

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

**COLLEGE COUNCIL
MINUTES
December 12, 2017**

The following members were present:

Dr. Stephen Schoonmaker – President
Theresa Richmond – Administration Representative
Dr. Todd Scott – Administration Representative
Maria Fernandez – Faculty Representative
Dawnie Slabaugh – ASM Representative
Chris Wehman – ASM Representative
Josh Collins – Classified Representative
Debbie Dutcher – Classified Representative
Hailey Dixon – ASB Representative
Calvin Wagner – ASB Representative

Absent:

Chris Vancil – Faculty Representative

Also Present:

Melissa Green – Vice President, Student Services
Valerie Roberts – Associate Dean – Student Success
Regina Weston – Student Equity Specialist
Carly Zeller – Basic Skills Coordinator
Dr. Zachary Zweigle – Dean, Instruction
Sheila Grimes – Recording Secretary

The meeting was called to order at 2:11 p.m.

Consent Agenda

Item 1. Approval of Minutes

It was moved and seconded (Collins/Dutcher) to accept the minutes of the November 28, 2017, meeting.

The motion carried with the following vote: 8 ayes, 0 noes, 2 absent. (Dr. Scott was not present at the time the vote was taken.)

Regular Agenda

Item 2. Tentative BSI/Equity/SSSP Integrated Plan

Valerie Roberts, Associate Dean – Student Success, announced that previously BSI, Equity, and SSSP reports were submitted to the Chancellor's Office separately. The Chancellor's Office has now requested the integration of reporting on BSI, Equity, and SSSP as they found that there was an overlap in effort. Also, as colleges move forward with Guided Pathways, these areas will need to work together. Valerie provided the Council with an overview of the Integrated Plan. She mentioned that the Plan has been reviewed by Instruction Council, Student Services Council, and Academic Senate. Valerie noted that the suggested changes provided by these bodies have not

Item 2. Tentative BSI/Equity/SSSP Integrated Plan (Cont'd)

been incorporated into the document; but, as she provided an overview, she pointed out the suggested changes. On Page 6 of the Integrated Plan, it was reported that COS did not meet the following goal: Increase the number of ESL sections offered by two by the 2017-2018 academic year. Valerie noted that this report does not include FIELD as the Chancellor's Office requested that we look only at our local service area and COS did not schedule any ESL classes in Siskiyou County. Dr. Scott will work with Valerie in providing language as to why this goal was not met by explaining how we currently are assisting the non-English-speaking population in Siskiyou County as well as how we plan to meet this goal in the future.

A motion was made and seconded (Collins/Wagner) to approve the BSI/Equity/SSSP Integrated Plan with the appropriate revisions. The motion carried with the following vote: 8 ayes, 0 noes, 2 absent. (Chris Wehman was not present at the time the vote was taken.)

Item 3. College Council Meeting Time – Spring Semester

It was decided that beginning in February, College Council will meet on the 2nd and 4th Wednesdays of each month from 10 a.m. 12 p.m.

Item 4. 2018-2019 Academic Calendar

Dr. Scott presented a draft of the 2018-2019 Compressed Academic Calendar which was negotiated with the local California Teacher's Association (CTA). He stated that the local chapter of the California State Employees Association (CSEA) and President's Cabinet have reviewed the proposed calendar. Dr. Scott shared that the biggest change was moving one of the mandatory flex days from the beginning of the fall semester to the end of the fall semester. Also, the in-service day scheduled during spring break for professional development for those other than faculty has been removed and will be rescheduled at a future date. There was much discussion as to why April 27 was chosen as a Saturday in which classes would not be held as opposed to April 20 as this is the Saturday prior to Easter Sunday. Dr. Scott will confer with CTE faculty as to their preference. If a change is suggested, Dr. Scott will take the 2018-2019 Academic Calendar back through the governance process. Dr. Schoonmaker proposed entertaining the idea of a multi-year academic calendar for planning purposes as well as to consider observing other optional days as (i.e. Native American Day, Cesar Chavez Day, etc.).

A motion was made and seconded (Collins/Dutcher) to recommend acceptance of the 2018-2019 Academic Calendar. The motion carried with the following vote: 8 ayes, 0 noes, 2 absent. (Chris Wehman was not present at the time the vote was taken.)

Item 5. Recommended Revisions of Board Policy

A motion was made and seconded (Collins/Wagner) to recommend acceptance of Board Policy 4010.

Dr. Scott stated that Board Policy 4010 was for review only as there are no recommended revisions and/or additions.

The motion carried with the following vote: 8 ayes, 0 noes, 2 absent (Chris Wehman was not present at the time the vote was taken.)

Item 6. Recommended Revisions of Administrative Procedures

A motion was made and seconded (Collins/Wagner) to recommend acceptance of Administrative Procedures 4000, 4010, and 4235.

Item 6. Recommended Revisions of Administrative Procedures (Cont'd)

Dr. Scott reported that Instruction Council recommended retiring Administrative Procedure 4000 as it is not needed. After considerable discussion, the following revisions were incorporated in Administrative Procedure 4010:

- In the first paragraph, the following wording which was recommended for deletion be reinstated: “One hundred seventy (170) days of the academic year are instruction days and five (5) days are flexible calendar days. Three (3) of the flex days are mandatory.”
- Several modifications were made to the first sentence in the second paragraph and as a result read, “The Vice President, Instruction Office drafts the academic calendar for the subsequent academic years.”
- In the third paragraph, the ninth bullet down, change “last” to “fourth.” In the eleventh bullet add “of the United States” after President.

After discussion, the original motion failed. A substitute motion was made and seconded (Collins/Wagner) to approve Administrative Procedures 4000 and 4010 with the additional revisions and to table AP 4235. The motion carried with the following vote: 9 ayes, 0 noes, 3 absent (Chris Wehman and Hailey Dixon were not present at the time the vote was taken.)

Item 7. Governance/Committee Structure

Maria Fernandez stated that the Faculty Senate reviewed the latest draft of the Shared Governance Model stating that some individuals were unsure of the legend (dots vs. dashes, and what did the relationships mean, and placement of boxes). She also mentioned that some believed that the design reflected more of an organization structure rather than a governance flow. Dr. Scott mentioned that the faculty would like to have a description of the Shared Governance Model prior to reviewing the visual chart. Thus, letting the words guide the diagram instead of the other way around. Members of the Senate wanted to create their own version of the Governance Structure and forward it to Dr. Schoonmaker.

Calvin Wagner commented that the Associated Student Board (ASB) reviewed a draft of the Shared Governance Model and commented that they liked the layout and that it was easy to follow the pathway of how an item made its way through shared governance process.

Dr. Schoonmaker will develop a legend for the dashes and boxes. He will also make the following modifications:

- Remove the arrow from Instruction Council to the Academic Senate.
- Remove the arrow from the Academic Senate (10 + 1) to the Superintendent/President.
- Add an arrow from the Academic Senate (10 + 1) to the Board of Trustees.

Beginning in the spring, governance questions will be added to the College Council agendas to guide the governance dialog. Dr. Schoonmaker mentioned possibly having a subset of College Council who could begin writing draft language.

Item 8. Other

Calvin stated that the ASB is working on creating a Student Activity Fee that would be used to fund activities throughout the semester and will be making its way through the governance process.

Item 9. Adjournment

Josh Collins moved to adjourn the meeting at 3:56 p.m.