

If there are any questions or concerns regarding the minutes, please contact your constituent representative for additional information or clarification.

**COLLEGE COUNCIL
MINUTES
September 26, 2018**

The following members were present:

Dr. Stephen Schoonmaker – President
Hallie Coppi – Faculty Representative
Jayne Turk – Faculty Representative
Emma Furman – Student Representative
Christina Van Alfen – ASM Representative
Stephanie Wroten – ASM Representative
Josh Collins – Classified Representative
Debbie Dutcher – Classified Representative
Darlene Melby – Administration Representative

Absent:

Theresa Richmond – Administration Representative
(Currently one Student Representative Position is vacant.)

Also Present:

Melissa Green, Vice President – Student Services
Eric Rulofson, Director – Facilities
Sheila Grimes – Recording Secretary

The meeting was called to order at 3:37 p.m. by Dr. Schoonmaker.

Consent Agenda

Item 1. Approval of Minutes

It was moved and seconded (Collins/Turk) to accept the minutes of the September 12, 2018 College Council meeting. The motion carried with the following vote: 8 ayes, 0 noes, 1 absent.

Regular Agenda

Item 2. Council's Goals for 2018-2019

Dr. Schoonmaker stated that College Council's goals should follow the goals set by the Board of Trustees and that our work should enhance the completion of the Board's goals.

The Council reviewed their Annual Report for 2017-2018. It was determined that this Council has completed the following two goals set for 2018-2019:

- Explore Zoom so that members who are off campus who wish to participate in meetings can do so. *College Council meetings are now video-conferenced to the Yreka Campus.*
- Revise the charge of College Council. *The Council reviewed and discussed their charge at the September 12, 2018, meeting and decided not to make any amendments.*

Item 2. Council's Goals for 2018-2019 (Cont'd)

In reviewing the Committee's Goals for 2017-2018, the Council determined that the following three goals be added to the goals for 2018-2019 as well as the charge of the Council:

- Finalize the Participatory Governance document.
- Received input from constituent groups and/or other councils to be shared at College Council.
- Continue to review Board Policies and Administrative Procedures in a timely fashion as stated in Administrative Procedure No. 2410.
- College Council is the primary participatory governance group whose mission is to engage constituent groups in decision-making processes on matters of institutional significance.

Jayne Turk shared that Academic Senate will be appointing faculty members to the various committees at the end of the spring term for the following year. Emma Furman will take this request to ASB and inquire if the student representatives could also be appointed to the various committees at the end of the spring term for the following year.

The Council will review their goals at their next meeting. Until then, if anyone has additional goals they would like added to the list, please share these ideas via email with all members of the College Council.

Item 3. Injury and Illness Prevention Plan

Eric Rulofson stated that there were a total of nine changes made to the Injury and Illness Prevention Plan. Seven of these amendments have already been included in the version in which the Council reviewed. These changes were not substantive changes but mostly typographical errors, position changes, title changes, etc. Eric will ensure that the forms included in this Plan are the same forms that appear on our website. The following two additional changes were noted:

- Page 2 – Darlene Melbey was corrected to Darlene Melby
- Page 7 – Executive Director of Human Resources changed to Associate Vice President – Human Resources

In regards to the Mandatory Reporter noted at the bottom of Page 12, Jayne Turk expressed her concern that class rosters do not contain birthdates; therefore, the instructors do not know if they have minors in their classrooms. This poses a problem if a Megan's List Sexual Predator is enrolled in a class and the students are placed in groups. Within these groups, there is a possibility that a group could contain a minor and a sexual predator. Josh Collins noted that listing birthdates on class rosters could lead an instructor to stereotyping their students which could be considered ageism. Dr. Schoonmaker requested that Mandated Reporter Age Identification be added to the next agenda and that Melissa Green invite those individuals who could speak on the subject of birthdates on class rosters and how do we notify students that this information is being published on rosters as well as someone who could speak on ageism. It was suggested that Student Services Council explore how we as a college go about collecting Megan's Law reporting information and ensure that we do not put anyone in harms way.

It was moved and seconded (Collins/Turk) to recommend approve of the Injury and Illness Prevention Plan with the above noted corrections. The motion carried with the following vote: 8 ayes, 0 noes, 1 absent.

Item 4. Governance Model Finalization

In viewing the Governance Model, Jayne shared that the concerns of the Academic Senate were overrepresentation of Administration on committees including hiring committees. The faculty

Item 4. Governance Model Finalization (Cont'd)

are concerned with the membership of the proposed ASM Senate. Dr. Schoonmaker stated that the membership of the proposed ASM senate is the original membership of ASM and that the vice presidents and deans are not part of this group. Jayne Turk requested that she be provided with a membership list of the proposed ASM Senate. Dr. Schoonmaker stated that a request will be made for Human Resources to provide her with this information.

It was moved and seconded (Collins/Dutcher) to recommend acceptance of the Governance Model. After discussion, the motion failed. It was determined that the Governance Model be brought back to the next College Council meeting for further discussion.

Item 5. Other

Dr. Schoonmaker shared that it has been called to the Board of Trustees attention that we are in violation of the California Voting Rights Act because our Board members are elected by an at-large election rather than a by-Trustee-Area election. Therefore, at the August Board of Trustees meeting, the Board voted to initiate a proposal to adopt by-Trustee-Area elections for the Board members rather than the current at-large elections. Two public hearings have been held regarding this topic. At the September Board of Trustees meeting, the Board of Trustees voted to approve the District's intention to officially adopt the District's Plans for "by-trustee-area" elections. Again, two more public hearings will be held regarding this topic. Part of this proposal involves changing Board Policy No. 2100 regarding elections. Dr. Schoonmaker distributed the revised Board Policy (BP) No. 2100. Revised BP 2100 has been forward to our legal counsel to review; however, as of today, we have not received any feedback. Once feedback has been received from legal counsel, Dr. Schoonmaker will send the updated BP 2100 to the Council to be shared with each members' constituency group. Therefore, BP 2100 will be brought back to the next College Council meeting. Dr. Schoonmaker urged the Council to talk to their constituency groups regarding the revised language prior to the next College Council meeting.

A discussion was held at President's Cabinet regarding cost containment. Cost Containment is a way for us to examine ways in which we can be the best stewards of public dollars. It was decided that councils periodically brainstorm cost containment ideas and forward them to College Council for further discussion. Presentations on how the College has saved money will be shared with the campus community at the All Campus meetings.

Item 6. Adjournment

There being no further business, the meeting was adjourned at 5:13 p.m.