

## **Committee Purpose Statement:**

The College Council is an advisory body to the President that provides multiple viewpoints on college-wide initiatives, including strategic planning, accreditation, and student success. As the College's central shared governance committee, Council members facilitate communication on institutional matters across its represented employee groups.

## **What were College Council's Goals for the 2016-2017 Academic Year?**

### **1. Shared Governance**

As part of its efforts to strengthen the institution's shared governance practices, the Council will conduct a self-evaluation of its purpose and membership and recommend changes that support the Council's focus on broad-based campus community representation and input on matters of institutional scope.

### **2. Communication**

The Council will create new opportunities for engagement and dialogue with the campus community regarding matters on institutional scope, with a focus on improving institutional awareness surrounding the College's 2018 Higher Learning Commission visit.

### **3. Assessment**

The Council will ensure that all committees included in the shared governance structure are assessing their work.

## **What were College's Results for the 2016-2017 Academic Year?**

### **1. Shared Governance**

The College Council formed a subgroup in August 2016 to evaluate the Council's current structure and propose revisions. In November 2016, the subgroup presented its proposed revisions to the Council. After some discussion and modification, the revisions were adopted by the Council in January 2017. This revisions include:

- a. Purpose statement revised to be more concise and include a focus on student success;
- b. Student Success representative added to Council;
- c. Employee group representation changed from appointed to elected;
- d. Hot topics section opened to allow contribution from the campus community;

The Council also enacted a simplification of the shared governance model based on the college's assessment results from FY2016. Interestingly, the percentage of respondents to the Council's Annual Survey who found that the shared governance model was clear decreased slightly following this simplification, from 88% in 2016 to 85% in 2017. However, the number of respondents in the survey who answered this question also decreased in 2017, which may account for the differential.

## ***Evidence:***

*Date: July 12, 2017*

- *College Council Minutes, FY2017*
- *Webpage*
- *Purpose and Membership Document*
- *Board of Trustees Presentation regarding Shared Governance Structure*
- *FY2017 College Council Survey*

## 2. **Communication**

The Council primarily focused on increasing communication regarding the Higher Learning Commission through its “Coffee and Conversation” initiative in fall 2016. Input from these sessions informed the college’s insurance argument via the College’s Collective Campus Input report. As steering committee for the Assurance Argument, College Council also discussed the argument at 82% (9 of 11) of its meetings for FY2017. These efforts yielded positive results, with the FY2017 survey reflecting that 54% of respondents could correctly identify the date of the college’s next HLC visit, much improved over the 36% in FY2016.

The College Council also piloted use of a Blackboard shell in spring 2017. Currently, the shell is private and used primarily by members of the Council, but at the July 2017 retreat the Council discussed opening the group to the full campus community. The Council determined that while the shell has potential, it is not yet being used to its full/best capacity for the group. Therefore, the Council has decided to continue the use of Blackboard privately for one more year, and reassess if it would be a helpful communication/transparency tool for the general public at the end of FY2017.

### **Evidence:**

- *Collective Campus Input Report*
- *College Council Meeting Minutes, FY2018*
- *FY2017 College Council Survey*
- *College Council Blackboard Shell*

## 3. **Assessment**

The Council did not pursue this goal aggressively in FY2017, and as a result, did not show any improvement in this area. Unlike the other goals, no subcommittee was formed regarding assessment and consequently, was discussed at only 18% (2 of 11) of the Council’s meetings for the year. While the Academic Senate and Operational Assembly chairs did discuss assessment at their meetings and remind committee chairs to complete assessments, without additional support/efforts from Council, the percentage of assessments completed did not improve over last year (again, four committees, 2 from Academic Senate and 2 from Operational Assembly, have assessments outstanding as of the date of this assessment).

Evaluating the content of the assessments submitted from subcommittees, Council again found that those that used the optional template provided more complete assessments. Those that did not use the template provided summaries of work completed for the year, but did not provide much analysis of that work or reflection on what could be improved for the following year based on their assessment results.

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***Evidence:***

- *College Council Meeting Minutes FY2017*
- *Shared Governance Committee Assessment s*

**What are Areas of Improvement/Changes to Consider for the 2017-2018 Academic Year?**

- Adapting the successful Coffee and Conversation model to something sustainable by Council
- Publicizing ways to submit items to Council for discussion
- Prepare for HLC Visit
- Revisit purpose of assessment with committee chairs
- Blackboard Instruction Session for Council Members; Reminders via Blackboard; Pre-meeting questions/convo via discussion boards to enhance conversation at the meetings