

**College Council Agenda
November 23, 2011
Draft Minutes**

Attendance: Heidi Hansen, Joe Madrigal, Leigh Ann Shaw, Regina Stanback Stroud (via conference call), Theresa Tentes, Mike Williamson, Edwina Yuan. Guest: Donna Bestock. Recorder: Golda Gacutan.

Absent: Linda Allen, Maggie Baez and Fermin Irigoyen.

Approval of October 26 Minutes

The minutes were approved as written. Madrigal/Shaw

Note: The minutes are posted in advance on the SharePoint site. Regina requested that members let her know if they don't have access.

Ed Master Plan Update

The plan has not been updated in three or four years. This project is being undertaken by the Institutional Planning Committee. The goal is to bring the plan to College Council in March 2012.

Shared Governance Review

Feedback Provided at Leadership Retreat (attachment)

The question is, "How do we view shared governance?" The Academic Senate, Classified and Administrators need to review the structure. The document was well put together by Joe Morello and Amory Cariadus.

Regina Stanback Stroud reported that the constituents joined the managers at the retreat to discuss the evaluation of our shared governance process. The council was reminded that evaluations should be done this spring. Amory Cariadus and Joe Morello modeled a really good process that brought people together and invited people to participate, plus they provided plenty of data and we pay attention to how shared governance can support student success. The regulations very clearly define shared governance. Mike Williamson recommended that we have groups on campus come together and discuss the process of shared governance and how it works. He also suggested that information be disseminated ahead of time so that people have the opportunity to review first. This group is really charged with shared governance on campus. Leigh Anne Shaw asked the purpose of these meetings, whether they will be informational or evaluative, to which the answer is evaluative. It will be a forum to bring all interested parties to give feedback, provide potential thought provoking questions: what works, what it isn't working, how it affects student success, the compendium and the model.

This committee needs to discuss when the forum should be convened and then a smaller task group will be charged with planning logistics. The initial date to be considered is in March 2012. Leigh Anne Shaw pointed out that Program Review is in April and that there is a Friday flex day

in March. Heidi Hansen is not sure if this will run up against March in March. For faculty, flex day has low attendance, but Leigh Anne Shaw suggested using technology to podcast the forum and create a site so that questions and suggestions can be uploaded. This can then be used for accreditation.

Regina Stanback Stroud said that the missing component with the technology is the interaction during the actual forum. Mike Williamson suggested that the date be discussed at the December meeting. Leigh Anne Shaw suggested asking Bryan Kingston about using his services.

Action Item: Joe Madrigal to work with Amory Cariadus to get Heidi Hansen a laptop.

Accreditation Update

Donna Bestock reported on the status of the accreditation teams and the process. The committee has been formed and all four constituencies are included. There will be broad representation and a full set of voices will be heard. A good deal of progress has been made. Each committee needs to be approved. We don't have teams officially, but they are being formed. As for deadlines, the writing teams will be formed before the winter recess. Donna Bestock said that it sometimes takes a while to get things approved. The last Academic Senate meeting is on December 9th. Mike Williamson asked that this topic be placed as an agenda item. Donna wants to see the composition of the entire committee. The last Classified Council meeting is on December 8th, as it is for ASSC. Donna Bestock requested that co-chairs send her the list of committees (writing teams) by December 6th. Mike Williamson asked Donna Bestock to disseminate information about the deadline to other co-chairs. Heidi Hansen asked if Donna Bestock knows the times of the meetings, which is really dependent on each of the committee. Heidi's concern is if there will be enough students on each of the committees. Heidi would like to know exactly what is needed from the members, which will include at least one meeting in late January or the beginning of February and the other towards the end of the semester. The committee chair is the go to person about getting information. The challenge is the writing schedule. Draft documents will be available on the web as well to help people to communicate. Donna Bestock will make several suggestions about possible content in the early meetings. Donna said she can put out a fact sheet, which can be put on the site.

Donna Bestock suggested that while folks are doing processes to please word it in accreditation language. Regina Stanback Stroud added that as people are doing things on campus, look at which standard it relates to as we're doing it; all evidence can be tagged as we work along the way. Additional people will be invited to be part of writing teams; the first go around is with composition of the writing teams to make sure that there is enough representation. If Donna Bestock can get the list by the 6th, she can turn it around as quickly as possible.

Registration Process

Heidi shared a list of student concerns:

1. Students need a Student Education Plan to register, but to get a counseling appointment students need to call by 8am. The appointment website has been down and all appointments in the next two weeks out have been booked.
2. Counselors don't seem to know when registration begins – specific student dates.
3. Students didn't know when they're registration date was; emailed late.

4. Printed schedule was not available until the Wednesday before registration started.
5. Concerned if these issues affected DSPS students.
6. Some classes in the printed schedule were not actually available, (i.e. a student entered the CRN, it was not a valid CRN; more accurate information is in the web schedule). Mike Williamson asked for specifics, stating that there should not be too many discrepancies in the printed and web version of the schedule. Mike also said that there will be cancellations, room changes, and the web schedule would be more current.
7. Since the priority registration changes, there isn't a clear correlation to registration date and students can't find a pattern to what the system is. Regina Stanback Stroud addressed this concern stating that it is a policy. For example Veterans register on the first day, by law there are students that get priority registration. Her concern is mostly with people with SEPs – the third group is continuing student with SEP – Regina was under the impression that all students with SEPs were included – the concerns need to be given to the right people in student services. The correct process should be included in the schedule. Priority registration was just discussed and decided upon, and this process needs to be followed – the concern is that the new process is not being followed. Heidi needs to be put in front of the right people.

Action Item: Joe Madrigal will further discuss these items with John Mosby, Sue Lorenzo and Heidi Hansen to get this clarified.

Student Success Task Force Recommendations

<http://californiacommunitycolleges.cccco.edu/PolicyInAction/StudentSuccessTaskForce.aspx>

A task force was formed in response to SB 1143, which recommended performance based funding for community college. The task force website is on the agenda. In the course of these recommendations, which are pretty controversial, changes were made based on the feedback to the recommendations. This is a political document, so it is missing a lot of things. There is not a single acknowledgement that community colleges deal with curriculum; it reverts community colleges back to the junior college philosophy. Regina Stanback Stroud said she will be doing her own decided analysis; she encouraged the group to go through the recommendations. This really does not involve student success. Mike Williamson said that the Board is having a study session on this matter.

Leigh Anne Shaw shared that the Academic Senates have been talking about this topic and information is posted on the website. The district decided to have forums. Heidi Hansen said that students are not aware of this policy; she will share this information with the students.

District Academic Senate SB 1143 Informational Forums

1. In an effort to educate faculty on the multitude of information that is coming out on a daily basis via the Student Success Task Force, and in light of the upcoming study session by the Board of Trustees scheduled for January 11th for which the Senates are to present voices of the faculty, the Senates have decided to host forums at each campus for faculty and staff to come and learn about the SSTF and the recommendations being discussed. Cañada's forum will be held on Thursday, Dec. 1 from 4-6 p.m. in Building 9,

Room 154. CSM's forum will be held on Wednesday, Dec. 7 from 4-6 p.m. in Room 10-468. Skyline's forum will be held on Thursday, Dec. 8 from 1-3 p.m. (location pending).

Free For All

Mike Williamson shared that the Vice President of Student Services candidates have been chosen and there will be a forum on Monday, December 5th in room 4170, starting at 1:30pm.

Occupy Protests – Mike Williamson addressed the group and asked if any of the constituents had concerns, questions, or suggestions in case this happens on campus.

- Heidi Hansen reported that Occupy Protests are on the ASSC agenda; there is an emotional reaction to what happened at UC Davis; people are stirred up by what happened at UC Davis.
- Leigh Anne Shaw said the senate has not met so she is not comfortable with responding for all; she said that it will be difficult to separate politics and education and referred back to the teach-in's, adding as long as it is safe and respectful.
- Edwina Yuan stated that at least two senators do not want to attach any movement to the Occupy name. It is not the political aspect; it is more that the freedom of speech momentum is more about what has happened at the UC's. Personally her concern is that it is done safely and some people would not want it to be connected to a financial agenda.
- Theresa Tentes said that she would like to see that any movement on campus will be safe and peaceful and that a safe place can be provided for such an event.
- Regina Stanback Stroud's view is that what we saw transpired at UC Davis is what should not happen. She wants the college to do what's necessary for preparation and response, whether it is a political response or educational, and regardless of the purpose, all need to be conscious about solutions. She made specific requests and made key points:
 1. Public Safety - to have protocol for how to respond
 2. Christianne Marra – types of communication needed
 3. Amory Cariadus – communication with students; whether there is a movement or not, or a forum, it all has implications (i.e. camp – public toilets, additional PS Officers)
 4. Eloisa Briones – projected costs
 5. Facilities – additional facilities staff to maintain grounds
 6. Amory Cariadus – info sheet
 7. FAQ for classified – discussed in Manager's Council
 8. These measures would help protect the lands that the community supported through bonds.
 9. The Administration supports the students on freedom of speech.

Constituent Reports

ASSC

- They held a canned food drive. They filled 5 fruit barrels. Clubs had one week for collections. Over \$2000 is going to Second Harvest.
- There have been changes in the Council:
 - Patiane Gladstone, the former Commissioner of Finance, has become the Student Trustee.

- Diana Kozlova, the former Commissioner of Activities, has resigned from the ASSC.
- Juliana Franco, the former Commissioner of Public Records, has become the Commissioner of Activities.
- Larissa Espada, the former Commissioner of Publicity, has become the Commissioner of Finance.
- This Thursday (Dec. 1st), the council will appoint a new Commissioner of Public Records and Commissioner of Publicity.
- Current project – conduct survey on parking issues, spearheaded by Christian Etienne. Mike Williamson suggested that the group work with David Ulate or Rob Johnstone in the Planning, Research and Development office.

Classified Council

- There was nothing to report.

Academic Senate

- The Senate did not meet, so there is nothing to report.
- Leigh Anne Shaw reported that the District Academic Senate has discussed moving the grade submission deadline up to December 20th to allow enough time for students to see their grades which could affect registration. However, this is not changing; grades will be submitted on January 3rd and students can't see them until Jan 5th. Starting for the spring 2012 semester, grades will be submitted one week after the semester ends. The push right now is the Pay to Stay policy.

Next meeting – January 25, 2012