



## Institutional Strategic Planning Council

### Minutes for Wednesday, September 16, 2020

1:00-3:00 p.m.

#### **Committee Members (total 17):**

Makenna Ashcraft for Angelica Calderon (ASNC Rep.), Quinton Bemiller, Rex Beck, Michael Collins, Leona Crawford, Monica Esparza, Kevin Fleming, Monica Green (Administrative Co-Chair), Dominique Hitchcock, Ruth Leal (Classified Professionals Co-Chair), Sam Lee, Virgil Lee (Faculty Co-Chair), Arezoo Marashi, Jethro Midgett, Kaneesha Tarrant, Sigrid Williams, Patty Worsham

#### **Committee Members Absent (3)**

Mark Lewis, Andy Robles, Chris Poole

#### **Advisors (total 6):**

Greg Aycock, Vivian Harris, Azadeh Iglesias, Tenisha James, Adam Martin, Suzie Schepler

#### **Guests:**

Laura Adams, Melissa Bader, Daren Koch, Damon Nance, Gustavo Oceguera, Brittnee Quintanar, Marianne Stefanous, Desiree Wagner, Alex Zadeh

#### **Call to Order: 1:02pm**

#### **Recorder**

Denise Terrazas

#### **Meeting Minutes**

#### **1. Call to Order**

##### 1.1 Co-Chair Updates

- Monica Green shared the established 19-20 ISPC group norms with the council and took suggestions on modifying for 20-21.
  - ISPC Norm Setting (edits shown below)
    - ISPC members are aligned to a shared purpose and values that guide discussion

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- Raise hands to signal a desire to speak
- Maintain an environment of authenticity
- Mutual respect
- Welcome collaboration
- Freedom of expression
- Consideration for the opinion of others
- Right to dissent
- Incorporate humor
- Recognize the importance of non-verbal communication
- Discourage sidebar conversations – Limited use of Zoom chat okay
- Encourage participation and engagement
- Active listening
- Recognize sound issues – mute when not speaking in CSS217 (eg. voices raised in order to be heard)
- Time issues, there is a lot of work to do, stay within the time limit, are we scheduling ourselves enough time?
- Revisit mission, want to keep the Norco-ness of the committee
- Avoid the reputation that ISPC is where good ideas go to die
- Need to clearly define what our process is so people know where to go first for Strategic Planning
- ISPC meetings – planning body, determine how the process runs, this is a group of constituent bodies around campus, learning experience to figure out how to fill the gaps. Set the tone for the institution at this meeting.

- Ruth Leal

During the summer, classified professionals held four forums on the draft Strategic Planning and Governance Manual. In summary, classified professionals have conveyed that they do not feel that their voice matters. It is not valued. Not important. And not represented in the draft Strategic Planning and Governance Manual. Where do we fit in and when is our voice considered? How is it demonstrated in the document? Therefore, we request at least one meeting of ISPC and classified leadership in order to discuss areas of the plan that are of

concern to classified professionals and discuss our feedback from the forums. The minutes from this would be included as a debrief at the follow-up ISPC meeting.

## 2. Action Items

### 2.1 Approval of Agenda

- No changes made to the agenda.

### 2.2 Approval of June 3 Meeting Minutes

- MSC (Bemiller/V. Lee)
- Request for a change in language page 4. Academic and professional matters and 10+1
- Melissa Bader clarified participation in taskforce as the Opening Colleges Taskforce.
- Ruth provided the following edits:
  - Under her report add: Growth Mindset and Zoom & Tech Tips, in May; and include a new CSEA Committee Appointment Process for classified professionals.
  - 4.1 remove bullet 6
  - 4.2 under bullet 3, sub-bullet 2 add: For classified professionals, this is codified in education code.
  - 4.2 under bullet 3, sub-bullet 5 add: The ISPC classified representatives need to gather feedback from their constituent group.
- Approved with changes.

### 2.3 Faculty Co-Chair Nominations – Quinton Bemiller

- Quinton opened the floor for voting members of the faculty.
    - Virgil Lee is nominated
    - MS (Bemiller/Midgett) for the faculty co-chair position to be filled by Dr. Virgil Lee.
- Approved.

2.2 Corrections	2.2 Task of	2.2 Due by
Amend sections 2.0 and 4.0 of the June 3 minutes.	Denise Terrazas	Sept. 16

## 3. Information Items

### 3.1 2020-21 ISPC Members

- The current ISPC membership was shared with the council noting changes in faculty and manager membership.

### **3.2 Summary Report of Open Dialogue Session**

- Reviewed the notes from the open dialogue session, please send feedback or corrections to ISPC chairs.
- Open dialogue sessions are an opportunity for the college to come together to openly discuss any topic regarding the college.

### **3.3 Joint Academic Senate – ISPC 8/31/20 Meeting Report**

- The notes from the joint meeting were shared.
- Kevin Fleming provided the following highlights from the August 31 meeting:
  - Discussion on COTW
  - Timeline for SPGM: maintain a review period in the fall
  - Chapter 5: SPGM assignments
  - Chapter 8: Proposed Council Structure
  - Discussion of College Council and 4 Leaderships Councils
  - Due to feedback from the last meeting, the AS/ISPC next meeting on Sept 30 will have 2 interactive breakout sessions.
- Ruth Leal invited comments or questions on Chapters 5 and 8
- Rex Beck requested additional qualifier to report section: Although their participation is critical to the efficient and effective operation of Norco College, classified professionals do not have as a condition of employment to participate in college governance.

### **3.4 Committee Reports – 20/21 Academic Year**

- This year is a planning year, we have provided fall dates for the committees to share a report and feedback the SPGM.
- Reports are due to ISPC by November 10.
- Academic Senate noted that reports from standing committee of the AS are due by October 5.

### **3.5 Committee of the Whole – 20/21 Academic Year**

- COTW is still a part of the college's strategic planning process and must be incorporated in the SPGM timeline.
- Monica Green solicited feedback on COTW, which is not currently included in the SPGM.

- Suggestion to use committee reports to college council as a way to communicate to the entire college. Report to the college could also serve as template for an annual report to the BOT.
- Concern about the strategic and governance process i.e. if there are any items that AS and ISCP approve before it reaches COTW. Is it truly a voting item if the two bodies have already approved? Does this still fit in within our SP structure?
- Comment from the chat: We are still a public entity; COTW serves the community that NC serves. Members of the public can and have attended COTW.
- Feedback from classified professional forums include concerns about checks and balances, transparency, student participation, taking away opportunities for feedback.
- Concern that Classified Professionals are not able to attend all committee meetings.
- Reminder that we have a Regular Update that is sent out twice a month college wide.
- Has there been a time when an item that has reached COTW and was voted down? Yes, the smoking circle removal was voted down the first time.
- COTW is important however there is a challenge with voting down an item that has been thoroughly vetted by knowledgeable groups. Voting should be done separate of the meeting.
- Voting currently takes place outside of the meeting. The meeting provides an overview of the item and then a period of voting was opened.
- Relative to SP, it is critical that we have demonstrated that we have closed the loop.
- Feedback from 5 out of 9 open zoom sessions on SPGM includes support of eliminating COTW.
- We are currently not in compliance per Roberts Rules of Order with COTW, we need to be sure that we are accurately classifying it as an open forum for feedback.
- Many faculty members echoed concern that voting after the items are vetted through AS and ISPC is problematic. There are some items that should be considered for a college-wide vote, such as the content of a mural. Faculty and administration have a primary role in SP, classified professionals and students are invited to provide input and the Board of Trustees has the final say on what is approved. To go to COTW and open for a vote, is out of line with how our process works.

- Our strategic governance structure is based on aligning better with the district, so that our plans are more cohesive for seamless implementation. Do RCC and MVC also have COTW? If so, how do they operate?
- COTW is very much a part of the culture of the college, we want to maintain it in the spirit for which it is intended.
- In going forward with Guided Pathways, having a college-wide meeting will be important.

### **3.6 [Accreditation Update](#) and [ACCJC June 2020 Report](#) – Sam Lee**

- Sam Lee provided an update on accreditation and our accreditation status.
- Laura Adams will serve as the faculty accreditation chair.
- Regarding our standing in this report, there were two colleges in ACCJC’s region that achieved full accreditation for the full seven years with no recommendations, Norco College is one of those colleges.
- We still have work to do, our obligation moving forward is to file a mid-term report at the halfway mark.
- Norco College received three excellent commendations; one recommendation that is not compliance related. The District received one commendation and three recommendations for improvement.
- Sam Lee reviewed improvement plans and quality focus essays that we will be reporting on in our mid-term report.

### **3.7 Library/LRC Advisory Committee Update – Vivian Harris/Damon Nance**

- Vivian Harris provided the following report from Library & LRC Advisory Committee.
  - The committee has expanded the charge for the LRC to better meet the growing needs of the changing times.
  - Committee will make a recommendation to AS for a name change: Library & LRC Advisory Committee. Academic Senate will vote on Monday.
  - Learning Resource Center workgroup will address planning and operational changes that need to be made moving forward.

- LRC workgroup will regularly review and discuss the LRC plan and bring recommendations to the larger committee. Workgroup members are Damon Nance, Mitzi Sloniger, and Daren Koch.
- Request to bring the final LRC Plan to ISPC.
- Suggestion to include a student on the workgroup.
- Request for an update to Academic Senate on Monday.

### **3.8 DSPC Update**

- This is a standing item at ISPC. Monica shared the agenda for the upcoming meeting the minutes from the August meeting for the council to review.

### **4. Good of the Order**

- Read to Succeed save the dates: September 24, 2020-Book Discussion-12:50-1:30 pm; October 22, 2020-Student Panel-12:30-1:30 pm; November 19, 2020-Author Appearance-12:30-2:30 pm.
- Classified professionals are the process of appointing representatives for Guided Pathways Teams (5 seats to fill)

### **5. Future Agenda Topics**

- Please send to tri-chairs one week prior to the ISPC meeting.

### **6. Adjournment**

- No motion made.
- 2:40 p.m.

### **Next Meeting**

Wednesday, September 30 (Joint Academic Senate/ISPC Meeting)

1:00-3:00 p.m.

<https://cccconfer.zoom.us/j/94223331430>

Meeting ID: 942 2333 1430

## Open Dialogue Notes June 3, 2020/2:00-3:00pm

Monica Green thanked everyone for attending and participating in this opportunity for open dialogue. Ruth Leal facilitated the Open Dialogue session.

- Concerns about shared governance process, written in accreditation but not practiced, and decisions are made behind closed doors. Not included in decision making and that their voices are ignored.
- Faculty colleague Celia Brockenbrough is retiring, do not forget about the library and LRC.
- The SI discussion is not a minor thing of the college, the SI program needs to be supported by the college. Tutoring and SI instructors are critical to providing an equitable and quality college experience.
- Faculty echoed the importance of SI and the program's impact on student success. Changes to the library and LRC should be better communicated with faculty feedback. Suggested faculty advisory to assist with the assessment and planning of LRC.
- SI program is extremely beneficial especially in the sciences to retain students. Virgil Lee reminded everyone that many of the sciences are taught by associate faculty who are not required to have office hours.
- Student usage for SI and Tutoring is provided to Institutional Effectiveness at the end of each term.
- History of SI has been spotty because it has been supported by grants. This demonstrates the need.
- Faculty uses SI and they have been instrumental to course success. Meeting SLOs has improved with the SI program. There are opportunities for growth within the SI program themselves. SI's at NC have presented at conferences.
- Norco College received national certification for tutoring, we are one of three in the state.
- Question about the existence of a classified senate, the classified senate is an affiliate of CSEA.
- Monica Green shared that we value the role of classified professionals in shared governance.
- There are conversations that are happening at the district level regarding the request to reinstate the classified senate. The agreement with CSEA and classified senate has been in place since 2014. CSEA is contract just as CTA is district contract. We continue the work through these challenging times to work through more progress on this topic.
- Sam Lee thanked everyone for their comments and support of SI and the amazing work everyone has been doing. He shared that we are doing our best to keep things moving forward and build the program with as little disruption as possible. We are looking to continue the work with faculty leadership. Administration is working on solutions with the hope of continuing these vital services through the loss of funding.
- How we prioritize college services, there was a time when tutoring is not grant dependent. Asking about where money is being spent. Is there a plan to institutionalize SI and tutoring?



- There is discussion about a plan, but who is making the plan? The leadership has been exclusively the English department.
- To clarify, there is a COM and MAT faculty, but leadership across all disciplines are welcomed to provide feedback. Expressed concerns that the decision making is not student centered.
- The ILA 800 was created to capture FTES to help fund LRC, will this continue. SI and embedded tutoring are similar but not the same. Hopes there is a way to continue the SI program, it provides a different type of support for students.
- SI program is transitioning in the fall to embedded tutoring.
- What is the difference between the two models? SI follows the active learning model, incorporating how to learn with what you learn. Student strategies and active learning into the learning process. Advantage of the program is that students learn the strategies and use them throughout their educational journey. Embedded tutoring is it up to the faculty how they want to use the tutor.
- SI is teaching students how to learn; it has a broader impact on students. Tutoring is more focused on the course.
- LRC report – ISPC co-chairs received from library advisory committee. Apologies that it was not shared earlier, it came up right before the pandemic, then we shut down our council and committees, and we started back up it was really to address the major issues. This is one we should have addressed much earlier.
- There is more discussion that needs to happen, and we will be bringing this back to ISPC.
- Where are our values actualized and where are they are in our shared governance and decision making? Suggested making a map.
- Suggested to add them to the bottom of the agenda.
- Request to see a process for how agenda items are prioritized.
- How do we convince our students to come to Norco College when these services are provided at MVC and RCC?
- It is crucial that there be an advisory group for LRC.
- We are working on strategies for better reporting out to various constituent groups, we now have faculty reps. Could we have typed up talking points immediately after the meeting for reps to take back. Suggested that the tri-chairs provide these.
- Thanks to everyone, this has been a difficult semester. Thank you to the faculty who have not had a day off. Thank you to our classified professionals, managers, and students for making it though this tough semester. Will miss our retirees, thank you for the heart, passion, and commitment to our students.
- Thanks to ISPC it has been a challenging year, and we have overcome a lot and with hopes for the future.
- Monica Green thanked everyone for sticking together and ensuring that our students complete, stated that she is in awe for the work that has been done. Thank you for keeping students engaged and supported, you have all worked hard to keep them going. Your feedback today will be taken to heart and we hope will make us a stronger institution.



## Academic Senate/ISPC Joint Meeting Minutes

August 31, 2020/1:00-3:50pm

<https://cccconfer.zoom.us/j/94660915996>

Present: Laura Adams, Andy Aldasoro, Greg Aycock, Rex Beck, Kimberly Bell, Quinton Bemiller, Michael Bobo, Sarah Burnett, Angelica Calderon, Michael Collins, Leona Crawford, Monica Esparza, Kevin Fleming, Monica Green, Alexis Gray, Vivian Harris, Dominique Hitchcock, Marie Hicks, Azadeh Iglesias, Samia Irgan, Tenisha James, Ashlee Johnson, Brian Johnson, Kim Kamerin, Ruth Leal, Sam Lee, Virgil Lee, Arezoo Marashi, Jethro Midgett, Barbara Moore, Lisa Nelson, David Payan, Suzanne Schepler, Kaneesha Tarrant, Jody Tyler, Dana White, Sigrid Williams, Cameron Young

Meeting commenced at 1:02pm

Monica Green welcomed everyone to the first of two meetings, the second meeting is scheduled for September 30, 2020 from 1:00-3:50pm.

- 1:00-1:50pm: Timeline and Process for the [Strategic Planning and Governance Manual - Draft](#)
  - Previous discussion/status of COTW
    - Kevin shared and reviewed the timeline for adoption on the cover of the Strategic Planning & Governance Manual (SPGM).
    - The college has hosted several open zoom sessions with dialogue relating to the timeline. Two items to note with regard to the timeline, committee appointments for spring and COTW. The adoption date of Feb might be pre-mature. Classified professionals hosted forums over the summer for classified constituent feedback. Similar concerns and others that will be brought forward.
    - COTW was discussed in October 2019, guiding principles were established and further discussion on the purpose and scope of COTW. After that meeting it was not ajenized; therefore it is still a part of the process and should be a part of the approval for the SPGM.
    - Proposed an alternative adoption timeline: Implementation Fall 2021

- Request to recap pros and cons of COTW. The purpose of COTW was for representation for the entire college convened with the intention of meeting multiple times a semester providing an opportunity for discussion on items that affected the entire college. Include a link to the guiding principles.
- 1) college continues to grow larger; it becomes difficult to manage the meeting, not everyone attends. When COTW began the number of employees was less. 2) Large items have already been through an extensive process, questions, or comments from COTW should be brought up early in the process. We have a structure in place for feedback and constituent groups. 3) Concern about attempting to gather meaningful feedback at the tail end of a process.
- Concern about COTW removal and the absence of student voices. The question was raised about ASNC representation on college committees and coordination with Academic Senate (AS) and ASNC, is there a feedback loop from the student representation to the student body at large?
- If we eliminate COTW, we might be moving away from the small college feel.
- COTW also offers members of the public/surrounding community to attend.
- ISPC was looking for ways to make COTW more inclusive.
- We need to determine if COTW is about strategic planning or communication. New structure removes direct reports from AS to ISPC. There may be challenges with information sharing among faculty if representatives are in different departments. COTW could be an opportunity for all faculty to be present and hear important announcements and presentations on issues that affect the entire college.
- This conversation will continue at the next meeting.
- Conversation about the Strategic Planning & Governance Manual's Timeline
  - December meeting, the first COTW possible would be in February, DSPC – Feb/March, BOT March or April. Implementation would then be 21FAL.
  - Classified professionals are asking that each chapter will be discussed and the meeting dates for the discussions be posted for transparency.
  - How are we taking into account that we are virtual and the challenges with connecting? There is something about everyone being in a room and

able to see everyone's faces? Is there consideration for in-person meetings in 21 spring? We wanted to be sure that there was ample time for feedback, there is no hard-external deadline other than what we set for ourselves. We will continue to gather feedback on the timeline, and if we feel that we need additional time this can be accommodated.

- There is also a sense of urgency. We have ambitious goals. As we get into fall, we need to keep this document moving forward. This plan will help us accomplish the work we have detailed out in our educational master plan. Work is already in progress, though, by departments and committees so goal attainment is not contingent solely upon the plan.
- 2:00-2:50pm: EMP assignments
  - SP&GM – Review of Chapters 5
    - Kevin reviewed the document shared in the meeting invitation. The goal of chapter 5 is determining who is responsible for the work in the Educational Master Plan. ISPC previously looked at assigning objectives to committees or councils only. But, learning from the previous process, the SPGM is proposing to assign objectives to council, committee, workgroup, department, or position. Additionally, a strategic body is responsible for assessing and tracking progress and providing strategic oversight of our EMP goals.
    - An excel spreadsheet was also shared with the group, please use the filter, to review the EMP objectives by council/committee. Note this is not a thoroughly completed process, there are some gaps that need to be addressed (they are noted in green font). One example is Objective 6.4, there may be a need for an advisory committee, group, or body to address this objective.
    - Some groups do not have EMP assignments. This does not mean that their work is not needed or important (i.e. Institutional Review Board).
    - We are asking groups to review and rethink the roles and scopes of all our current councils/committee/workgroups to meet the needs of the EMP Goals and Objectives.
    - Individuals responsible for the work would be leadership, Dr. Green and the VPs.
    - The Call to Action and establishment of Anti-Racism taskforces has happened since work started on this document. How do we ensure that this 'new' direction is clearly visible and included in the plan?

- Chapter 5 will be agenized for all college committees and councils to review.
- A charter for the Racial Justice Taskforce has been drafted, the intent is to share with the workgroup leaders today. This is a proposed process done for academic purposes due to it not being approved yet as part of the new SPGM.
- Mechanism for changes to the SPGM as the need arises.
- Note the first draft was written in May, there are items to add. Send feedback/edits to Kevin Fleming, ISPC, or Academic Senate
- Will this be the guiding structure for the next ACCJC Accreditation visiting team? Or, will we make different groups to tackle each of the Standards? Or something else?
- The second half of chapter 5 takes the same EMP goals and objectives and aligns KPI, RCCD Goals, Vision for Success, and ACCJC Standards.
- Should we attempt to add a lead coordinator or point person for each objective?
- SS operational group, titles/positions change. Might it make the document dated if we add names and titles?
  - I see there are titles such as Dean of Student Equity, but that is essentially outdated already given the consolidation in student services.
- We have 15 KPIs
- It will be integral to ensure that this draft is developed with detailed track changes for full transparency and in avoidance of duplicate effort
- Draft 2 and summary of changes will be shared with Nor-all.
- Draft 1 has not had any changes.
- Request to ask for a link back to the old process whenever there is a change in the new plan so that ISPC members and the college community can see the changes for discussion.
- The new plan was built around meeting the goals of the EMP, thus links to the 2013-2018 plan will not be embedded in the 2020-2025 plan.
- Is the hope that this plan is Board approved this semester ready to go in spring? The timeline is now Board approval in the spring with implementation in 21FAL.

- Invited everyone to add chapter 5 to their agendas for discussion and detailed review to be sure that the alignments are as accurate as possible and that any gaps are identified and addressed.
- Review each of the twelve goals to brainstorm which council or committee would be responsible for the work of the goals/objectives.

### **Goal 1 Access: 4 Objectives**

- Objective 1.1 and 1.2 – will these be brought to APC to be disseminated to the departments? This is reported but APC does not have a say in determining how much FTES by department.
- Not sure if there is a process for faculty to grow their programs.
- Be aware that these gaps need to be identified.
- Racial Justice direction is connected to every goal, we need to keep that throughout.
- Outreach to the community in general, are we including the local community who are not interested in a degree? This is addressed in Objective 6.6.

### **Goal 2: Guided Pathways Framework**

- 2.2 Increasing certificates completion. A number of certificates are changing, we have increased the number of small unit certs, many are non-credit. This may result in an increase though our traditional certs declined. We should be tracking these carefully.

### **Goal 3: Equity**

- Add Racial Justice Taskforce
- Distance Ed Committee
- Equity gap is state prescribed metric that looks at the percentage of degree earners compared to the general population. The number should be the same by group.
- If we intend to help, are we steering students to degrees/professions that will be financially stable.
- EMP meets district/state/Accreditation goals.

- Should District committees be added to the chapter 5 committee and council lists for collaboration. The district side is still in production in some areas. Alignment will be added where it is currently known.
- Every year, we will review how we are progressing to our goals, if a revision to the process is needed, we will need to adjust as we go.

#### **Goal 4: Professional Development**

- Where does increasing knowledge in our own fields fit in? Two things that we continue to do and are not called out in this document are increases to our professional scope of work and professional development around the tools the district provides.
- What about LGBTQ trainings, fall under two objectives? There are a number of trainings and areas that are not called out explicitly in the EMP but shall be executed as tactics in order to meet the objectives.
- Classified Professional Development Committee should be added to objectives 4.1 and 4.2

#### **Goal 5: Workforce and Economic Development**

#### **Goal 6: Community Partnerships**

#### **Goal 7: Programs**

- Can faculty working with Strong Workforce be a part of 7.2 (Add AS CTE Liaison)
- 7.3 Identify faculty non-credit lead (or District Non-Credit Liaison) Check with Dr. Mustain.

#### **Goal 8: Effectiveness, Planning and Governance**

#### **Goal 9: Workplace/Employees**

#### **Goal 10: Facilities**

- Modify 10.5 - remove date.

#### **Goal 11: Operations**

#### **Goal 12: Resources**

- 3:00-3:50pm: Proposed Council descriptions/scope

- SP&GM – Review of Chapter 8
- Strategic Planning visuals (boxes and circles)
  - Chapter shows current councils and members and the proposed changes to the councils. Duplicated memberships are called out and total numbers provided.
  - The structure includes two additional councils that do not exist in our current structure.
  - Membership is detailed out for each council in subsequent pages.
  - Membership is recommended based on expertise related to the scope and assigned EMP objectives to each council.
  - For classified professionals it is not a condition of employment to participate in college governance. Classified professionals requested removing job titles from the document.
  - If there are specific roles that require expertise why can't we include those classified professional members on this committees and call it out by title? We have called out by title for administration and faculty. Appointment of classified professionals is done through the CSEA Committee Appointment Process and is outlined in education code as the right of the constituent representative.
  - Proposed a middle ground in the language to help encourage staff to feel empowered to participate. Classified professionals prefer to have a reference to the CSEA Committee Appointment Process.
  - College Council will serve as the accreditation steering committee for future ISER writing and visits.
  - Goals for the leadership councils and standing committees, workgroups, for each council are also detailed.
  - Suggestion to add more student representation to each council or a student alternate. AS will have two student reps this year. ASNC will be reviewing the document this fall and providing their feedback.

#### Academic Council

- Add Counseling rep
- Add Library rep
- Activities related to instructional programs number 4 is a 10+1, in support of but not in place of. Request to add language to clarify.



- How does the flow work in relation to the Academic Senate?
- Institution Planning is the purview of the faculty informed by feedback from classified and students.
- Where does the duplication come from? The 12 co-chairs and the faculty accreditation liaison are where the duplication occurs.

#### College Council

- Is there a provision to have CTE represented on the college council?
- Proposing that the at-large member be CTE faculty. There are not many faculty to serve on the committees, and we want to ensure that the direct CTE voice is included at the college council.
- There are seasoned CTE faculty that are stretched thin and then there are CTE faculty that are newer but do not have
- Revised proposal to add a footnote that at least one faculty representative is CTE.
- Further discussion on faculty representation will continue in Academic Senate.
  - We should start one of these conversations by asking, “Who’s voice is not being represented?” CTE, Library, Counseling, etc ... and make sure they are there.
  - Noted that the councils meet at the same time except for the College Council, to make greater use of our time, expedite approval processes, and prevent having the same employees serve on the councils.
  - Are we expecting 20% of faculty to be in a leadership council? Yes
  - It seems as if we are creating more councils to get more input from a broader constituency, but I would argue that this makes us sluggish as an organization. How do we ensure that decisions for the college is still made thoughtfully but swift?
  - Attempting to alleviate bottlenecks and streamline the process by clearly defining the scope of each council and committee; empowering leadership councils to make decisions.
  - This also gives a chance for ideas to be discussed before reaching the Academic Senate. This will help the senate function better.

- No change proposed for APC, they are still a standing committee of the senate. The terminology will be discussed at the Academic Senate. The APC is affiliated and connected to both the Academic Senate and the Academic Council.
- The senate subcommittees are the purview of the senate. This is noted on the chart and in the Word document.
- Faculty appointment for councils are approved by Academic Senate. Suggestion for how to expedite appointments.
- Noted an inconsistency in classified professionals representation by council.
- Recommended 2-year terms for each council.

Meeting adjourned: 3:50pm