**College Council Recharge**

**January 26, 2015**

**10:15-11:45 / RR117**

Present: Phillip King (Co-chair), Amanda Coffey (Co-Chair), Johnney Russ (ASG), Jenelle Vader, Nora Brodnicki, Shelly Parini, Kate Gray, Patricia DeTurk, John Phelps, Tami Strawn (recorder)

Reviewed changes to committees webpages. Need to add phone numbers of Amanda & Phillip in new paragraph on the committee webpage. Any changes to a committee webpage will be coordinated with that committee. Tami will begin cleaning up the websites.

What if there is a disconnect with what a committee says they are doing and what they are actually doing? CCR will make all recommendations to PC. If they have been operating that way for a while, what do we do?

Assessment Committee needs to be added to the list of committees on website. It used to be on there.

STEM wants to be a committee. What is the process for creating a committee? Shelly informed us that the web committee can come down. What about the web shepherds group? It does not fall under ITC. Our job is to look at how it fits in the context of what CCC is currently doing. Maybe it’s actually a subcommittee. SWAG is another one that may be a committee? We also have task forces – like the 50th anniversary task force.

When do new committees come forward? Do we make that decision? Where does it go? How are committees created? Who does the document?

It states on the Campus Use website that any recommendations go straight to PC not to College Council.

Maybe at onboarding, an employee can be assigned a committee and here’s what you do.

The cleanup of committee websites is to be clear. On the committee website the header only stated committees. It has been changed to councils and standing committees as that page shows both.

Students now have a link to get into the committee page on their portal.

Johnney and Phillip sat down and looked at every CCC committee website and who to contact.

Philliip and Amanda looked at a few other college’s websites. They showed the websites of Haywood Community College and Austin Community College.:

* Austin Community College. Liked their part about shared governance which shows structures and functions of their college. How does the college do shared governance? Definition of council and committees (standing and adhoc). Good definitions. Have an academic council.
* Haywood Community College. Defines standing committee. Simple. Succinct, consistent views. Very clean. Same format for each committee.

Johnney could see students using something like Haywood more than ours. Clean-cut, finite information. Clean up website get more students looking at it. Need consistency.

Phillip will send links when he finds them so this group can see structure and definitions.

STEM – maybe a subcommittee or a task force. Internal advisory committee. Have them come present. Structure moving to have forward thinking. Then pass up to PC.

Assessment Committee is ok to put on committee webpage. Kate and Tami will work together to get it up.

Reviewed 1/16/15 College Council presentations – Curriculum Committee and ISP.

* Curriculum Committee presented by Steffen Moller - handout given.

It was discussed that in the mission/charge it states that the Curriculum Committee oversees the quality and content of course outlines, etc. But it seems like the committee is actually doing more of dotting the i’s and crossing the t’s. What does the quality and control really look like? How would the committee do it? Who do they report to? Maybe a flowchart would be helpful. Is the membership right for this committee? Should there be 2 standing members from each department? Maybe there could be faculty training to understand what the standards are, what Lynda (Curriculum Office) does, so they don’t get a different answer every time. How can people on the outside of the department look at another department’s content on their outlines? There is tension between faculty and non-faculty as one may not know the nuisances of the others department. There should be guidelines and trainings with a clear task and purpose. Johnney didn’t like the way the third paragraph, first sentence was stated “The important part is what the students learn – the outcomes”. We can finally ask, how did we get there?

* ISP presented by Sue Goff - handout given.

Sue did a good job with the presentation. Membership is broad. Possibly should have a heavier emphasis on the student services side. The committee is working on pulling the procedures out and putting them into the appendix. Procedures change and they would have to come to College Council every time one changes.

Should we give each presenter a template? A structure of a charter needs to be sent to all. What do we mean by standards/procedures? Are we using the correct definition?

Shared governance important here. Co-chairs of these would be great. College admin and faculty member on some?

Lynda’s replacement. When will they be hiring?

Who is presenting at next meeting?