

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

**COLLEGE COUNCIL
MINUTES
April 11, 2018**

The following members were present:

Theresa Richmond – Administration Representative
Maria Fernandez – Faculty Representative
Chris Vancil – Faculty Representative
Dawnie Slabaugh – ASM Representative
Chris Wehman – ASM Representative
Josh Collins – Classified Representative
Debbie Dutcher – Classified Representative

Absent:

Dr. Stephen Schoonmaker – President
Dr. Todd Scott – Administration Representative
Calvin Wagner – ASB Representative
(Currently one ASB representative position is vacant.)

Also Present:

Dr. Doug Haugen – Director, Student Housing
Darlene Melby – Vice President, Administrative Services
Dennis Roberts – Associate Dean/Athletic Director
Charlie Roche – Physical Education Instructor/Head Football Coach
Dr. Zachary Zweigle – Dean, Instruction
Sheila Grimes – Recording Secretary

The meeting was called to order at 10:00 a.m. by Theresa Richmond.

Consent Agenda

Item 1. Approval of Minutes

It was moved and seconded (Collins/Dutcher) to accept the minutes of the March 23, 2018, meeting.

The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Regular Agenda

Item 2. 2018-19 Student Lodging and Food Service Rates

It was moved and seconded (Dutcher/Collins) to reconsider the 2018-19 Student Lodging and Food Service Rates and recommend approval to the President.

Changes to the Student Lodging and Food Service Rates for 2018-19:

- 1,500 meal plan has been removed
- 2,300 meal plan has been added
- Meal points roll over from the fall semester to the spring semester

Dr. Haugen reported that Melissa Green was unable to attend today's meeting. However, she wanted the Council to know that she spoke with the coaches and explained in detail the proposed 2018-19 Student Lodging and Food Service Rates and as a result, cleared up some prior

Item 2. 2018-19 Student Lodging and Food Service Rates (Cont'd)

miscommunication. Melissa wanted it noted that now that the coaches understood the reasons for the increases they seem to be amicable to the price increases.

Chris Vancil stated that last year Academic Senate was promised by Scotty Thomason, former Superintendent/President, and Nancy Funk, former Vice President - Administrative Services, that the Lodge Students points would roll over from fall semester to spring semester beginning with 2017-2018. Sheila will check last year's Board of Trustees and College Council minutes for any reference to this statement. Darlene noted that the Lodge student's points did not roll over this year. However, there were a few case-by-case requests and they were honored.

Dr. Haugen commented that the Lodges are now making a profit because the occupancy rates have increased. When the Lodge rates were set, we averaged approximately 110-115 occupants. Currently, we are up over 130 occupants. He noted that Cindy Martel, Food Services Supervisor, mentioned that approximately 84 percent of her sales are through meal plans. It was mentioned that the Lodge rates have not changed, but the food rates have increased for everyone not just the Lodge students.

Darlene mentioned that the consultants from Campus Dining will be here next week and they will be looking at the whole Food Services' operation (logistics, quality, service, etc.) These representatives will be meeting with focus groups that will be comprised of members from staff, faculty, and students. Campus Dining will also be performing peer studies across the state and leadership surveys.

Representing the Academic Senate, Chris Vancil made a recommendation to Dr. Schoonmaker at the last College Council meeting to pass off the price increases to the staff and non-Lodge students. Chris declared that since there are zero changes from the last time this proposal was presented, he will be voting no again. Maria concurred with Chris and she would be voting no as well.

The motion carried with the following vote: 4 ayes, 2 noes, 1 abstain, 2 absent.

Item 3. Program Review Manual

Chris Vancil reported that the Academic Senate approved the Program Review Manual in February. He believed that this item is part of the 10 + 1 academic matter and does not need to be reviewed by IPB. Darlene mentioned that the Program Review Manual is a planning document and for transparency purposes should be reviewed by IPB. Maria noted that the purpose of the Program Review is to document student learning and achievement of outcomes every four years. The annual budget/CQIP process is now a separate process.

Chris shared that when he created this document, it was his understanding that he was creating a process for both academic and non-academic program review. He has since been informed that he is only creating a process for the academic program review. Chris mentioned that there are references in this document to non-academic program review, but it is his understanding that someone else will be removing those references.

A motion was made and seconded (Fernandez/Collins) to table the Program Review Manual until after Integrated Planning and Budget (IPB) has had a chance to review this document.

The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Item 4. Recommend Review of Board Policy

Board Policy 3300 was reviewed.

A motion was made and seconded (Collins/Dutcher) to recommend acceptance of Board Policy 3300. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Item 5. Recommend Review of Revised Board Policy

Board Policy 7120 was reviewed.

A motion was made and seconded (Collins/Dutcher) to recommend acceptance of Board Policy 7120. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Item 6. Recommend Review of Revised Administrative Procedure

Administrative Procedure 3520 was reviewed.

The following correction was requested:

- On the send page, paragraph five, in the fifth sentence add “or designee” so the sentence reads as follows: “All crime victims and witnesses are strongly encouraged to immediately report the crime to the Vice President of Student Services **or designee** and the appropriate police agency.

Chris Vancil inquired if Theresa found out if COS needed to report, as part of the Cleary Act, incidences that occur at off-campus sites where we hold classes. Theresa did receive legal opinion on this matter and she will bring this information to the next meeting.

A motion was made and seconded (Collins/Fernandez) to recommend acceptance of Administrative Procedure 3520 with the change noted above. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Item 7. Governance/Committee Structure

Theresa distributed a document entitled, “A Decision-Making Guide for College of the Siskiyous.” This document contains all the input from the Council regarding governance which was discussed at the March 7 meeting. President Cabinet members, Dr. Scott, Theresa, and Dawnie were charged with reviewing their sections and emailing Dr. Schoonmaker any additions and/or changes. Theresa asked the Council to review this document and recommend any additional changes to Dr. Schoonmaker by Friday, April 13, at 5 p.m. Dawnie was asked to prepare an opening paragraph for collegial consultation along with a definition. Chris Vancil was asked to create a section for Associated Student Board (ASB).

Chris Vancil commented that there is still confusion on what a Brown Act committee is and why it is a Brown Act committee. Theresa will talk to legal to obtain this information.

Item 8. Other

Chancellor Oakley tasked a CEO Funding Formula Workgroup with providing recommendations in response to the governor’s proposed funding formula. Theresa distributed a document entitled, “Access, Equity, and Success for All.” She noted that this is the latest news from the CEO Funding Formula Work Group. Dr. Schoonmaker is not a member of this group but he has participated in their discussions. If you have any comments, please direct them to Dr. Schoonmaker.

Josh stated that he believes that CSEA should be ready to present their Classified Senate ByLaws/Constitution and would like it added to the next College Council agenda.

Item 9. Adjournment

Meeting was adjourned at 11:20 a.m.