

# College Council Minutes

Date: 6.1.18 | Begin: 12:00 p.m. End: 1:30 p.m. | Location: CC127

Item/Presenter	Minutes
<b>Minutes</b>	Minutes from the meeting held on 5/18/18 were previously sent out for review. Any comments and/or corrections, please contact Beth.
<b>New CARE/BIT Model</b>	<p>Jennifer Anderson, the current chair of the Behavior Intervention Team (BIT), shared some new thinking and proposed changes for the upcoming year. In the current model, there are some limitations, so the team is suggesting a name change from BIT to CARE: C = Coordinates A = Assesses R = Responds E = Engages. The college will move from a decision tree model to an online centralized referral process when faced with potential students of concern. When a referral is submitted, you will receive an email confirming the referral has been submitted. With this process, the CARE team can respond to student issues of concern and establish a single source for reporting distressed, disruptive, or dangerous student behavior in one place. This will allow improved intervention while maintaining a multidisciplinary team approach. In regard to the Threat Assessment Team (TAT), the Director of College Safety asked that the college establish this to review situations and assess the level of risk of threat. This team would include the same members as BIT plus a member from Human Resources. When necessary, TAT Level 1 is convened by the Directory of College Safety, and when there is a significant level of threat the Director would recommend to take TAT level 2 recommendations to the County Threat Assessment Team and report back to the college. TAT cases will be reviewed or debriefed during CARE meetings. Conduct is sometimes outcome of student behaviors. The Conduct Team is comprised of our Associate Deans who meet to review cases and work to provide consistent, college-wide disciplinary decisions.</p> <p>Please send your feedback and suggestions. We plan to rollout the new CARE model to all faculty and staff beginning fall term.</p>

<p><b>Board Policy Revisions – 2<sup>nd</sup> Read/Approval</b></p>	<p>This is the second read/approval for revisions to the following Board policies.</p> <ul style="list-style-type: none"> <li>● ECACB: Unmanned Aircraft System aka Drone – No changes.</li> <li>● JB: Nondiscrimination Equal Education Opportunity – No changes.</li> <li>● JEC: Admissions – Presidents’ Council changed a few items including “welcome” not limited to only students.</li> <li>● JECA: Student Residency Requirements – No changes.</li> <li>● JO: Student Records – No changes.</li> <li>● JO-AR: Student Records-Directory Information – Recommend to delete.</li> <li>● JOA: Directory Information – No changes.</li> <li>● KBE: Political Campaigns – No changes.</li> <li>● KI-KJ: Solicitation – No changes.</li> </ul> <p>These policies will go to President’s Council next week and then to the Board for approval.</p> <p><b>College Council, May 18 – Follow Up</b></p> <ul style="list-style-type: none"> <li>● KL: Complaints – It was decided to pull both the Board policy and the AR due to the volume of questions. Work will continue over the summer and the second read will come forward in the fall.</li> </ul>
<p><b>ISP Reads</b></p>	<p>Sue Goff and Dru Urbassik brought forward the following Instructional Standards and Policies.</p> <p><b>ISP 491 Residency Requirements for Graduation</b> – second read. Letter c under Standard 1 was added, <i>Students who have earned a minimum of 25% of their credits and a minimum 2.0 GPA at CCC.</i></p> <p><b>ISP 191 Administrative Withdrawal</b> – second read. No changes from the first read.</p> <p><b>ISP 150 Online Courses</b> – first read for this new ISP. Taylor Donnelly served on an ISP subcommittee that looked at best practices for online teaching and online course standards from other community colleges and institutions. The information was reviewed, and they worked to draft both a standard and a procedure for this new ISP. Taylor stated that the subcommittee’s initial thoughts were to articulate the need for instructor presence as well as communicating within the course. The ISP has been reviewed by the Faculty Senate. There has been a lot of collaboration to get this ISP to the point that it is now. The second read will take place in the fall.</p> <p>Question: Tara asked if we have something similar for our face-to-face classes. Sue responded no, not at time, but ISP felt that it was important to have for our online courses because some of our requirements for Financial Aid and Disability Resources are very specific.</p>

<p><b>Survey of Surveys</b></p>	<p>Lisa Anh Wang from Institutional Research sent out a survey to gather information about past student surveys requests at the college. She inquired if there are topics across the college requesting similar student information that could be gathered to serve our many purposes? How can we work across the college to not only better communicate but coordinate future surveys? Lisa wants to work together to make the best use of all our time and respect the time of our students.</p>
<p><b>Committee Reports</b>  <b>1. Presidents' Council / Sue Goff</b>  <b>2. Curriculum Committee / Jeff McAlpine</b></p>	<p><b>Presidents' Council:</b> Included reviewing some of the Board policy we reviewed today.</p> <p><b>Curriculum Committee:</b> The committee provides guidance, advocacy, and oversight for curricular issues that are cross-departmental or institutional in scope and impact. The Curriculum Committee works with: the Curriculum Office; Instructional Standards &amp; Procedures Committee; the Assessment Committee; and other college entities as necessary. Reminder that all course outlines are viewed every five years through the Curriculum Committee. The committee had many accomplishments, goals, and objectives: reviewed a backlog of edited outlines from when CCC has a three year review cycle; focused on General Education and Related Instruction reviews; created review teams for both of these certification areas as well as created checklists for review that reflect state requirements; cleaned up "placement into RD-115" language in course requisites; updated many programs with the credit change for MTH-050 from 3 to 4 credits; and distinguished implementation times. Future work will focus on Foundational Curriculum.</p>
<p><b>Association Reports</b>  <b>1. ASG /</b>  <b>2. Classified /</b>  <b>3. Part-Time Faculty / Leslie Ormandy</b>  <b>4. Full-Time Faculty / Casey Sims</b>  <b>5. Administrative Confidential / Sue Goff for Jaime Clarke</b></p>	<ol style="list-style-type: none"> <li>1. <b>ASG:</b> No report.</li> <li>2. <b>Classified:</b> No report.</li> <li>3. <b>Part-Time Faculty:</b> The election is ongoing. All positions are running unopposed. Our scheduled meet and greet on June 3 was a success. Our final board meeting for 2017-18 is scheduled on June 15. Part-time faculty member, Mary Jean Williams, was voted in as an alternate chair for the Curriculum Committee.</li> <li>4. <b>Full-Time Faculty:</b> The Faculty Senate will meet next week to continue to address the need for hiring nursing instructor with the national crisis. Casey recruited James Bryant-Trerise as next year's Senate secretary. Laurette Scott will be the full-time faculty president next year with Dustin Bates as the president elect.</li> <li>5. <b>Admin/Confidential:</b> Sunny Olsen will lead the group next year.</li> </ol>

<p><b>Announcements / All</b></p>	<p><b>Sue Goff</b> – Ground breaking for DeJardin expansion today.</p> <p><b>John Ginsburg</b> – The Diversity, Equity and Inclusion Committee have finalized the subcommittee descriptions.</p> <p><b>Denice Bailey</b> – There is still time to volunteer to help with graduation either on Thursday or Friday.</p> <p><b>Casey Sims</b> – The OEA Foundation has extended the grant limit for community college from \$2,000 to \$5,000. The OEA Foundation provides educators with up to \$100 grants to help students meet basic, urgent and immediate needs so they can succeed in school.</p>
<p><b>Present</b></p>	<p>Sue Goff (Chair), Leslie Ormandy, Jeff McAlpine, Ryan Davis, Joyce Gabriel, Sunny Weinard, Emilie Azorr, Mary Vest, David Plotkin, Denice Bailey, Sunny Olsen, Chris Sweet, Karen Ash, Andrea Vergun, Stephanie Schaefer, Donna Larson, Lizz Norrander, Sarah Hoover, Tara Sprehe, Laurette Scott, Lisa Reynolds, Casey Sims, Dru Urbassik, John Ginsburg, Andrea Vergun, Taylor Donnelly, Kim Kirchhofer, Beth Hodgkinson (Recorder)</p>