

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

**COLLEGE COUNCIL
MINUTES
October 11, 2016**

The following members were present:

Nancy Funk – Administration Representative (proxy for Scotty Thomason)
Maria Fernandez – Faculty Representative
Chris Vancil – Faculty Representative
Dawnie Slabaugh – ASM Representative
Chris Wehman – ASM Representative
Debbie Dutcher – Classified Representative

Absent:

Scotty Thomason – Superintendent/President
Melissa Green – Administration Representative
Dr. Todd Scott – Administration Representative
Josh Collins – Classified Representative
Calvin Wagner – ASB Representative
(One position is currently vacant – ASB representative)

Also Present:

Sheila Grimes – Recording Secretary

The meeting was called to order at 2:04 p.m.

Consent Agenda

Item 1. Approval of Minutes

It was moved and seconded (Dutcher/Slabaugh) to accept the minutes of the September 13, 2016, meeting.

The motion carried to accept the minutes with the following vote: 6 ayes, 0 noes, 4 absent.

Regular Agenda

Item 2. Recommend Revisions to Board Policies

Revisions to Board Policy 3510 were reviewed.

A motion was made and seconded (Slabaugh/Dutcher) to recommend revisions to Board Policy 3510. The motion carried with the following vote: 6 ayes, 0 noes, 4 absent.

Item 3. Recommend Revisions to Administrative Procedures

Revisions to Administrative Procedures 3510, 6530, and 7400 were reviewed.

In reference to Administrative Procedure 3510 (Workplace Violence), Chris Vancil suggested that the College investigate the possibility of providing security on Campus. Debbie Dutcher mentioned that there has been discussions regarding the Administration of Justice students provide security for the Campus as part of their program.

Item 3. Recommend Revisions to Administrative Procedures (Cont'd)

Nancy Funk noted that we received a letter from the California Highway Patrol (CHP) stating that if a vehicle holds 15 passengers or less (including the driver), drivers are not required to have their Class B License. This letter was forwarded to our insurance carrier who gave their approval to move forward with the appropriate changes to Administrative Procedure 6530. Another change reflected in this procedure is that all drivers must be at least 25 years old. This minimum age limit was determined by the Safety Committee so that we did not have students driving or inexperienced drivers. This minimum age limit is also required by rental car companies.

Changes to Administrative Procedure 7400 reflect updates from the IRS on per diem rates. Consequently, the rates for breakfast and dinner were changed to be more in line with IRS recommendations for 2016-2017.

A motion was made and seconded (Vancil/Dutcher) to recommend revisions to Administrative Procedures 3510, 6530, and 7400. The motions carried with the following vote: 6 ayes, 0 noes, 4 absent.

Item 4. Discuss Revisions to Standing Committee Self-Evaluation Form

Nancy noted that the Standing Committee Self-Evaluation Form reflects the suggested changes that were made at the last College Council meeting.

The Council recommended the additional following revisions to the Campus-Wide Standing Committee Self-Evaluation Form:

- Change the Date of Evaluation to Date of Annual Report
- Change Agenda Sent 1=Yes 0=No to Date Agenda Sent
- Change Minutes Posted 1=Yes 0=No to Date Minutes Posted
- Add "on" to the following: Please list the tasks that the Committee will be working on as a result of the meeting.

A motion was made and seconded (Vancil/Dutcher) that we approve the Campus-Wide Standing Committee Annual Report with the additional recommended changes from this Council and forward the form to the other standing committees for further input. After which, this form will be returned to College Council for final approval. The motions carried with the following vote: 6 ayes, 0 noes, 4 absent.

Item 5. Other

Nancy Funk mentioned that the Lodge students have received and completed the Food Services Survey. Doug Haugen is currently in the process of compiling the results.

Nancy shared that 15 to 20 students picked up grab-and-go items from the Cafeteria on Saturday. Since the COS Football Team contracts with the Cafeteria to serve breakfast on home football game days, the Cafeteria will be open to the Lodge Students for breakfast this Saturday and grab-and-go items will be available as well.

Also, we are in the process of hiring two more permanent part-time positions in the Cafeteria so that we will not need to utilize Personnel Preference for this department.

Item 6. Adjournment

There being no further business, the meeting was adjourned at 2:36 p.m.