MEMBERS PRESENT: Becky Blatnick (phone), Ruth Bettenhausen, David Gonsalves (phone), Allen Keppner, Michelle Lopez, Jeff Marsee, Tony Sartori, Keith Snow-Flamer, Lynn Thiesen, Mike Wells, Marcia Williams (phone), Marjorie Carson, Carol Mathews

MEMBERS ABSENT: Lance Courtney, Jose Ramirez, David Seda, Kelly Wilson, Ruth Moon, Cheryl Tucker

ALSO PRESENT: None

CALL TO ORDER: Jeff Marsee called the meeting to order at 1:00 p.m.

MINUTES: The minutes of April 21st 2009, were approved with the following revisions:
1. Under ‘Members Present’, strike out ‘David Gonsalves’

COLLEGE COUNCIL SCOPE- TASK FORCE UPDATE: President Marsee asked the Council to review the proposed ‘College Council Scope’. Becky Blatnick noted that AP 2511, “College Council,” contained useful information on the role of College Council, but it lacked a flow chart showing how College Council functions with other administrative processes and other committees. Lynn Thiesen noted that the proposed scope of College Council and AP 2511 were not congruent. Tony Sartori suggested that the proposed scope offered by the taskforce, the scope of College Council according the faculty handbook, and the scope as defined in AP2511 be consolidated and aligned into a single document. Tony also suggested that role of College Council and the corresponding scope be the first agenda item when the Council re-convenes in the fall. President Marsee concluded the conversation by requesting that development of administrative procedures related to College Council’s relationship with the shared governance process be an agenda item when the Council re-convenes in the fall.

Lynn Thiesen suggested that College Council encourage district wide participation in College Council meetings by posting a sign outside the boardroom when meetings are in session. Michelle Lopez suggested adding the meeting schedule to the campus calendar.

EDUCATION MASTER PLAN: Keith Snow-Flamer reported that the current draft of the Education Master Plan was posted by section on the Wiki and that district stakeholders were providing constructive feedback. Alan Keppner reported that the Education Master Plan Committee had discussed their future role and concluded that their work was accomplished and that they would be happy to turn the document over to the Coordinated Planning Council to maintain and update.
Tony Sartori reported that the Facilities Master Plan Committee had requested from HMC architects an amendable copy of the Facilities Master Plan so updates could be made by the committee. Tony also reported that the committee planned to continue meeting, but under the name “Facilities Planning Committee.” Tony concluded by inviting Jeff to participate more often in the Facilities Planning Committee meetings as his attendance at their previous meeting was very constructive.

Tony Sartori requested that a running scorecard of policies ‘under review’ and ‘updated’ be maintained in order track the progress of the committee. Michelle Lopez agreed and proposed that a policy matrix be maintained online.

Becky Blatnick, following the discussion of tracking policy revisions, questioned the status of BP/AP 4240 “Academic Renewal”. Alan Keppner reported that College Council, at their April 21st, 2009 meeting, had adopted the revised BP/AP 4240, and that BP/AP 4240 was awaiting approval by the Board of Trustees.

President Marsee questioned weather the ‘President’s Notes’ and his invitation to all to voice their concerns to College Council were effective ways of promoting dialogue across the district. Lynn Thiesen reported that according to the AMC group, they appreciated receiving the President’s Notes, but the ‘Notes’ only provide information after the fact and stakeholders would appreciate taking part in the discussions that lead up to substantial decisions being made. President Marsee suggested forum style meetings where a moderator would field questions from the audience then present them to the leadership team for response. Jeff concluded the meeting by noting that communication is not just a top-down issue and cabinet would discuss options to address the issue. Jeff also asked that College Council members open discussion with their constituency groups regarding how cross functional communication can be more effective.

Marjorie Carson reported that the next comprehensive accreditation report would be completed in fall 2011 and that she and Keith Snow-Flamer would begin work on a draft calendar to identify important milestones. Jeff added that the district expects a follow-up report back from the April 17th visit July 1st.

The next College Council meeting will occur in the fall.

The meeting was adjourned at 2:16 p.m.