



COLLEGE COUNCIL MINUTES Wednesday, March 04, 2009

Present: Bob Silverman, Ray Navarro, Jaclyn Trost, Patrick Malone, Debra Blanchard, Bill Greulich, Sharon Wright, Jon Schorle, Robert Sewell, DeeDee Orta, Virginia Moran, Frank Smith, GH Javaheripour, Gregory Harbor II, Lisa Harvey, Paul Williams, Victoria Churgin (recorder)

1) Approval of the Minutes

Action: Correction to the Minutes of February 18, 2009.

- ✓ **Corrective Action:** BP- 6341 ~ Instruction to Bidders was approved by consensus ~ referred to the board.

2) President's Report

A. Board Agenda review ~ March 10, 2009

Robert Silverman discussed the agenda items listed on the March 10, 2009 Regular meeting of the Board of Trustees Agenda.

B. Policy Review

Policy governance was the topic of conversation. The Board of Trustees creates the policies and we create and implement the procedures for those approved policies. Robert Silverman stressed that the procedures are constantly changing therefore in order to remain in compliance with the law; the procedures must be kept up-to-date. VP's must establish groups to determine whether or not the policies remain in place, modified or discarded if they are no longer being practiced. Timelines need to be set and groups established; set schedules need to be brought to future meetings. Robert Silverman announced that new ideas and suggestions for any procedures are always welcome.

3) ARCC Draft Report, January 2009 ~ Christopher O'Hearn

Virginia Moran presented the ARCC draft report on behalf of Christopher O'Hearn. Debra Blanchard and Lisa Harvey expressed concern about incorrect coding and its impact on accuracy of the data. Virginia Moran reported that ESL faculty have met with research staff and understand the problem. Current courses in development will be designed and coded properly.

- ✓ **Action:** Lisa Harvey will make the necessary corrections in CurricUnet as requested by Maria Ruiz.

4) Board Policy & Administrative Procedure Review

A) AP- 1202 ~ Implementing Institutional Effectiveness (recommended changes per Institutional Effectiveness Committee) ~ Virginia Moran and GH Javaheripour discussed AP 1202, handouts were distributed.

- ✓ **Action** – On hold until further notice from Virginia Moran and GH Javaheripour. Virginia and GH will decide when this item will be brought back to College Council.

5) Recruitment and Hiring Procedures

AP 7120 ~ Human Resources

✓ **Action** – Approved by consensus – Adopted

6) Shared Governance Committee Reports

Website Update: Virginia Moran, Lisa Harvey and Debra Blanchard advised that the website is not up-to-date. Virginia Moran has a meeting scheduled with Justin Gatewood to discuss website design. Virginia will keep College Council posted. Robert Silverman advised that committee member's chairs and advocates are responsible for updating the respective content on the website.

7) Other

Budget: GH Javaheripour announced that a committee meeting is scheduled on March 18, 2009 @ 1:00 p.m. to be held in the staff lounge. The committee meeting is being held to discuss more ways of finding more revenue and decreasing expenses.