

College Council September 5, 2013 Administrative Conference Room, 212 2:00 p.m.

<u>Present:</u> Corey Marvin, Angela Sellers, Kathy Salisbury, Laura Vasquez, President Board, Anthony Wovenu, Heather Ostash, John Stenger-Smith, Dick Benson, Lisa Stephens, Deanna Campbell, Steve Rogers

Absent: Cheryl Gates, Mike Barrett, John Daly

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP				
1. Call to order		2:08 pm				
2. Reading of the Mission	Laura					
Statement	Vasquez					
3. Approval of	Board/Vasquez	Minutes approved with no changes.				
Minutes & Action Items From		Action Items				
May 16, 2013		 College Council members have been asked to discuss the IEC Proposal with their constituency groups and share the responses at the next College Council meeting. Completion Date: September 5, 2013. On agenda Jennifer Curtis will send out calendar invitations once the College Council meeting dates have been identified for the upcoming year. Completion Date: July 1, 2013. Completed 				
4. Approval of Agenda	Board/Vasquez	approved with no changes.				
5. Discussion Items5.a) Purpose of Participatory Governance	Board/Vasquez	5.a) A copy of <i>Participating Effectively in District and College Governance</i> was provided. The constituent voices are important at each meeting and it is also important to report the information from the meeting back to the constituency groups.				
5.b) Review of the Participatory Governance Model Handbook	Board/Vasquez	5.b)This document sets the ground work for what we will be doing this year. It was recommended that if you cannot attend the meeting send a replacement. It was again				

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5.c) Brown Act Response 5.d) College Council Assessment Outcomes	President Board President Board	stressed that reporting out to your constituent groups was important. One of the Accreditation Recommendations was to review our Mission Statement. The updated statement has been completed and is in the handbook. This will be reviewed every three years along with our mission, motto, and strategic goals. It was pointed out that the next document should include how the committees would assess then effectiveness to lead to sustainable quality improvement. We will be working on this over the next year. Action Item: Send corrections to the Participatory Governance Model Handbook to Corey Marvin. Completion Date: September 9, 2013 5.c) General Counsel provided their opinion to the different committees at Cerro Coso Community College and indicated that College Council is not subject to the Brown Act. 5.d) Eight responses were received from 2012-2013 College Council members. This year we will be doing a full evaluation with our constituency groups. It was recommended that we have 3-5 years of data to go off as well as what we have tried		
6 Dracidant/s Danart		to do to remedy the issues in the past. It was also pointed out that we need to hear the constituent's opinions not only the opinion of the person at the meeting.		_
6. President's Report6.a) District Wide Participatory Governance Workshop	President Board	6.a) A site visit was requested last spring in regards to Participatory Governance and Curriculum by the Academic Senate. The CEO of the CCLC, Scott Lay, and the State Academic Senate President, Beth Smith, will be facilitating a workshop at the District with a focus on curriculum and the budget process on October 22, 2013. It will be streamed to our campus for those who cannot attend at the District. Students are also invited. Watch for more details coming soon.		

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7. Constituency Reports		7.a) The first meeting was last week and they discussed IEC, SLO, and Program		
7.a) Academic Senate	Laura Vasquez	Review. It was decided that having agendas and reports from the meetings were helpful so that there was a written record of the meetings.		
7.b) Classified Senate	Angela Sellers	7.b) The employee break room in MB248 is complete.		
7.c) Student Government	Anthony Wovenu	7.c) no report 7.d) no report		
7.d) Consultation Council	Laura Vasquez	7.e) no report 7.f) no report		
7.e) CCA	Dick Benson			
7.f) CSEA	Mike Barrett			
8. Reporting Committees		8.a) Meeting dates provided to Jennifer Curtis		
a) FacilitiesProvide meeting dates for	John Daly	8.b) Meeting dates provided to Jennifer Curtis		
student involvement b) Safety & Security		8.c) Meeting dates provided to Jennifer Curtis		
 Provide meeting dates for student involvement c) Technology Resource Team 	John Daly	Action item: Jennifer Curtis will put together the meeting dates and times and will submit to John Mercer and Anthony Wovenu so that they can appoint students to attend the meetings. Completion Date: September 19, 2013		
 Provide meeting dates for student involvement 	Mike Campbell			
9. Associated Committees	Gale Lebsock	9.a) Meeting dates provided to Jennifer Curtis		
a) Budget Development				
 Provide meeting dates for 				
student involvement				

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b) Institutional Effectiveness Feedback on Committee Structure for the ACCJC's Matrix c) Professional Development Provide meeting dates for student involvement d) Accreditation Accreditation Response Provide meeting dates for student involvement	Corey Marvin Corey Marvin	9.b) IEC, SLO, and Program Review committees are important to Colleges so ACCJC has developed a rubric to assist colleges in making sure these committees are developed. The idea is that we have larger committees with representation from all employee groups. Cerro Coso will be developing a Program Review committee and will bring all three into line with broad representation and the committees will then be evaluated according to the rubric from ACCJC. The Academic Senate also concurred with the findings and supports the larger committees. It was the consensus of College Council to move forward with the above recommendations. 9.c) Meeting dates provided to Jennifer Curtis 9.d) Accreditation Response The draft version of the Accreditation Response was provided to College Council. The final draft of our follow up report is due to ACCJC on October 16, 2013. The consensus of the group was that the area that needed substantive changes was the response to the recommendation regarding Human Resources. Missing was information about asking HR to do an annual unit plan and program review and also about Achieving the Dream as a diversity and equity plan for students in particular. Corey Marvin will work with Clint Dougherty to make sure we are using the accurate processes and language, and to also include a copy or our EEO plan. It was noted that John Stenger-Smith's constituents are extremely happy with SchoolDude and feel like it is a great way to track issues in light of our response to recommended members.		
		Meeting dates provided to Jennifer Curtis		
11. Review of Action Items		 Send corrections to the Participatory Governance Model Handbook to Corey Marvin. Completion Date: September 9, 2013 Jennifer Curtis will put together the meeting dates and time for all college and governance committees and submit to John Mercer and Anthony Wovenu so that they can appoint students to attend the meetings. Completion Date: September 19, 2013 		
12. Miscellaneous				
13. Future Agenda Items 1. Review of the SRID Prioritization List		Remove Enrollment Management Task Force from Future Agenda items.		
14. Future Meeting Dates		September 5, 2013 February 6, 2014		

TOPIC	FACILITATOR		SUMMARY/ FOLLOW-UP	0	С
		September 19, 2013	February 20, 2014		
		October 3, 2013	March 6, 2014		l
		October 17, 2013	April 3, 2014		
		November 7, 2013	April 17, 2014		
		November 21, 2013	May 1, 2014		
		December 5, 2013	June 5, 2014		
15. Adjourned		4:06 pm			

Meeting Chair: President Board & Laura Vasquez

Recorder: <u>Jennifer Curtis</u> **O** Open/**C** Closed