

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

**COLLEGE COUNCIL
MINUTES
May 9, 2018**

The following members were present:

Dr. Stephen Schoonmaker – President
Maria Fernandez – Faculty Representative
Chris Vancil – Faculty Representative
Dawnie Slabaugh – ASM Representative
Chris Wehman – ASM Representative
Debbie Dutcher – Classified Representative

Absent:

Josh Collins – Classified Representative
Theresa Richmond – Administration Representative
Dr. Todd Scott – Administration Representative
Calvin Wagner – ASB Representative
(Currently one ASB representative position is vacant.)

Also Present:

Darlene Melby – Vice President, Administrative Services
Dr. Zachary Zweigle – Dean, Instruction
Sheila Grimes – Recording Secretary

The meeting was called to order at 10:05 a.m. by Dr. Schoonmaker.

Consent Agenda

Item 1. Approval of Minutes

It was moved and seconded (Dutcher/Vancil) to accept the minutes of the April 25, 2018, meeting.
The motion carried with the following vote: 5 ayes, 0 noes, 4 absent.

Regular Agenda

Item 2. Institution Review Board

As the two presenters (Nathan Rexford and Bart Scott) for this item were not present, this item was moved to the next meeting.

Item 3. Prioritization of CQIP Requests

Darlene Melby, Vice President – Administrative Services, reported that Integrated Planning and Budget (IPB) has completed the open hearings/CQIP process and have recommended forwarding the 2018-2019 CQIP rankings to College Council. The requests were divided into specific areas – Technology, Software, Equipment, Position Requests, Operating Expenses, Facilities, and Furniture & Fixtures. At the request of IPB, categorical funded, grant funded, and mandatory items were placed under a separate tab. Darlene noted that all of CQIPs were reviewed and prioritized by the various councils/departments (Administrative Council, Instruction Council, Student Services Council, and the President/Human Resources/Public Information Office) before being given to IPB to prioritize.

Item 3. Prioritization of CQIP Requests (Cont'd)

The prioritization of the five proposed faculty positions was done through the CQIP process and the ranking was determined by the Academic Senate as follows:

- 1 – Biology
- 2 – Sociology
- 3 – Athletics/Kinesiology
- 4 – Fire Science
- 5 – Communication

Dr. Schoonmaker will be examining the CQIP prioritization list and reviewing the items that were ranked highest overall regardless of the categories/areas. Darlene commented that this Friday when the draft 2018-2019 budget is presented to IPB, the budget will not contain the CQIP requests as they are additional resource requests. However, in the tentative budget she did include resource requests which were below \$500. Darlene mentioned that we are still waiting on the funding model from the Governor so the draft budget is being based on status quo on the revenue side. She went on to say that at first glance, the College is in deficit spending for 2018-2019 by close to a \$1 million which is based on STRS/PERS increases, Step/Column increases, recent negotiations, and an approximate four percent increase on health insurance. Maria commented that as future budget cuts are anticipated, we should be proactive and thoughtful in looking at our present operations and future decisions rather than reactive as we have been in past years. Dr. Schoonmaker believes that because of the uncertainty in funding, there could be quite a difference between the revised budget and the actual budget. Therefore, a joint meeting with IPB and College Council is scheduled for the afternoon of Thursday, August 23, to review the final proposed budget for 2018-2019. Chris Vancil recommended that Jayne Turk, the 2018-2019 Academic Senate President, should be contacted this summer so that the faculty has an opportunity to provide feedback/recommendations if the College needs to cut \$1 million from the budget.

It was moved and seconded (Fernandez/Dutcher) to recommend acceptance of the prioritization of CQIP requests. The motion carried with the following vote: 5 ayes, 0 noes, 4 absent.

Item 4. Review and Approve the 2019-2020 Academic Calendar

Chris Vancil stated that the 2019- 2020 Academic Calendar is a negotiated item and will need to be first brought before the Faculty Association and then onto the Academic Senate to be voted on prior to coming forth to College Council.

A motion was made and seconded (Vancil/Slabaugh) to table the 2019-2020 Academic Calendar until the proper approval process has been followed. The motion carried with the following vote: 5 ayes, 0 noes, 4 absent.

Item 5. Recommend Review of Revised Board Policies

Revised Board Policies 2735, 4300, and 7400 were reviewed.

A motion was made and seconded (Fernandez/Vancil) to recommend acceptance of Board Policies 2735, 4300, and 7400. The motion carried with the following vote: 5 ayes, 0 noes, 4 absent.

Item 6. Recommend Review of Revised Administrative Procedures

Revised Administrative Procedures 2735, 4300, 5111, and 7400 were reviewed.

The revision listed below was suggested for AP 2735

- Fourth paragraph, remove sentences 3 through 6.

Item 6. Recommend Review of Revised Administrative Procedures (Cont'd)

The revisions listed below were suggested for AP 7400

- Under Item A, fourth paragraph, remove sentences 3 through 6.
- Page 3, top right, change “Page 2 of 3” to “Page 3 of 3”

A motion was made and seconded (Fernandez/Wehman) to recommend acceptance of Administrative Procedures 2735, 4300, 5111, and 7400 with the changes noted above. The motion carried with the following vote: 5 ayes, 0 noes, 4 absent.

Item 7. Governance/Committee Structure

Dr. Schoonmaker stated that he included the suggested changes from the last College Council meeting in the Participatory Governance model. Maria noted that for accessibility purposes, a transcription should be provided for the Participatory Governance model. A final draft of the document entitled, “A Decision-Making Guide for College of the Siskiyous” will be sent to the Council members to be shared with their constituent groups. In fall 2018, College Council will be asked to review and recommend approval of this document to the President.

Dr. Schoonmaker mentioned that College Council’s next step should be reviewing our current Board Policy and Administrative Procedure on shared governance.

Item 8. Follow-Up

- Follow-up
 - Legal Opinion on Reporting Incidents that Occur Off Campus
This item was tabled until the next meeting.

Item 9. Other

Nothing to report.

Item 10. Adjournment

There being no further business, the meeting was adjourned at 10:55 a.m.