



Wednesday, Feb. 26, 2020
3:30 - 5:00 pm
Board Room

COLLEGE COUNCIL MINUTES

- ✓ Dr. Stephen Schoonmaker (Chair)
- ✓ Josh Collins
- ✓ Hallie Coppi
- ✓ Debbie Dutcher
- Bela Fujimoto
- Nancy Miller
- ✓ Char Perlas

- Theresa Richmond
- ✓ Michael Souza
- ✓ Jayne Turk
- ✓ Stephanie Wroten
- ✓ Debbie Goltz (Minutes)

Resources: Cora Brownell,
Desiree Kaae

Committee's Charge

College Council is the primary participatory governance group whose mission is to engage constituent groups in decision-making processes on matters of institutional significance.

MINUTES

Dr. Schoonmaker called the meeting to order at 3:30 p.m.

1. Approval of Minutes of the January 29, 2020 College Council meeting
It was moved and seconded (Collins/Dutcher) to approve the minutes of the January 29, 2020 meeting. There was no discussion. Motion carried with five ayes, no nays, and one abstention (Collins).
2. Review meeting day and time for spring semester
After much discussion and comparison of schedules, it was decided that Wednesdays at 3:30 will still continue to be the best time for the group to meet. Dr. Schoonmaker and Debbie will confer with council members who are absent to confirm with their schedules.
3. Review and approve 2020/21 Budget Development Assumptions
(CP/JC) MSC Hallie, Michael, Stephanie, Char ayes/Jayne Opposed/Collins and Dutcher abstention
Kent Gross spoke to the group about the Budget development assumptions and reviewed the handout as well as the process the District will be going through for the Budget Development process. He answered questions from the Council members. It was moved and seconded (Perlas/Collins) to approve the 2020/2021 Budget Development Assumptions. Motion passed with four ayes (Coppi, Souza, Wroten, Perlas), one nay (Turk), and two abstentions (Collins and Dutcher).
4. Cost Containment
Dr. Schoonmaker reviewed the input received from the campus community on ideas for closing the budget gap. Ideas ranged from how to increase revenue, salary and health and welfare benefits reduction, and operating costs. He expressed his appreciation for everyone who took the time to share their ideas. Council members also recommended moving to automatic light switched and LED light bulbs.
JC: recommended automatic light switches and LED light bulbs
5. Updates from Governance Groups
 - a. Academic Senate – Jayne Turk reported that a representative from State Academic Senate was here recently. She met with the senate executive team in the morning. She had an afternoon session with the senate as well as members from all employee groups. There was great discussion with ideas and topics that Jayne will be bringing back to College Council. Jayne said she will be sending the PowerPoint from the presentation to the College Council members.
 - b. ASM – Stephanie Wroten reported that she did not attend the last ASM meeting, but knows they are looking into revising some policies and procedures. Doug will be meeting with Dr. Schoonmaker for an initial conversation regarding those.
 - c. Classified Senate – Josh Collins reported out from some of the various committees and councils he's attended.

- d. ASB – Michael Souza reported he wasn't able to attend the last ASB meeting. He reported that they are planning a spring festival. They are also trying to find a meeting time that works for the ASB members.
 - e. IPB – Jayne Turk reported that IPB approved the budget assumptions at their last meeting and open hearings are now scheduled. They also approved moving forward with the physics/astronomy/math and business/computer science/economics positions.
6. Approval of Reviewed and/or Revised Board Policies/Procedures
- a. Review only – no changes:
 - b. Minor formatting/stylistic changes, League changes, or non-substantive changes:
 - 1) BP/AP 4230 - Grading and Academic Record Symbols
Dr. Perlas reviewed the minor changes made at Instruction Council as well as by Student Services.
It was moved and seconded (Collins/Wroten) to approve BP 4230 and AP 4230. The motion was amended with a second (Collins/Wroten) to approve BP 4230 and table AP 4230, sending it back to Academic Affairs for clarification on point of view of the posting of grades section. Motion carried unanimously.
 - 2) AP 4500 – Student News Media Academic Affairs
Questions were raised about whether this Administrative Procedure applied to learning opportunities and activities as part of a course or to material produced outside of the classroom. Dr. Perlas will address adding that definition. It was moved and seconded (Collins/Dutcher) that AP 4500 be tabled for further review. Motion carried unanimously.
 - 3) BP 6100 – Delegation of Authority, Business, and Fiscal Affairs Admin Services
Desiree Kaae from Administrative Services reviewed the board policy with the Council. It was moved and seconded (Turk/Perlas) to approve BP 6100. Motion carried unanimously.
 - 4) BP 6150 – Designation of Authorized Signatures Admin Services
BP 6150 is returning to College Council after being sent back to Administrative Services for more work. The corresponding Administrative Procedure requires more work. It was moved and seconded (Turk/Dutcher) to approve BP 6150. Motion carried unanimously.
 - 5) AP 6365 – Accessibility of Information Technology Admin Services
Desiree Kaae reviewed the Administrative Procedure with the Council. The only change was adding the government code section. It was moved and seconded (Turk/Perlas) to approve AP 6365. Motion carried unanimously.
 - 6) AP 6800 – Safety Admin Services
BP 6800 has already been approved. Extensive changes were made by Administrative Services in the fall. College Council made more changes, which were accepted by Administrative Services, including a few more. It was moved and seconded (Turk/Wroten) that AP 6800 is ready for the Board after a few nonsubstantive/typographic changes are made.
 - 7) BP 6900 – Bookstores Admin Services
It was moved and seconded (Turk/Wroten) to approve BP 6900 without changes.
 - c. Substantive content changes or revisions:
 - 1) AP 4255 – Dismissal and Readmission Academic Affairs
Dr. Perlas reviewed the changes that have been made as this Administrative Procedure has gone through the process. Changes have been made to reflect league language, verbiage, and titles.

Discussion was held and enough questions were raised that Dr. Schoonmaker recommended the AP be sent back to Instruction Council. He asked Dr. Perlas to bring Josh Collins and Meghan Witherell in on the rewrite. It was moved and seconded (Turk/Wroten) to approve AP 4255. That motion was later amended (Turk/Wroten) to table AP 4255 and send it back to Academic Affairs. Motion carried unanimously.

- 2) AP 4260 – Prerequisites, Co-Requisites, and Advisories Academic Affairs
This item was skipped due to time constraints.

- 3) BP/AP 4106 – Nursing Programs Academic Affairs
Cora Brownell presented this BP/AP to the Council and reviewed the changes that have been made. Due to the number of questions asked, it was suggested the AP return for further clarification in language regarding the nursing program screening process. It was moved and seconded (Collins/Wroten) to approve BP/AP 4106. This motion was amended (Collins/Wroten) to approve BP 4106 with friendly amendments and table AP 4106 for further review by Cora Brownell and Academic Affairs. Motion carried unanimously.

The following BP/APs were skipped due to time constraints:

- 4) BP/AP 6300 – Fiscal Management Admin Services
- 5) AP 4105 – Distance Education Academic Affairs
- 6) BP/AP 6620 – Naming of District Property Admin Services

- 7. Other
 - Good of the Order
 - Future Agenda Items

8. Adjournment: It was moved to adjourn (Turk) at 5:16 p.m.

Upcoming College Council meeting dates and times: 2nd and 4th Wednesdays, 3:30-5:00 p.m.

~~December 11, 2019~~

~~January 29, 2020 (added) no quorum~~

~~February 12, 2020 no quorum~~

~~February 26, 2020~~

March 11, 2020

April 1, 2020

April 8, 2020

April 22, 2020

May 8, 2020 (added)

May 13, 2020 Joint Mtg with IPB