**College Council Recharge Committee Meeting**

**April 20, 2015**

**8:30am-10:00am / RR117**

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| **Additional Follow-up on 2 Presentations from College Council on April 3, 2015:**  **Financial Aid (FA) Advisory Board:**  Who are they advising? Reporting out to whom? Recommendations together to positively affect students. Makes recommendations. Financial Aid to…….  **Scholarship Committee:**  Talked a lot about software purchase. Implemented a new process. Could have been rolled out differently - could have been better. Group made decisions that affected a lot of people. If they are making those kinds of decisions and if affects more than 2 departments? That’s on the grid. There needs to be a distinction between how to define and how communication should happen. What is its primary purpose? Groups in same status have no idea of who they are reporting to. Didn’t know who to go to and moved fast. Who’s affected by this decision? And how to take those steps. How should it happen? Not making decision, but advising. What are we hearing about this group? Advisory group reports to someone else.  FA is localized but affects entire college. Can’t move everything operational to the whole college as it would take forever to get anything done. Continue to make adjustments to use software. How many scholarships available? Broadening scholarships? Review apps who might have access or awarded them? Students not sure where to go re: scholarships? It’s difficult. Can’t give them information on how to fill it out – how to get it? English department has scholarship writing course. No one has shown ASG so they can help students. Scholarship to….  Issues:   * Scholarships * Students can’t find them * Staff/faculty can’t access the application   Presentation was not very informational. Separate but still part of the college. No transparency. No communication. Not only the scholarship element but the foundation as a whole.  Come back to working groups. Expectations for communications. Regular report somewhere.  Doing already or what should they do? Do all advisory groups do that? Automotive Advisory group – work together with the instructors in automotive.  Advisory group added check mark to Reports to another named group for broader representation. |
| **Review of Recharge Presentations from College Council – April 17, 2015 and Grids Discussion**  At College Council last week the following committees presented:   * Campus Use and Development Committee (CUDC) and its 4 subcommittees   + Signage   + Grounds   + Foodservice   + Safety * STEM * International Education Committee   STEM is a brand new group. Sue Goff asked if they could present at College Council to tell people what they are doing. How it got started? Small working group of math and science. Came to several people and asked. External and internal force to generate this. Student who have interest in these fields. Sometimes comes to us externally – sometimes starts organically. We as a group or college needs a mechanism to decide what they are. We have to be careful – do they ask? Who do they ask? Want representation and a voice? Put together a charter. Want to do right now?  Make CCC an awesome place to come and study STEM related fields. Want high school students to know if this is an area of interest to them, here’s the place to come. Transfers to 4 year institutions and work in related fields. Core faculty to support and advise those students.  Outcome: A place where STEM can happen. Prepare students for STEM careers. Support students who are STEM. Collegial interconnections.  STEM wants to keep moving. If you need to put us in a defined structure, let us know. Here is where they fit? Workgroup or advisory? Can a workgroup make recommendations?  The definition of working group from Wikipedia is an ad-hoc group of subject-matter experts working together to achieve specified goals. The term sometimes refers more specifically to an interdisciplinary collaboration of researchers working on new research activities that would be difficult to develop under traditional funding mechanisms (e.g., federal agencies). The lifespan of a working group can last anywhere between a few months and several years. Such groups have the tendency to develop a *quasi-permanent existence* once the assigned task is accomplished hence the need to disband (or phase out) the working group once it has achieved its goal(s). Working groups are also referred to as *task groups*, *workgroups*, or *technical advisory groups*.  Don’t understand groups making decisions. Not calling them a workgroup yet, not charged with making any decision yet. Task force – short term. Does task force make team-defined decisions? Recommendations that are passed on. Team-defined decisions: specific to the group – what the group is going to do, how it’s going to do it. Could move to another category. All make team defined decisions. Put x’s in each group. Even if it’s all, we want them to know they can make their own decisions regarding their group. Yes you can make your own team defined decisions.  When something gets started, we want to respond back with go, this is how you are defined. Need to stay focused. Don’t do too many things. Maybe you should come back to us with what you want to do? Advisory groups convened to direct and guide an established group. What if it doesn’t have a particular group to advise? Begin as a workgroup and as they evolve, they go away or a great thing could happen – become a committee or group. Very basic entry level category. Talk about an interest.  The definition of Internal Advisory Committee on CCC’s committee website page: Established to advise a person, office, or function. Internal advisory committees report to a Vice President, Dean, or Director. These committees will normally represent all constituencies and link with other committees. Expectations will vary depending on each committee's charge. They do not necessarily need to have assigned rotating slots. The committee chair will be responsible for managing the charge and membership.  Has to have a place to land but not yet an advisory committee. Temporary nature. They can exist and talk about things and if you want to do this….then you are moving into a different place in the organizational structure in the college. Remain a working group a little longer and move into a different status. Exploratory workgroup. Based on our check boxes, hit the x’s.  STEM – ~~exploratory~~ workgroup.  Events – Inservice or CAP – activity for Presidents’ Council. Subcommittees stay – task force for a duration. Get rid of event. Add subcommittee. Both temporary/ongoing. Reports to another named group for broader representation. Summary report. Makes recommendations. Make team defined decisions. Both content x’s. ~~campus-wide representation~~ , now subject-specific experts. Larger group responsible for campus wide representation. Regular reports and posted minutes.  Changed – added or - Regular reports and/or posted minutes.  Who does reporting out? Subcommittee may not do report out. Would be broader committee.  Break out communication – report to another named group – reports to college community.  ~~Reports to another named group for broader rep~~  Eliminate event column. Take out parenthesis in committee (CC).  International Education Committee: Mission and charge. Up on their website their charge & charter are the same. Need to clean up members. Advisory group – like scholarship. Who do they report too? Do pass information on. Work group? Supporting things the college already has done, already established. Develop new program/internationalize college curriculum. Do they do them or do they make recommendations? Give it to someone else. Makes recommendations? Do they have subcommittees? Are they different than STEM? Representation from all over campus. Advocacy for education like STEM. Have specific outcomes in their charge. Have developed their charge on their own. Help create defining structure. Very specific activity. Lots of work and needs college buy-in. Short term study abroad. Making recommendations to us on how to do that. Could we ask them? Here’s what we think. IEC either work group or advisory. When we come to our meeting next time…keep it moving. Firmed up grid. Couple more groups presenting at CC. Do as much as we can to review. Fill in the lists.  Take off shading from grid.  Inservice – a work group. |
| Present: Phillip King (co-chair), Amanda Coffey (co-chair), Nora Brodnicki, Patricia Deturk, John Phelps, Johnney Russ, Kate Gray, Jenelle Vader, Tara Sprehe, Tami Strawn (recorder) |