

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

**COLLEGE COUNCIL
MINUTES
April 24, 2019**

The following members were present:

Dr. Stephen Schoonmaker – President
Darlene Melby – Administration Representative
Theresa Richmond – Administration Representative
Hallie Coppi – Faculty Representative
Jayne Turk – Faculty Representative
Josh Collins – Classified Representative
Debbie Dutcher – Classified Representative
Dayna Avery – Student Representative

Absent:

Christina Van Alfen – ASM Representative
Stephanie Wroten – ASM Representative
(Currently one Student Representative Position is vacant.)

Also Present:

Dr. Carole Bogue, Interim Vice President – Instruction
Melissa Green, Vice President – Student Services
Sheila Grimes – Recording Secretary

The meeting was called to order at 4:01 p.m. by Dr. Schoonmaker.

Consent Agenda

Item 1. Approval of Minutes

The minutes of April 10, 2019, were reviewed. It was moved and seconded (Avery/Turk) to accept the minutes of the April 10, 2019, College Council meeting. The motion carried with the following vote: 6 ayes, 0 noes, 1 abstention, 2 absent.

Regular Agenda

Item 2. Travel – Next College Council Meeting – Wednesday, May 8 – 4 p.m. – RHSI 1-124

The next College Council meeting will be held on Wednesday, May 8. This meeting will still be video conferenced to the Yreka Campus; however, the majority of the membership will assemble at the Yreka Campus.

Item 3. Interstate Passport COA

The Interstate Passport Certificate of Achievement (COA) is intended to give a focused general education course of study to students who are interested in transferring to a college or university in the Interstate Passport Network. The interstate Passport Network provides a framework for block transfer of lower-division general education based on learning outcomes in the following nine areas: oral communication, written communication, quantitative literacy, natural sciences, human cultures, creative expression, human society and the individual, critical thinking, and teamwork/value systems. Last year, the Board approved an Instate Passport Subaward to receive \$10,000 which would allow faculty to identify curriculum and develop the Passport Block in accordance with the program requirements. Dr. Bogue reported that the COA was approved several weeks ago by the Curriculum Committee.

Item 4. Recommend Review of Board Policies

Board Policies 3600 and 3720 were reviewed.

It was recommended to remove the bolding of “Superintendent/President” from each of these Board Policies.

It was moved and seconded (Collins/Avery) to recommend acceptance of Board Policies 3600 and 3720 as amended. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Item 5. Recommended Review of Revised Board Policies

Board Policy 2100 was reviewed.

It was moved and seconded (Collins/Avery) to recommend acceptance of Board Policy 2100. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Board Policy 2315 was reviewed.

It was moved and seconded (Collins/Avery) to recommend acceptance of Board Policy 2315. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Board Policy 2330 was reviewed.

The revision listed below was suggested for BP 2330:

- First sentence; add “elected through BP 2100.” This sentence now reads as follows: A quorum of the Board shall consist of four members elected through Board Policy 2100.

It was moved and seconded (Collins/Turk) to recommend acceptance of Board Policies 2330 as amended. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Board Policy 2720 was reviewed.

The revision listed below was suggested for BP 2720:

- Remove the entire second paragraph.

It was moved and seconded (Collins/Avery) to recommend acceptance of Board Policy 2720 as amended. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Board Policy 3810 was reviewed.

It was moved and seconded (Collins/Avery) to table Board Policy 3810 until Administrative Procedure 3810 is before College Council for review. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Item 6. Recommend Review of Revised Administrative Procedures

Administrative Procedure 2015 was reviewed.

The revision listed below was suggested for AP 2015:

- Third paragraph: change “his or her” to “the student’s.”

It was moved and seconded (Turk/Richards) to table Administrative Procedure 2015 and revise Board Policy 2015 and bring both documents together for College Council review. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

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

Administrative Procedure 3600 was reviewed.

The revision listed below was suggested for AP 3600:

- Paragraph four; remove “Chancellor or.”
- Paragraph six; change all instances of “Associated Student Body” to “Associated Student Board.”

It was moved and seconded (Collins/Avery) to table Administrative Procedure 3600 to change from the suggested language of the Community College League of California (CCLC) to more accurately reflect our current procedure. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Due to time constraints, it was recommended to table the remaining Administrative Procedures.

It was moved and seconded (Collins/Avery) to table Administrative Procedures 3750, 3900, 4020, 4021, 4022, 4050, 4235, 4237, 4240, 4260, and 4610. The motion carried with the following vote: 7 ayes, 0 noes, 2 absent.

Item 7. Campus-Wide Standing Committee Annual Report and Evaluation

Prior to the next meeting, the Council will review the top portion of the Annual Report and Evaluation form. At the next meeting, the survey report will be reviewed and the Council will discuss the following and complete the bottom the portion of the form:

- Major Accomplishments and/or Achievements in the Past Year
- Major Obstacles or Problems with Committee
- Recommendations for Improving Process or Efficiency
- Committee’s Goals and Institutional Goals and were expectations met
- Committee’s Goals for Coming Year and list Related Institutional Goal

Item 8. Input/Discussion – Institutional Master Plan

The Institutional Master Plan (IMP) has been discussed by the Classified Senate and the Associated Student Board. Both the ASM Senate and the Faculty Senate discussed that the IMP was available for review and comments. Jayne noted that Rhonda Brown and Allison Varty agreed to meet with Nathan Rexford regarding the IMP.

Item 9. Employee Compensation

Jayne reviewed the document entitled, “Compensation Philosophy,” which was distributed at the April 10 meeting. Dr. Schoonmaker requested a subgroup meet to develop guiding principles regarding employee compensation. This document would then be shared with the various constituencies for discussion and input. Volunteers and suggested members for this subgroup are Dr. Schoonmaker, Jayne Turk, Debbie Dutcher, Nathan Rexford, along with a representative from ASM and Human Resources.

Item 10. Cost Containment Ideas

Due to time constraints, this item was tabled until the next meeting.

Item 11. Other

The last two meetings of College Council (May 8, 2019 and May 22, 2019) will be extended by one-half hour in order to complete business.

Jayne reported that the faculty representatives for College Council for 2019-2010 will be Hallie Coppi as well as herself. Patrice Thatcher will be substituting for Hallie while she is on leave during the spring 2019 and fall 2019.

Item 11. Other (Cont'd)

➤ **Future Agenda Items**

- *Review Nepotism Policy and Procedure (BP/AP 7310) - May*
- *Review of Administrative Procedure 2510 – May*
- *Governance Model - May*

➤ **On-Going Agenda Items**

- *Continuing work on BPs and APs*

Item 12. Adjournment

There being no further business, the meeting was adjourned at 5:43 p.m.