory governance.


**Major Obstacles or Problems with Committee**

1. Time spent on discussing grammar.
2. So much time spent on Board Policies that addressing other "matters of institutional significance" were not.
3. Didn't feel as if the Committee was "advising" the President.
4. Overly dependent on League Language as well as recommendations for improving process or efficiency

**Recommendations for Improving Process or Efficiency**

1. Implementation of Style Guide.
2. Set goals beginning of year.
3. Post mission of Council on agenda to remind members of our purpose.
4. Discuss how we, as individual members, would carry out this mission.
5. Screen additional revisions to the Board Policy so that technical errors are corrected before the Committee reviews so that time can be spent on content.
6. Change Dates: Should be June 1 or something that does not require mid-semester training.

Review of Goals from Previous Year & Related Institutional Goal	1. To have an ASB representative present every time we meet.
	2.
	3.
Committee Goals (if appropriate) for Coming Year and list Related Institutional Goal	1. Designate agenda items for members to discuss information and suggestions on matters of institutional significance. Related to: Institutional Goal:
	2. Style Guide Related to: Institutional Goal:
	3. Related to: Institutional Goal:
	4. Related to: Institutional Goal:

Chair/Co-Chair Signature                      X                      

*Typed or Printed Name*

Chair/Co-Chair Signature                      X

*Typed or Printed Name*

**College of the Siskiyous Institutional Goals**

**Goal #1:** Promote and support educational goal completion for all students.

**Goal #2:** Sustain institutional health and vitality to meet the needs of the community.

**Goal #3:** Evaluate institutional effectiveness for continuous improvement.

**College of the Siskiyous Mission**

*College of the Siskiyous promotes learning and provides academic excellence for the students of Siskiyou County, the State of California, the nation and the world. COS provides accessible, flexible, affordable, and innovative education leading to associate degrees, certificates, college transfer, career and technical education, workforce training, and basic skills preparation.*