



COLLEGE COUNCIL MEETING

FEBRUARY 21, 2019

3:15 - 5:00 PM

DOYLE LIBRARY, ROOM #4248 (1ST FLOOR) – NEW LOCATION

COMMITTEE FUNCTION:

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:

- a. College Council is responsible for the review and supervision of all District committee systems.
- b. The Council serves as the final "review" body for all policy recommendations emanating from District committees.
- c. 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.

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.

Draft Minutes

Present: Jane Saldana-Talley, Karen Furukawa, Karen Frindell Teuscher, Eric Thompson, Phyllis Usina, Laura Aspinall, Jordan Mead, Sean Young

Absent: Pedro Avila, Kate Jolley, Cece Jones, Eduardo Osorio Juarez

Guests: Leila Rand, Robin Fautley

APPROVAL OF MINUTES

Due to the timing of distribution of the minutes it was agreed to hold the approval until the March 7th meeting.

ANNOUNCEMENTS/ REPORTS

Jane gave a brief report on the Midterm Accreditation Report that has been distributed to the college community for review and comment.

DISCUSSION/ACTION

● **Policy/Procedure**

2.17/P – Accessibility of Information and Communications Technology - 3.12.3/P Accessibility of Online Web-Based Instructional Materials (strikethrough) - Karen Furukawa has agreed to be the component administrator who will “carry” this policy through to Board approval. The Council members confirmed the edits and strikethroughs that Leila will be presenting to constituent groups. The Council reviewed the cover sheet and who the policy would be reviewed with and agreed that it was ready to be taken to various groups.

4.3.2/P Faculty Hiring – the Council requested that the procedure for 4.3.2 be brought back to a future meeting with the policy and that both be the officially approved versions by the Academic Senate.

It was agreed by the Council that additional edits needed to be done to the Policy and Procedure 4.3.2b/P Equivalency of Faculty Qualifications before it was reviewed by the College Council.

3.15 Final Examinations – a change was recommended that courses with two labs a week be allowed to give both lecture and a lab final during finals week. Council members inquired regarding lab impact for all disciplines and also asked about the impact on classified professional staffing of labs. The Council agreed this was a Category 3 change and that the policy was ready to go forward for review and a cover sheet was completed.

- **Committee**

- Was there a recommendation that there will be a change made to the Equivalency Committee?

- **Review Pending Agenda Items**

2.1/P revisions – Procedures For Developing And Revising District Policy And Procedures – Eric Thompson - Eric Thompson is suggesting revisions that will allow for deletion of Board Policy and has agreed to bring those forward to the next meeting

CONSENT AGENDA – None.

FACULTY SENATE CONSULTATION AGENDA (Title 5 Mandated Senate/Board material) - None

PENDING AGENDA ITEMS (attached)

- College Council Style Manual – Jane/Phyllis
- CCL Policy Manual Template – Phyllis/Jane

College Council Meetings for 2018-2019

All meetings are on the 1st and 3rd Thursday of the month at 3:15pm in Doyle Library, Room 4248. Agendas will be distributed electronically before each meeting. If you have agenda items that you plan to bring forward, please contact Jane Saldaña-Talley or Phyllis Usina.

Fall 2018	Spring 2019
Thursday, September 6 th	Thursday, January 17 th
Thursday, September 20 th	Thursday, February 7 th
Thursday, October 4 th	Thursday, February 21 st
Thursday, October 18 th	Thursday, March 7 th
Thursday, November 1 st	Thursday, March 21 st – Spring Break
Thursday, November 15 th	Thursday, April 4 th
Thursday, December 6 th	Thursday, April 18 th
Thursday, December 20 th -cxl	Thursday, May 2 nd – Faculty Awards
	Thursday, May 16 th

Committee Membership for 2018-2019

Name	Type	Name	Type

Jane Saldana-Talley	A	Phyllis Usina	F
Pedro Avila	A	Laura Aspinall	F
Karen Furukawa	A	Cece Jones	C
Kate Jolley	A	Jordan Mead	C
Karen Frindell Teuscher	F-AFA	Eduardo Osorio Juarez	S
Eric Thompson	F	Sean Young	S