CALL TO ORDER
Ms. Moore called College Council to session at 2:03 p.m.

ATTENDEES
Present: Mary-Rita Moore, Andrea Blaylock, Chuck Bohleke, Maria Correa, Humberto Espino, Kay Frey, Bill Justiz, Tom Olson, Pamela Perry, Donna Stadermann, Pat Zinga.

Absent: Baylee Cabrera, Michael Flaherty, Kevin Kennedy, Sam Tolia.


APPROVAL OF MINUTES
Ms. Frey made a motion to approve the minutes of the April 25, 2016 meeting, seconded by Mr. Justiz. The minutes were approved unanimously by voice vote.

HOT TOPICS
None.

OPERATIONAL ASSEMBLY
Ms. Tiwari reported on the following issues discussed at the Operational Assembly. The HR Committee shared their work on the Employee Wellness initiative, including the development of a calendar of events. The Facilities Committee shared the status of construction projects and the summer/fall fire drill schedule. The Student Support area reported using the mass communication system to text students who have completed an application and not enrolled. They are also looking at ways to avoid duplicating efforts with strategic plans and will restructure goals and make recommendations to the vice president. In addition, they are working on ways to access student affairs assessment on the portal for faculty and action champions to be able to access information and make edits for reporting. Lastly, Ms. Tiwari reminded that Dr. Quincy Martin will assume the chair of the Operational Assembly next year, with the first meeting to be in September.

Ms. Moore asked that the Employee Wellness calendar of events be distributed to College Council members so they can share with those they represent. Ms. Moore provided the following update on the campus renewal bond projects. Science labs are continuing without reduction or delay. The East Campus is being completed with just a few items left to handle. The Rain Harvest System is complete. Cafeteria renovations will proceed with a budget reduction. B Building Renovation will proceed as planned. A Building Adult Ed is delayed. R Building Renovation is delayed with a budget reduction; details TBD. Student spaces and Early Childhood Education Center will proceed with budget reductions. A Building Entrance and Exterior are eliminated. As more details are known, they will be shared with the college community.

ACADEMIC SENATE
In the absence of Dr. Flaherty, Ms. Moore informed Council that Senate Chairs were asked to turn in their assessments before they leave for the summer, and that Dr. Flaherty was re-elected as Senate Chair by a unanimous voice vote.
OLD BUSINESS

COUNCIL ASSESSMENT – COMMITTEE QUESTIONNAIRE RESULTS
Ms. Perry noted a quick correction to the questionnaire results: where it says 6 out of 11 respondents and 55 percent, it should say 6 of 8 and 75 percent. She continued that this document contains feedback regarding the shared governance structure and also about assessment that is worth reading and reflecting upon. The low response rate from committees should also be reflected on as College Council goes into its Retreat in July so that possible changes can be discussed. Ms. Moore added that this will be an opportunity for College Council to advance and adjust the shared governance process to something that can have stronger involvement and engagement. Council members were encouraged to jot down their thoughts and send them in or bring them to the Retreat.

Ms. Perry continued, regarding assessment, that it is too early to see the results since most committees have not completed their assessment. She expects to see a better picture when those are submitted; due by the end of this week.

NEW BUSINESS

HLC – ASSURANCE ARGUMENT AND MONITORING REPORT OUTLINES
Ms. Perry reported that she included the overall outline for assurance argument criteria 1 through 5 and also the monitoring report in a broken-out format for ease in Council’s review. When the report is actually written, it will be a hybrid.

Ms. Perry asked Council for their thoughts about the structure she has planned as follows. In the fall when committees return, she plans to break up the criteria and distribute to committees and departmental areas that work with those, and then gather strengths and weaknesses. She wants to limit to one or two criteria so that no group is overwhelmed. Mr. Justiz commented that multiple criteria might apply to a committee or department, and that it needs to be structured so that several responses are received for each criteria. Ms. Moore noted that the structure is such that we want to ensure we are receiving as complete a picture as possible, and to be sure we get input from individuals who are not in the committee structure.

Ms. Perry expects to have gathered initial feedback by the end of the fall 2016 semester, and begin drafting the report at the start of the spring 2017 term. After it is written, it will go out to the college community to digest. She does not at this time have a goal of how many responses she wants to receive for each criteria, but does want to ensure that it is equal and balanced, so will explore that. It is expected that Ms. Perry will be presenting at both in-services in the early fall.

Ms. Perry also wants College Council’s feedback and thoughts on how to break this up for reflection. It was suggested that some time could be devoted for this at the Retreat. It will be important to capture the input of Council members completing their terms before they leave. Council was encouraged to reflect on how to break this out in segments and write down their comments so that the work is documented.
MEETINGS
The next College Council meeting is scheduled for June 20, 2016 at 2:00 p.m. in B-204/210. Those members who are completing their terms will be recognized, and new members will be brought forth. Those ending their terms are still included in the July College Council Retreat.

The College Council Retreat is scheduled for July 11, 2016 from 9 a.m. to 2 p.m. in B-204/210. Any ideas for the agenda should be sent to Susan.

Ms. Moore thanked Ms. Tiwari for her leadership of the Operational Assembly.

A draft of the FY 17 College Council meeting schedule was distributed and discussed. There are some choices for the November and December meetings that will be finalized before the June meeting.

ADJOURNMENT
Mr. Justiz made a motion to adjourn the meeting, seconded by Dr. Bohleke. Ms. Moore adjourned College Council at 2:53 p.m.