

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

**COLLEGE COUNCIL  
MINUTES  
April 10, 2019**

**The following members were present:**

Dr. Stephen Schoonmaker – President  
Darlene Melby – Administration Representative  
Theresa Richmond – Administration Representative  
Hallie Coppi – Faculty Representative  
Josh Collins – Classified Representative  
Debbie Dutcher – Classified Representative  
Christina Van Alfen – ASM Representative  
Stephanie Wroten – ASM Representative  
Dayna Avery – Student Representative

**Absent:**

Jayne Turk – Faculty Representative  
(Currently one Student Representative Position is vacant.)

**Also Present:**

Dr. Carole Bogue, Interim Vice President – Instruction  
Melissa Green, Vice President – Student Services  
Dr. Nathan Rexford, Interim Director of Research & Evaluation  
Valerie Roberts – Associate Dean – Student Success  
Dawnie Slabaugh, Director – PIO/Foundation Office  
Dr. Zachary Zweigle, Dean – Instruction  
Desiree Kaae – Recording Secretary

The meeting was called to order at 4:00 p.m. by Dr. Schoonmaker.

**Consent Agenda**

**Item 1. Approval of Minutes**

The minutes of March 13, 2019, were reviewed. One amendment was suggested to the minutes as follows: the meeting was called to order by not by Dr. Schoonmaker but by Darlene Melby. It was moved and seconded (Avery/Richmond) to accept the minutes of the March 13, 2019, College Council meeting with the one amendment. The motion carried with the following vote: 8 ayes, 0 noes, 1 absent.

**Regular Agenda**

**Item 2. Reg365**

Valerie Roberts provided a summary of the Reg365 Operational Efficiency CQIP. Reg365 was implemented with the intent of increasing student success and retention. In preparation for Reg365, a full-year schedule was developed. Reg365 itself did not yield the student success and retention rates expected, and various issues have resulted. Valerie stated that the leadership of Student Services met and created a list of Reg365 pros and cons. Valerie noted that the number one concern regarding Reg365 was MIS data collection and reporting and Dr. Rexford provided the Council with examples of these issues. The recommendation is to discontinue Reg365 and return to two primary registration periods beginning April 2019. A full-year schedule of classes will continue to be developed and distributed. This recommendation was proposed to and supported

**Item 2. Reg365 (Cont'd)**

by Academic Senate in February. The Office of Instruction, Research and Evaluation, and Student Services also support this recommendation.

It was moved and seconded (Collins/Dutcher) to banish Reg365 effectively immediately. The motion carried with the following vote: 8 ayes, 0 noes, 1 absent.

**Item 3. Standing Committee Annual Reports and Internal Evaluation**

On Page 2 of Administrative Procedure 3250 (Institutional Planning and Evaluation), it states that in May of the academic year, each of the six participatory governance councils will review and evaluates its work. It was decided to change the name of the Annual Report to Annual Report and Evaluation. The Council also decided that a survey should be developed and emailed to each member of the six participatory governance councils. The questions for this survey will include the following:

1. In your opinion, what were the committee's major accomplishments and/or achievements?
2. What do you consider to be the committee's major obstacles or problems?
3. What are your recommendations for improving the committee's processes or efficiencies?
4. In your opinion, were the committee's goals and institutional goals met?
5. What do you believe should be the committee's goals for the coming year?

As has been done in previous years, a survey will be sent to all employees for them to evaluate whether the information received at the six participatory governance councils is being shared to their constituent groups by their appointed committee representative.

At the next meeting on April 24, the Council will review the completed top portion of this form. Then, at the May 8 meeting, the Council will review the feedback received from the two surveys.

**Item 4. Review of the Institutional Master Plan – First Draft**

The current draft of the Institutional Master Plan (IMP) is the result of the work that began last August and continued at the December Planning Day. This document is based on Grossmont College's Institutional Master Plan. Darlene reported that the "Z drive" contains a folder entitled, "Institutional Master Plan." The campus community has been invited to read this document and provide input via a webform. This webform will be available next week under mySiskiyou. Instructions on how to access this webform will be emailed to the campus community next week as well. The IMP will also need to be reviewed by the Academic Senate, ASM Senate, Classified Senate, and the Associated Student Body. Darlene will check with IPB to see if they are willing to hold a meeting on Friday, May 10, to review the IMP. The IMP will be reviewed by the Board at their June 4 meeting.

**Item 5. Recommended Review of Board Policies**

Board Policies 4240 and 4260 were reviewed.

It was moved and seconded (Collins/Wroten) to recommend acceptance of Board Policies 4240 and 4260. The motion carried with the following vote: 8 ayes, 0 noes, 1 absent.

**Item 6. Recommended Review of Revised Board Policies**

Board Policies 3520, 3750, 3900, 4020, and 4030 were reviewed.

The revisions listed below were suggested for BP 4020:

- The last paragraph on the first page which continues to the top of second page, make the following revisions:
  - Change "(ADTs)" to "(ADT)"

**Item 6. Recommended Review of Revised Board Policies (Con't)**

- Change “CTE” to “Career and Technical Education”
- Remove “and” after Career and Technical Education Degrees and replace with a comma
- Move “Chancellor’s Office” to appear after California Community Colleges
- Delete “for the” prior to the California Community Colleges
- Page two, remove the line between paragraphs two and three so that it forms one paragraph.
- Page two, second paragraph, start a new paragraph with the sentence beginning “Non-degree application...”

Dr. Rexford referred to BP 4030 (Academic Freedom) and noted that it was his understanding that Instruction Council requested that an element in be moved to BP 3900 (Speech: Time, Place, & Manner) or AP 3900 (Speech: Time, Place, & Manner). As Student Services has oversight of BP 3900, they will be responsible for forwarding this document back to College Council for approval. Instruction, who has oversight of BP 4030 will be responsible for forwarding this document back to College Council for approval.

It was moved and seconded (Collins/Richmond) to recommend acceptance of Board Policies 3520, 3750, 4020 as amended, and to table 3900 and 4030. The motion carried with the following vote: 8 ayes, 0 noes, 1 absent.

**Item 7. Recommend Review of Revised Administrative Procedures**

Administrative Procedure (AP) 3520 was reviewed. Due to time constraints, APs 3750, 3900, 4050, 4235, 4237, 4240, 4260, and 4610 was tabled until the next meeting.

- Page two, fourth paragraph delete “Police non-emergency line at 530-938-5000,” and “line at 530-842-2300.” Add the following language after non-emergency, “phone numbers which are maintained on the campus safety webpage (<http://www.siskiyous.edu/safety/>). This sentence should now read as follows: To report a non-emergency security or public safety related matter, call the Weed or Yreka Police non-emergency phone numbers which are maintained on the campus safety webpage (<http://www.siskiyous.edu/safety/>).

It was moved and seconded (Collins/Avery) to recommend acceptance of AP 3520 as amended and due to time constraints table APs 3750, 3900, 4050, 4235, 4237, 4240, 4260, and 4610. The motion carried with the following vote: 8 ayes, 0 noes, 1 absent.

**Item 8. Employee Compensation**

Prior to the meeting, Jayne Turk provided a document that was distributed to the Council entitled, “Compensation Philosophy.” Due to time constraints, this item was tabled until the next meeting.

**Item 9. Other**

➤ **Future Agenda Items**

- *Review of Administrative Procedure 2510 – April*
- *Governance Model - April*

➤ **On-Going Agenda Items**

- *Continuing work on BPs and APs*
- *Review Nepotism Policy and Procedure (BP/AP 7310)*

**Item 10. Adjournment**

There being no further business, the meeting was adjourned at 5:24 p.m.