



College Council Meeting Minutes

March 14th, 2017 | 2:00 -3:30 p.m. | 3134/N3213

Committee Description

College Council is a central committee that acts as an advisory group to the Superintendent/President for Board policies, administrative procedures and district goals, plans and priorities. It is a communication vehicle for recommendations and proposals that come through the participatory governance system and serves as a clearinghouse for college-wide information. College Council is responsible for approving new college-wide committees and revisions to existing college-wide committees, acknowledging and reviewing initiatives and end-of-the-year assessments from specified content committees, conducting and analyzing the faculty hiring prioritization process, providing new program development recommendations to Planning and Budget and the Academic Senate, providing new restrictive fund faculty recommendations to Planning and Budget and reviewing proposals and making recommendations for program revitalization, suspension, and/or discontinuance.

Committee members:

X	Gil Stork, Superintendent/President, <i>Ex-Officio, non-voting</i>
X	Deb Wulff, Vice President for Academic Affairs, Co-Chair of College Council
X	Marie Larsen, Division Chair, Co-Chair of College Council
X	Patricia Ewins, Vice President for Student Services and College Centers
X	Dan Troy, Vice President for Administrative Services, <i>Ex-Officio, non-voting</i>
X	Maria Escobedo, Dean for North County Campus and South County Center
X	Jason Curtis, Dean of Math and Science, Academic Affairs
X	Madeline Medeiros, Interim Dean of Humanities Academic Affairs
X	John Cascamo, Dean of WED Academic Affairs
X	Michael Constable, ASCC President

	Debra Stakes, Physical Sciences, CCFT
X	Lara Baxley, Academic Senate President
X	Hunter Perry, Cuesta College Classified United Employees Representative
X	Michele McAustin, Business Education Division Chair
	Anthony Gutierrez, Coordinator, Student Life and Leadership, service faculty
X	Catherine Riedstra, Dean of Student Services
	Rich Taylor, North County Faculty Representative
X	Steve Leone, English Division Chair
	Lisa Gray, Management Senate Representative
X,X	Guests: Brent La Mon, Kristin Pimentel,

Committee Initiatives 2016-2017:

ACCJC Standard(s)	Completed	In Progress	
	X		1. Work with Academic Senate Council and the IPPR committee to strengthen and update the revitalization, elimination, and discontinuance processes.
		X	2. Improve communication to the college community regarding college council
		X	3. Monitor institutional effectiveness recommendations and action improvement plans in the Mid Term Report

AGENDA ITEMS	WHO	TIME	INTENT	ACCJC Standard and /or Institutional Goal/Objective	Notes
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College Council Agenda: March 14th, 2017

<p>1. Approve minutes from the February 28th, 2017 Meeting</p> <p>a. MEETING TIME KEEPER: Michelle Mc Austin</p> <p>b. COMPUTER: John Cascamo</p>	<ul style="list-style-type: none"> • L. Baxley: Motion to approve • S. Leone: Second • APPROVE minutes as written and presented
<p>2. Request for new program approval for Global Studies (prefix GLST) with two new courses and ADT in the Social Sciences Division.</p> <p>New and Reactivated Program Approval Process GLST GLST 210 Intro to Global Studies Course Outline GLST 220 Global Issues Course Outline GLST TMC</p> <p>The Social Sciences Division would like to use the program/department name Global Studies to accommodate a new Global Studies ADT, which includes two Global studies courses and selected courses from Geography, Anthropology, History, Political Science, Economics, World Religions, and World Literature. With this proposal, two existing Geography courses would retain their course prefix/titles/numbers and would be placed in the Global Studies Department with the two new Global Studies courses, Introduction to Global Studies and Global Issues. The new Global Studies course outlines and the Cuesta TMC for the Global Studies ADT degree are ready for submission upon approval of the program and the new department name. (see New Program Approval Form, Global Studies TMC and course outline attachments)</p> <p>PROPOSAL: College Council endorses the new Global Studies program and moves to the Planning and Budget Committee and the Curriculum Committee for endorsement.</p>	<ul style="list-style-type: none"> • B. La Mon: New and reactivated approval form: Global Issues and Introduction to Global Studies. We do not need new faculty; we can draw from the interdisciplinary approach: political science, anthropology, English literature, economics, geography etc. We have many faculty members interested in this. If the two course are brought in, we will not have to rush into when we will offer them. SBCC has this degree already. • D. Wulff: Will you establish who will take on the Program Review responsibilities? • B. La Mon: I would like to designate someone within social science to be responsible for program review. We might want to bring in a full time person for global studies, but for now, we don't need it. • M. Larsen: Do you foresee hiring as an issue for getting this program off the ground? • B. La Mon: We currently have an open recruitment right now at COS, There is a person who is willing to move here and possibly teach. There is also a full time lecture at Cal Poly who is interested in the position. • P. Ewins: Do we have the MQ's from the chancellors for these courses? • B. La Mon: the MQ are interdisciplinary studies which required a masters in interdisciplinary • S. Leone: Do we have other interdisciplinary programs? • B. La Mon: I believe this is the first, and it is the first with the interdisciplinary MQ • S. Leone: Motion to approve • : Second • Group: Approve <p>PROPOSAL APPROVED : College Council endorses the new Global Studies program and moves to the Planning and Budget Committee and the Curriculum Committee for endorsement.</p>

<p>3. Adopt BP 4106 Nursing Programs</p> <p>This policy is required if the college has a nursing program</p> <p>PROPOSAL: College Council endorses the adoption of BP 4106 Nursing Programs and moves to Academic Senate for endorsement and to the Superintendent/President for BOT approval.</p>	<ul style="list-style-type: none"> • J. Curtis: This is a required BP since we do have a Nursing Program. We only included the pieces of league language that we need. We need to remove everything below last bullet. • G. Stork: If we needed to do the SNAPLE can we do this with a resolution? • J. Curtis: I don't think it would be necessary • J. Curtis: Motion to approve • G. Stork: Second • Group: Approve <p>PROPOSAL: College Council endorses the adoption of BP 4106 Nursing Programs and moves to Academic Senate for endorsement and to the Superintendent/President for BOT approval.</p>
<p>4. AP 5530 Rights and Grievances</p> <p>We are legally required to have an Administrative Procedure regarding Student Rights and Grievances. Currently, SLOCCCD does not have one. Our current Board Policy 5530 regarding Student Grievance Procedures is not necessary.</p> <p>PROPOSAL: College Council endorses the adoption of AP 5530 Rights and Grievances and moves to the Academic Senate for endorsement and to the Superintendent/President for approval and BOT information.</p>	<ul style="list-style-type: none"> • P. Ewins: We are required to have BP so we cannot retire our current BP until we replace it with something else. The request to remove the Maxient link has been met. The President's title was changed. We are now asking for endorsement (using a clean version) • L. Baxley: I spoke with Debra, this looks fine but the website link is still up however, a cease and desist order has been sent to remove this link. • P. Ewins: My supervisor is aware, I am waiting direction. K. Pimentel has a suggestion of how far out a student can change their grade. This does not really belong here, but we can enforce it here. We could change this to "grade cannot be changed for X number of years, if this committee so decides I think it would be wise to set a time limit. "A grade must be within two years of issuance" • S. Leone: Does this mean that a student can grieve their grade within two years? • Group: yes • K. Pimentel: I think two years is a good time limit • L. Baxley: We have always been told to keep finals for a year, I don't know if I have two years of room to keep this info. • S. Leone: Two years seems like a long time to hold onto this info. If we do two years this needs to be communicated • D. Stork: There are situations when a student comes to get a grade change; these are sometimes based on life situations. I think grade changes should be tied to something more specific. I don't want to be so tied to this grievance situation that we forget the other situations.

	<ul style="list-style-type: none"> • P. Ewins: can we use the word “challenge” instead? • M. Constable: I think clarity on this would be nice; there could be confusion on the student’s part. • P. Ewins: Those are two different things; you are referring to transfer courses. • S. Leone: Given what Dr. Stork shared, I think there is a difference between grievance and extenuating circumstance. • P. Ewins: we can put “challenge” grade change • G. Stork: Grade changes about extenuating circumstance can be an AP and can be included • M .Larsen: I think we should table this • L. Baxley: Let’s make corrections and then return it • M. Larsen: Let’s vote on the proposal to AS with the edits and back to CC • S. Leone: Motion to approve • M. McAustin: Second • Group: approve to move to Academic Senate and return to College Council after Academic Senate <p>PROPOSAL APPROVED (move to AS and return to CC): College Council endorses the adoption of AP 5530 Rights and Grievances and moves to the Academic Senate for endorsement and to the Superintendent/President for approval. and BOT information.</p>
<p>5. BP 4240 Academic Renewal AP 4240 Academic Renewal</p> <p>Review / Revised BP 4240 Academic Renewal Used CCLC Language for BP 4240 – title changed and language</p> <p>Review / Revised AP 4240 – Academic Renewal Title Changed Changed signing authority from Director of Counseling to Admissions & Records due to GPA calculation/academic history notation Changed from two years to one year of time elapsed to promote student success</p>	<ul style="list-style-type: none"> • K. Pimentel: BP/AP 4240 now called Academic Renewal. We are striking the previous BP • M. Larsen: Can you clarify what Academic Renewal means? • C. Riedstra: There are two ways that a student can improve their history. 1) Repeat the class, 2) previous academic performance is not reflective of current dedication: in this case we say that after X amount of time we will forgive the grades. • S. Leone: Does this include repeating? • K. Pimentel: If there is a repeated course, we cannot count that. • R. Taylor: What about the repeatability rule? If a course is under Academic Renewal does this count. • P. Ewins: Yes • R. Taylor: Is it possible that academic renewal is not possible for some students?

<p>Lower number of credits completed with proper GPA to promote student success</p> <p>PROPOSAL: College Council endorses the revised BP 4240 Academic Renewal and to moves to the Academic Senate for endorsement and, Superintendent/President for BOT approval.</p> <p>PROPOSAL: College Council endorses the revised AP 4240 Academic Renewal and moves to the Academic Senate for endorsement and the Superintendent/President for approval and BOT for information.</p>	<ul style="list-style-type: none"> • P. Ewins: Yes • L. Baxley: Motion to endorse revised BP • S. Leone: Second • Approve BP <p>PROPOSAL APPROVED: College Council endorses the revised BP 4240 Academic Renewal and to moves to the Academic Senate for endorsement and, Superintendent/President for BOT approval.</p> <ul style="list-style-type: none"> • K. Pimentel: We are trying to help students move on to CSU’s. We spoke with the counseling department to ensure they are in favor of this. We wanted to include the units and year requirements. Now it is more in line with other CA Colleges. • L. Baxley: Change BOT for information on the proposal • S. Leone: Motion to Approve • P. Ewins: Second • Group Approve <p>PROPOSAL APPROVED: College Council endorses the revised AP 4240 Academic Renewal and moves to the Academic Senate for endorsement and the Superintendent/President for approval and BOT for information.</p>
<p>6. Retire BP 4100.1 & AP 4100.1</p> <p>These policies are not legally required and Academic Senate has approved their retirement.</p> <p>PROPOSAL: College Council endorses the retirement of BP 4100.1 Certificated of Achievement and moves to the Superintendent/President and BOT for approval.</p> <p>PROPOSAL: College Council endorses the retirement of AP 4100.1 Certificate of Achievement and moves to the Superintendent/President for approval and BOT information.</p>	

Faculty Prioritization Sub-Committee Members			
	Debra Stakes, CCFT President	X	Lara Baxley, Academic Senate President
X	Bret Clark, Physical Sciences Division Chair	X	John Stokes, Engineering and Tech. Division Chair
X	Michele McAustin Business Education Division Chair	X	John Cascamo, Dean of Academic Affairs
X	Jason Curtis, Dean of Academic Affairs	X	Ron Ruppert, Biology Division Chair
X	Steve Leone, English Division Chair	X	Marie Larsen, Mathematics Division Chair
X	Don Norton, Human Development Division Chair	X	Mark Stengel, Director of Library/Learning Resources
X	Madeline Medeiros, Interim Humanities Dean	X	Brent La Mon, Social Sciences Division Chair
X	John Knutson, Performing Arts Division Chair	X	Catherine Riedstra, Dean of Student Services
X	Margaret Korisheli, Fine Arts Division Chair		Allison Merzon-Grant, Kinesiology/Health Sciences Division Chair
	Tony Rector-Cavagnaro, Languages & Comm. Chair	X	Marcia Scott, Nursing Allied Health Division Nursing Director
		X	Amy Kaiser, Student Development and Success Division Chair CSS ESL
Faculty Prioritization Subcommittee			1 Hour
Faculty Prioritization Survey Results			
Recommendations from Faculty Prioritization Taskforce		<ul style="list-style-type: none"> • P. Ewins: C. Riedstra: Will take the place for counseling since they do not have a representative present • D. Wulff: we are requesting two separate prioritization lists. • B. Clark: We need data that is equitable. I think we look to a new direction which involved disaggregating the list of positions that gets prioritized. • R. Rupert: how is this going to work during the selection process? • D. Wulff: One of the things I would like you to be aware of is that the Library and Distance Ed, do not have their own data sets from Institutional Research. • M. Larsen: I think Ron's question is different. How do we weave the position in to the lists between AA and SS? • D. Wulff: Planning and Budget (PB) committee determines the number of positions, then the Superintendent/President will make the decision based on the two lists. • B. Clark: PB will give a number, not dictate how many are instructional/non-instructional positions. They will only make a recommendation to the number. The Presidents Executive cabinet will then decide which will be funded on either side. 	
<ul style="list-style-type: none"> • Proposal: Request two separate prioritized lists, one for instructional and one for non-instructional. <p>Representatives from Library, Distance Education, DPSP, Health Center and Student Life with Institutional Research will determine data sets for non-instructional prioritization.</p> <p>Information: The Planning and Budget Committee determines the number of positions (instructional/non-instructional) to be recommended for hire and informs College Council. The Superintendent/President will determine which positions to hire, informed by the two prioritized lists (instructional/non-instructional).</p>			

- **Proposal: Modify the voting sheets to show the order of the presentation i.e.: all the classes ranked first in their cluster will go first, all ~~classes~~ POSITIONS ranked second in their cluster will go second etc.**
- **Proposal: The voting sheet will reflect REPORT the rank that the cluster gave the ~~course~~ POSITIONS on the voting sheet and show which courses were ranked first on the voting sheet with an asterisk.**

- C. Riedstra: Is there a reason that counseling is not included on the representative list?
- D. Wulff: We will include Counseling
- C. Riedstra: Why is DE included on this list?
- D. Wulff: They have a faculty member.
- B. La Mon: Will the committee know the proposed allocations for instructional/non instructional before they are prioritized?
- B. Clark: This info should be known before data collection. The faculty prioritization process is beginning now. We would know it before we request info from Institutional Research.
- D. Wulff: The Taskforce needs to vote on this if we add the executive cabinet portion.
- D. Norton: When we did the research, the non-teaching faculty were chosen by the president -- would this remain the same?
- D. Wulff: We need a process for how these are ranked.
- S. Leone: Does the president want to determine this?
- G. Stork: I think this is very premature based on the needs coming from faculty. I would prefer to see the institutional treatment of these positions based on the information we gather. I can determine what the mix will be. I understand that the concern is how many we rank; I would not be able to determine the split without the information from the faculty. I will rely on my VP, but I will make the final decision.
- D. Wulff: The taskforce felt it was difficult to vote without knowing the priorities. Our suggestion is that all of the positions ranked first would go first, second would go second etc. We would also reflect the rank on the voting sheet. We felt this was equitable.
- M. Larsen: If someone ranks a positions higher than how it was ranked will that vote be thrown out?
- M. Medeiros: No, this is only to help everyone keep in mind how the cluster that the request came from voted.
- P. Ewins: Would everyone still hear the presentations.
- D. Wulff: Yes

- B. Clark: I understand, Gil that your decision is more informed after the presentations and data reports. What if the number of positions ranked is up to the cluster? Then each group is informed of how many positions will be ranked.
- D. Wulff: That is already in our process, we just need to define each side of the instructional/non-instructional ranking. The non-teaching positions are not in Cluster 1-3. They are only in my cluster so they would not interfere with the cluster. Student Service compared to Academic Affairs. Cluster compared to Cluster
- B. Clark: The Faculty Prioritization Handbook needs to be updated to reflect the process. Some of the questions in the handbook need to be revised. Proportionality will be the same. It does not make sense to request that Institutional research create 40 data sets when we are only going to rank 10 positions.
- D. Wulff: During the first meeting we decide how many we will rank. We need to have agreement to change the handbook to reflect the proposals we have brought.
- B. Clark: these changes need to come back to the committee (not the first read at next meeting but via email)
- R. Ruppert: Motion to reflect changes in the handbook (first proposals)
- M .Larsen second
- Group: Approve

Proposal APPROVED: Request two separate prioritized lists, one for instructional and one for non-instructional.

- Second proposal: L. Baxley motion to approve
- M, McAustin: Second
- Group: Approve

Proposal APPROVED: Modify the voting sheets to show the order of the presentation i.e.: all the classes ranked first in their cluster will go first, all positions ranked second in their cluster will go second etc.

- Revisions to Third “will report” proposal: “position” “positions”
- L. Baxley: Motion to approve
- B. Clark: Second

	<ul style="list-style-type: none"> Group: Approve <p>Proposal APPROVED: The voting sheet will report the rank that the cluster gave the position on the voting sheet and show which courses were ranked first on the voting sheet with an asterisk.</p>				
<p>Next Meeting will be on March 28th, 2017 in room 3134/NC3213</p>					
<p>Standing Reports</p> <ul style="list-style-type: none"> Educational Master Plan Ad Hoc Committee Board Policy Taskforce Update Planning and Budget Committee Academic Senate Council Content Committees: <ul style="list-style-type: none"> Accreditation Steering Committee Outreach Committee Equity Action Committee Distance Education Institutional Effectiveness Student Support and Success 					