

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

**COLLEGE COUNCIL
MINUTES
March 22, 2016**

The following members were present:

Scotty Thomason – Superintendent/President
Dr. Todd Scott – Administration Representative
Melissa Green – Administration Representative
Denis Hagarty – Faculty Representative
Jayne Turk – Faculty Representative
Josh Collins – Classified Representative
Debbie Dutcher – Classified Representative
Isaiah Olson – ASB Representative

Absent:

Dawnie Slabaugh – ASM Representative
Chris Wehman – ASM Representative
(One position is currently vacant – ASB representative)

Also Present:

Nancy Funk – Vice President, Administrative Services
Eric Houck, - Interim Director, Technology Services
Sheila Grimes – Recording Secretary

The meeting was called to order at 2:02 p.m.

Consent Agenda

Item 1. Approval of Minutes

It was moved and seconded (Collins/Hagarty) to accept the minutes of the February 23, 2016, meeting.

The motion carried to accept the minutes with the following vote: 7 ayes, 0 noes, 3 absent.
(Jayne Turk was not present for the vote.)

Regular Agenda

Item 2. Accreditation Update

Scotty reported that yesterday afternoon we received a draft of the External Evaluation report. Scotty noted that the report cites eight recommendations that the Accreditation Team believes we need to complete in order to meet the Accreditation Standards. Also mentioned, are the six recommendations the Accreditation Team believes we need to meet in order to improve institutional effectiveness. Scotty stated that we are already working on all of the Visiting Team's recommendations. This report has been sent out to the Accreditation Steering Committee who will be reviewing this document for correction of facts or errors. This Committee is scheduled to meet on Thursday and Friday this week to discuss possible corrections to the report. On Monday, March 28, we will be sending our final corrections to Dr. Vurdien. After the corrections are submitted to Dr. Vurdien, the Accreditation Team will finalize the report and submit it to the Accreditation Commission. On behalf of the College, Scotty will be sending a communication to the Commission listing all of the items mentioned in the report that we have already accomplished. In June, the Commission will take action by deciding our accreditation status.

Item 2. Accreditation Update (Con'd)

Scotty recently attended the annual CEO Symposium for the California Community College (CCC) system where the accreditation process was discussed for approximately four hours resulting in the CEO's recommending that CCC's continue to work with the existing commission, ACCJC. A group of CEO's will be formed to work with the ACCJC to help provide additional training for future accreditation teams. Currently, the ACCJC does not receive bachelor degrees. Therefore, another CEO group will be created to discuss the need to improve the ACCJC operations so they could oversee Bachelor degree programs or we will need to move to an agency that can such as the Senior Western Association of Schools and Colleges (WASC).

Item 3. Ellucian Action Plan

Nancy Funk reported that the Ellucian Action Plan project has been presented to the Budget Committee, Banner Steering Committee, and the Technology Committee as well as to the Campus Community via two open forums which were held on Wednesday, March 16, at 9:30 a.m. and 3:30 p.m. Nancy stated that Ellucian's first quarter of the year is their lowest year corporately and they offered the College a discount of \$200,000 over five years if we signed the contract by the end of March. Due to this sizeable savings, a special Board meeting for tomorrow at 4 p.m. has been scheduled. The first two years of the project will be devoted to Banner revitalization. The final part of the project will be moving COS from a locally-hosted environment to a Cloud environment. Nancy stated that in the five-year contact, the two fixed costs within the agreement are the software costs, which will be a one-time cost, and the maintenance cost for each of the software segments, which will be ongoing. The variable cost within the contract is the cost for Service Implementation and Training which is estimated to be \$990,000. Ellucian has built a certain number of hours into every project that they expect that the project will take on their part. If they find, that during the process we have hours that are left over, we can apply those hours toward a different project. This allows us flexibility. Upon completion of the project, if all the hours are not used, the total dollar amount will be less. Nancy mentioned that over the next few weeks, the College will be working closely with Ellucian to reprioritize their timeline to better fit our needs.

In the upcoming months, Eric Houck requested that employees continue to communicate either through their constituent groups or through the groups in which you are working as to how Banner is working.

It was moved and seconded (Collins/Green) to recommend accepting the Ellucian Action Plan as presented. The motion carried to with the following vote: 7 ayes, 0 noes, 3 absent. (Jayne Turk was not present for the vote.)

Item 4. Recommend Revisions to Board Policies

A motion was made and seconded (Collins/Dutcher) to recommend revisions to Board Policies 2320, 2330, 2340, 2345, 2350, 2355, 2360, 2365, and 2410.

The following revision was recommended to Board Policy 2410:

- Capitalize "Administrative Procedures" and "Board Policies" throughout the document.

The Committee agreed to approve the capitalization of "Administrative Procedures" and "Board Policies" in all procedures and policies without individual College Council approval.

The original motion with the revisions noted above carried with the following vote: 7 ayes, 0 noes, 2 absent, 1 abstention.

Item 5. Recommend Revisions to Administrative Procedures

It was moved and seconded (Turk/Hagarty) to recommend approval to the President the revisions to Administrative Procedures 2320, 2340, 2345, 2360, 2365, and 2410.

The following revisions were recommended to Board Policy 2365:

- Change title from Recording to Recording of Board Meeting.

The Committee agreed that the definition was the same whether we are talking about the Board, the Board of Trustees, or the Governing Board.

The motion carried with the revisions noted above with the following vote: 8 ayes, 0 noes, 2 absent.

Item 6. Other

Jayne and Sheila will work together to develop a style guide for Administrative Procedures and Board Policies to help streamline the process.

Item 7. Adjournment

There being no further business, the meeting was adjourned at 2:59 p.m.