**Victor Valley Community College District**

**COLLEGE COUNCIL MINUTES**

**WEDNESDAY, May 16, 2018**

**SAC, ROOM 44-C**

**College Council will be meeting in the S*tudent Activities Center, Room 44-C from 2:00p.m. – 4:00p.m.***

**Present:** Roger Wagner, Harry Bennett, Steve Garcia, Cheryl Elsmore, Stephen Toner, Karen Engelsen, Greta Moon, Tracey Richardson, Amy Azul, Trish Ellerson, Kevin Leahy, Robert Sewell, Peter Maphumulo, Hamid Eydgahi, Leonard Knight.

**Recorder:** Victoria Martinelli

**Call to Order**

Dr. Wagner called the meeting to order at 2:05pm.

**Announcement of items added or deleted to the agenda.**

None

1. **Approval of the Minutes**
   1. May 02, 2018 ~ It was MSC (Tracey Richardson/Patricia (Trish) Ellerson, all in favor) to approve the May 02, 2018 minutes.
2. First Read, AP 3720, Computer Acceptable Use ~ Stephen Toner, (Attachment)

Stephen Toner presented the item and answered questions. The Academic Senate has approved the document.

**Action:** Bring back for a second read.

1. First Read, AP 3721, Email Procedures ~ Stephen Toner, (Attachment)

Stephen Toner presented the item and answered questions. The Academic Senate has approved the document.

**Action:** Bring back for a second read.

1. First Read, AP 3722 Electronic Documents Discover and Retention Procedures ~ Stephen Toner, (Attachment)

Stephen Toner presented the item and answered questions. The Academic Senate has approved the document. Patricia Ellerson recommended adding full and part-time faculty.

**Action:** Bring back for a second read.

1. Informational/Discussion: Guided Pathways – Overview ~ Karen Engelsen

Karen Engelsen briefly explained the differences between the Guided Pathways forums. The Solutions Summit brings everything together and will be held on Friday. Karen is requesting that everyone RSVP to make sure that there is enough food for lunch. She is hoping that the event is well attended. Karen will be sending out reminder emails.

1. Informational/Discussion: Successes on Campus ~ College Council Attendees (Roger Wagner)

Dr. Wagner asked the group if there is anything that needs to be highlighted to the board.

* Karen Engelsen stated that they finished their First, First Year Experience. Roger asked if the committee could present the experience to the board. present this to the board. Roger said this needs to be done during every meeting, we need something really exceptional and needs to be an impact. He doesn’t just want to take anything to the board. Greta CCAP program, really developing and the transfer celebration, could recognize our transfer students, two thoughts from Greta.

Roger, highlight one thing every board meeting. Roger students present would impact the board. CCap, roger updates the board, transfer celebration on top of her heads. Roger maybe have two or three students to share where they are going. Hamid Speech presentation by students, success stories and their successes. Roger said the going somewhere from students,

1. **Committee Updates:**
2. **Diversity Committee:** Meets on the Second and Fourth Tuesday of every month from 10-11am, SAC Quiet Room. Karen: diversity training on Monday.
3. **Environmental Health & Safety Committee:** Meets on the first Wednesday of every month from 9-10am, Bldg. 44 (SAC) Quiet Room. Chief cmte met today, discussion topics, emergency preparedness and Mass Notification System, steve said continue testing until is is right; discussed ALICE training; discussed Chemistry and bio lab inspections, Hamid elaborated; discussed free speech policy. Next meeting June 6th.
4. **Facilities Committee:** Meets the third Friday of every month at 1:00pm, Bldg. 10, Board Room. Steve cmte on may 11th, Mags is the new csea rep; discussion on facilities needs compiled on the praise reports and work with research to pull facilities related, want to find out what the campus needs are; discussion develop ap to support bp 6620; discussed summer schedule and meeting dates; next meeting june 1 at 1pm in the board room.
5. **Finance Budget & Planning Committee:** Meets on the third Wednesday of every month from 12:00 – 1:30pm, Bldg. 10, Board Room. Tracey cmte met, Amy Azul said reported last cc meeting. Meeting again on may 30th
6. **Employee Professional Development Committee**: Meets on the Second & Fourth Wednesday of every month from 2:15-3:15p.m., Staff Lounge, Bldg. 10. Trish, amy Norris and Justin Mott new co chair, used all money allocated, going to ask for increase next semester; CSEA luncheon 11:30 to 1pm managers need to serve lunch.
7. **Student Success and Support Committee:** Meets on the third Thursday of every month from 1:15 – 3:30 p.m., Bldg. 44 (SAC) Quiet Room. Amy, cmte has not met since last cc meeting will be meeting this Thursday.
8. **Technology Committee:** Meets on the second and fourth Thursday of every month from 3:00 – 4:00 pm, Bldg. 10, CFIE Room. Kevin, met last Thursday the 9th; only 2 csea reps and 3 management causing quorum issues, needs representation; first draft of long range 6 years tech master plan; update on current terms, projects and mixed terms projects, no changes recommended to that, one objection by one member; Peter said trying to remember talking about, shared governance couldn’t document that the committees could not represent were not documented; faculty has annual goals and report on the respective committees and report. In the shared governance environment represent the college and document and send out to the general population, need to document for ACCJC, dinged for not having a planning committee. Kevin engaged in conversation. Peter need to find a way that our committees are sharing with the general college population and able to document. Roger constituency groups need to take it back to their committees. Lee explained how the faculty participates on committees, it is the chairs responsibility to reach out to look for a replacement on the committees if that faculty member cannot attend. Peter, messaging the chairs of respective areas to reach out to faculty to participate including reaching out to Roger. ACCJC is looking at shared governance representation, and documentation. Lee expressed they get a shallow pool when it comes to shared governance committee members is a shallow pool. Discussion took place amongst the group. Roger said we will be looking at AP 1201 and committee charges, and others not related.

**Roger reported that we had a special bot meeting last night, went well, regarding MOU, lot of change occurred because we brought back contract ed to the college, changed 3to 1 and in kind gifts, special board meeting on June 5 regarding MOU.**

1. **Future Meeting Topics:**

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**Adjourn:**

**Lee/kevin, all in favor to adjourn the meeting at 3:06pm.**