Operational Assembly

• Dr. Quincy Martin III reported on behalf of Shelley Tiwari, Chairperson of Operational Assembly, who was absent. The Strategic Enrollment Management Committee gave an update on the four areas of their plan which includes retention, points of pride, customer service and barriers to enrollment. The Customer Service Committee facilitated focus groups with approximately 20 participants from the campus community and received some great feedback. Also, the Student Success Data Team is still discussing student withdrawals, in follow-up to the survey that was distributed last semester. In addition, they are working on the Student Success Data Summit which will take place on November 2, 2015 from 2pm-4pm.

Academic Senate

• Dr. Michael Flaherty, Chairperson of the Academic Senate, reported that the Curriculum Committee had a successful Curriculum Boot Camp and would be holding another one next month. The Professional Development Committee has a new chair, Roseanne Feltman – math instructor from College Readiness. Also, the Technical Advisory and Distance Learning Committee reported that they are seeing an increase in numbers for students utilizing Blackboard and an increase in Smart Board classrooms as well.

Old Business

• Assessment of Business Practices and Policies –Kevin Kennedy was absent but sent a message to the Council requesting two Council members to join a committee that will work towards the creation of PDF forms for Budget Transfers.

New Business

• Shared Governance Committee Assessments – Pamela Perry announced that the shared governance committee assessments that were collected varied in terms of format and information, but they all did a great job expressing what they felt the committees accomplished during a particular year. The Council discussed improvements on formatting, possibly creating a template, and the inclusion of committee purpose statements and yearly goals, in an effort to create more comprehensive assessments.

• Implementation of FY 16 College Council Goals - Mary-Rita Moore led discussion on FY 16 College Council goals and asked the group for input on implementing these goals. Discussion focused on the goals of “Oversight” and “Communication” and how staying informed on Strategic Plan action champions’ progress as well and being intentional about bringing information on the Strategic Plan to various campus meetings and settings would be extremely important this year.

• Strategic Plan Annual Reporting Schedule - Pamela Perry presented the council with an annual reporting schedule for the Strategic Plan, in response to conversation that occurred at the College Council retreat around modifying the reporting schedule. Instead of three reports annually, the new schedule features a mid-year and annual report only. Ms. Perry also indicated that while creating this modified schedule, she worked in alignment with the budgeting process as well as the calendar year.

• Strategic Plan Action Update – Kurian Tharakunnel, Action Champion of Action 2.1: Improve Graduate Success Tracking under Focus Area: Improve College Completion, which falls under Strategic Direction: Identify and Scale Best Practices, was present to discuss progress. The FY 16 Goals for this action were:
  o Create and implement a graduating student survey
  o Research other methods of tracking graduate success tracking such as using National Student Clearinghouse data, Alumni Survey, etc.

  And, the outcome:
  o Graduating student survey created and implemented with 60% response.

• HLC Monitoring Report and Assurance Visit – Pamela Perry informed the Council that the monitoring report had been submitted and will be posted on the web site. Also, she stated that it was time to pick dates for the next HLC Assurance Visit for Fall 2017 or Spring 2018 and that preparation for the completion of the assurance document as well as the monitoring reports on assessment and institutional planning/resource allocation would need to begin. Ms. Moore stated that she would be reaching out to some individuals on the Council to participate in a seminar HLC is hosting for preparation for the assurance visit process.