



College Governance Council
Wednesday, September 25, 2013
2:10-4:00 pm, Building 4, Room 4343

Draft Minutes

Attendance: Linda Allen, Pat Tyler, Kayla, Priscilla, Leigh Anne, Joi, Kate, Regina, Eloisa, Sarah

Recorder: Theresa Tentes

Approval of May 22, 2013 Minutes

(M/S/U Kate Browne/Linda Allen) The CGC approved the May 22, 2013 minutes.
Abstentions - 2

Classified Senate Report

Linda Allen met with the Accreditation Visiting Team Chair and Assistant September 5th in preparation for the site visit in October. Pat Tyler Chaired the Senate meeting September 5th in Linda's absence. At the September 5th meeting Ricardo Flores, Instructional Technologist made a presentation to the Senate and offered to give a tour and training of the CTTL. The Classified Senate Board is planning to be trained by Amory Cariadus on the Brown Act and Roberts Rules of Parliamentary procedure in order to be consistent with the way other organizations on campus are functioning.

Pat Tyler has created a new logo for the Classified Senate. She is working with Cherie Napier to finalize the new logo. Linda Allen and Leigh Anne Shaw met to finalize the bylaws.

ASSC Report

Kayla Razavi, President of the Associated Students of Skyline College (ASSC) reported that at the ASSC recent meeting they have appointed 7 new Senators and looking forward to more members to join soon. Last Friday, September 20th there was training for the 7 new Senators on their roles and responsibilities.

Kayla as well as members of the ASSC will be attending the California Community Colleges Student Affairs Association and General Assembly Conferences. Kayla also reported that she attended the district student council meeting where she met two candidates for the Board of Trustees.

Wednesday, November 6, the ASSC will be sponsoring an all college event on "Women Empowerment" on campus. Kayla has invited Marlena Jackson and President Regina Stanback Stroud to speak.

Academic Senate

Leigh Anne Shaw reported that Academic Senate trained members on the functions of local and district Academic Senate. There was also clarification of District plus and minus grading policy.

The Senate approved the Sustainability Plan. Leigh Anne stated that at both Strategic Priorities Forums there was a high faculty attendance. Kate Browne shared that the Academic Senate is considering piloting a Wednesday senate meeting instead of the usual Friday meetings. She also reported that the Fall Plenary Session is scheduled this November in Southern California.

Comprehensive Diversity Framework

President Stanback Stroud reported that the SEED Committee is finalizing the Comprehensive Diversity Framework. The Institutional Planning Council will consider it for recommendation at the October meeting. It is anticipated that the College Governance Council will receive it for action at the October meeting when the Accreditation Site Team is with us.

Student Success TF – Legislation – Response

Dr. Joi Blake, Vice President, Student Success reported that the college is in the process of developing the Student Success Plan (formerly called the Matriculation Plan). She would like to set up a taskforce to get broad input and to be sure to create opportunity for student success. It is recommended that the College Governance Council establish a college wide taskforce that reports to IPC in recommending a college plan to meet the 2014 deadline. Dr. Blake will provide a more specific timeline.

There were many suggestions on how to establish the Task Force such as; campaigning rather than appointment, looking for someone with knowledge of the legislation and members from each constituent group.

(M/S/U Leigh Anne Shaw/Pat Tyler) The CGC approved to recommend a creation of a Task Force. The vote was unanimous.

Revised Delineation of Function Map

The College Governance Council supported the revised Delineation of Function Map.

(M/S/U Joi Blake/Linda Allen) The CGC approved the Revised Delineation of Function Map. Dr. Sarah Perkins will contact Jing Luan regarding posting the new document.

Accreditation – Review Accreditation Quick Guide

Dr. Sarah Perkins, Vice President of Instruction, shared with the CGC provided an update of the Accreditation Quick Guide. The document is in the process of being produced and should be ready within a week. Each constituent group is encouraged to read the document to prepare for the visit. Four hundred copies will be available as well as an electronic version. The Accreditation Co-chairs, Dr. Sarah Perkins and Dr. David Ulate, Dean of Planning research and Institutional Effectiveness will visit various groups and meetings to share the guide.

Educational Master Plan

Dr. Stanback Stroud reported that though the Educational Master Plan has been approved by the Board of Trustees, recommended by IPC and considered by College Council, we were not able to identify the meeting where an actual vote to recommend the plan for approval was taken.

(M/S/U Joi Blake/Kayla Razavi) The CGC approved unanimously to recommend the Educational Master Plan to the President for adoption.

Budget and Planning Calendar

The IPC recommended that the integrated Planning and Budget calendar be labeled as a three year calendar. The CGC suggested not to change the calendar but to change the title to “Planning and Budget Calendar Cycle”.

(M/S/U Leigh Anne Shaw/Kate Browne) The CGC unanimously voted to recommend the calendar with the removing the years and replacing it with Planning and Budget Cycle.

Balanced Scorecard Goals and Strategies

The CGC recommended that the Balance Scorecard Goals and Strategies be on a three year cycle.

(M/S/U Kate Browne/Pricilla Sanchez) The CGC unanimously supported the IPC recommendation that the Balance Scorecard Goals and Strategies be identified as three year goals.

Sustainability Plan

Dr. Stanback Stroud commended Anjana Richards, Carina Anttila-Suarez , Alina Varona, and Sabrina Lawrence-Gomez and all the faculty and staff on the leadership and work they performed in helping the college develop such an outstanding plan.

(M/S/U Linda Allen/Pat Tyler) The CGC recommended the plan. The CGC will invite Carina Anttila-Suarez, Jennifer Mair and Sabrina Lawrence-Gomez to the next CGC meeting to recognize them of their hard work.

Human Resource Plan

The Human Resources Plan emerged from the integrated planning process (consideration of Board Goals, District Strategic Plan goals, College goals, community needs assessment results, multiple plans such as the technology plan, educational master plan, unit reviews, program reviews and administrative leadership unit reviews) and was considered by the Staffing for Student Success Taskforce in Spring 2013. In May 2013, the taskforce made a recommendation the Institutional Planning Council (IPC). Last week, IPC voted to recommend the Human Resource Plan to the College Governance Council.

Members of CGC discussed the need to provide a mid-point update/evaluation on the implementation of the Human Resource Plan. Leigh Anne Shaw commended President Stanback Stroud on the concept of the forums and encourages more forums in the future to update information.

The forums were designed to provide broader communication before CGC considered whether to recommend the plan for adoption.

(M/S/U Sarah Perkins/Priscilla Sanchez) The CGC unanimously supported the IPC Human Resource Plan recommendation.

Next meeting agenda – October 25, 2013

Comprehensive Diversity Framework

Commendation on Sustainability Work - Invite – Carina Anttila-Suarez , Sabrina Lawrence-Gomez, and Jennifer Mair to the CGC meeting to be recognized.

Adjourned

Meeting adjourned at 3:53