**College Council Meeting**

**Agenda**

**February 3, 2022**

**3:15 - 5:00 PM**

**COMMITTEE FUNCTION:**

The College Council is the highest policy recommending body in the District. The Council must involve and utilize the opinion of all constituent groups. Given the Council's position in the governance structure, the specific areas of responsibility can be delineated as follows:

1. College Council is responsible for the review and supervision of all District committee systems.
2. The Council serves as the final "review" body for all policy recommendations emanating from District committees.
3. The Council remains the highest policy articulation group for the District, and therefore must insure that all District constituencies have had adequate participation in the formation of policy issues.
4. College Council will review District plans with an eye to identifying aspects of the plans that have implications for policy, procedures and/or committee charges. The purpose of this review will be to ensure that appropriate conversations have taken place between initiators/authors of the plans and the constituent group(s) or District personnel responsible for the policy, procedure and/or committee charges.

Ad hoc study groups or task forces, with appropriate constituent participation, may be formed by College Council when topics fall outside the range of the existing committee structure or involve multiple constituent groups.

**Present**: Laura Aspinall, Pedro Avila, Anne Donegan, Gene Durand, Sean Martin, Jane Saldaña-Talley, Sandy Sigala, Delashay Carmona-Benson, Julie Thompson, Debbie Weatherly (Karolina Nazario - notetaker)

**Absent:** Kate Jolley

# REVIEW of AGENDA

# ANNOUNCEMENTS

Jane announced that the District plans to contract with a Community College League of California (CCLC) consultant to assist with the CCLC policy template implementation, including renumbering all BPs and APs and facilitating the College’s work of organizing, reviewing, and updating all remaining BPs and APs.

Anne asked if the support person will also write content, and Jane clarified that they will not.

Delashay requested a review of 9+1 with a legal lens for a better understanding among the Council members. Julie added that this will be addressed later in the meeting.

**APPROVAL OF MINUTES**

January 20, 2022, Meeting Minutes will be reviewed at the next meeting.

# INFORMATION

1. College Council, Policy/Procedure, and Participatory Governance System – Jane and Julie

Julie suggested reorganizing the agenda template, with one section for Policy and Procedure and another section for Participatory Governance. This could help with housekeeping moving forward. Jane added that it would also be helpful to clarify the College Council’s charge.

**DISCUSSION AND POSSIBLE ACTION**

1. Review updated draft of “Principles” document for participatory governance redesign project – all

Julie screen-shared a copy of the updated document. The document was reviewed, and small edits were incorporated. Additional suggested edits will be incorporated into the draft as homework, outside of the College Council meeting.

1. Resume work on list of committees, councils, and charges; spreadsheet – all

Julie shared her screen and made updates on the spreadsheet that all Council members received. Julie suggested color coding the spreadsheet with 9+1 and 10+1 indicated for each committee it pertains to. Laura asked if the document will be shared widely and Jane clarified that this is a working document for College Council at this time. The finished draft will be shared with the college community.

College Council members resumed review of the list.

District Facilities Planning – Kate has a proposal for this committee; due to her absence, it will be discussed at the next meeting. Jane added that the charge is dated and questioned how active the committee is vs. the Board Facilities Committee. Laura asked how the District would solicit input from the community about space usage if this committee were not in place and that it would make sense to have it as a subcommittee of PBC. Jane added that the College does have a Facilities Master Plan.

District Online – Anne pointed out that the charge is out of date and the committee’s work could be done at the department level. Sean added that some of the work the committee does falls within the scope of bargaining and that online instruction has become a working condition. Laura asked how constituents would be advised about changes to Distance Education that are bigger than a department if this committee did not exist.

Laura pointed out that there might be an issue in how the Council is looking at each committee’s work – deciding whether or not the committee should continue vs. imagining the kind of work the committee could be doing or how it could connect to other committees. The need should be identified and then the committee structured to meet those needs.

Pedro added that some committees could be workgroups or taskforces that can work on a specific project and later be disbanded.

1. Process for progression of policies and procedures, constituency group interest – Jane and Julie

Chapter leads are responsible for advising College Council of the policies and procedures being updated prior to going to the Board of Trustees for first reading/approval (for BPs) or as an information item (for APs).

Jane added that when the list of policies and procedures is being reviewed in College Council, it will be the time for the constituent leaders to speak up and ask to be involved in the process of developing the policies and procedures as they are being worked on. Laura echoed that there will be a benefit to having noted in the meeting minutes when a constituent leader asks to see the policy.

Jane noted that the tracking spreadsheet will be in Teams for the Council to review at any time.

1. Policy updates – Vice Presidents

Jane updated the Council about the status of a number of policies and procedures in the Academic Affairs chapter that will be reviewed by the Educational Planning and Coordinating Council (EPCC). In addition, Julie and Jane are working together on several policies and procedures in the Superintendent/President chapter. Gene did not have an update at this time. Faculty Hiring and Equivalency will be reviewed together with the Academic Senate. Pedro has a number of policies and procedures in the Student Services chapter that will go for Cabinet review and possibly come back to College Council. There are a few policies that the Board is working on as well, and Zehra and Dr. Chong will advise College Council prior to submitting them for Board approval.

**PENDING/FUTURE ITEMS -** [**Teams**](https://srjc.sharepoint.com/%3Af%3A/s/CollegeCouncil/Epa0Um5vK6xBgeCkY0x3k50BejcgYlaq-m2tsr1u7Mtz9A?e=2RvVQd)

**College Council Meetings for 2021-2022**

All meetings are on the 1st and 3rd Thursdays of the month at 3:15 p.m. Agendas will be distributed electronically before each meeting. If you have agenda items that you plan to bring forward, please contact Jane Saldaña-Talley and Julie Thompson (cc: Karolina Nazario).

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| **Fall 2021** | **Spring 2022** |
| ~~Thursday, September 2~~~~nd~~ | ~~Thursday, January 20~~~~th~~ |
| ~~Thursday, September 16~~~~th~~ | ~~Thursday, February 3~~~~rd~~ |
| ~~Thursday, October 7th~~ (cancelled) | ~~Thursday, February 17~~~~th~~– PDA Day |
| ~~Thursday, October 21~~~~st~~ | Thursday, March 3rd  |
| ~~Thursday, November 4~~~~th~~ | Thursday, March 17th  |
| ~~Thursday, November 18~~~~th~~ | Thursday, April 7th  |
| ~~Thursday, December 2~~~~nd~~ | Thursday, April 21st  |
| ~~Thursday, December 16~~~~th~~ | May 5th - tentative |
|  | Thursday, May 19th  |