MEMBERS PRESENT
Allen Keppner, Dave Holper, Riley Emanaker, Becky Blatnick (phone), Martha Racine (phone), Jeff Marsee, Mike Wells, Keith Snow-Flamer, Marjorie Carson, Ruth Bettenhausen, Ruth Moon

MEMBERS ABSENT
Ron McQueen, Ashly Chapman, Jose Ramirez, Lynn Thiesen

CALL TO ORDER
President Jeff Marsee called the meeting to order at 3:02 p.m.

MINUTES
The minutes of October 5th, 2009 were approved as corrected.

REVIEW OF COLLEGE COUNCIL SCOPE
The scope of College Council approved by the Council on 10-21-08 does not mirror the scope of College Council as outlined in AP2511 ‘College Council’.

The Council agreed that the scope should incorporate elements of both to read:

The Redwoods Community College District shall establish governance structures which are efficient, effective, and which allow for broad participation in the decision-making process. The District seeks to build understanding and trust among various groups in the College through open collaboration and shared responsibility. The College Council is a collegial consultation body that includes representatives from all of the District’s constituent groups.

The College Council is responsible for reviewing recommendations of Board Policies and Administrative Procedures before final submission to the Board of Trustees for approval. Administrative Procedures are approved by College Council itself and forwarded to the Board of Trustees for informational purposes. College Council also reviews the actions of the Cabinet, Academic Senate, Coordinated Planning Council, and the Financial Advisory Council.

Members convey information from the Council to their constituent groups and from their groups to the Council. Members represent their constituents’ views to the College President who serves as Council Chair. The Council serves to advise the College President before implementation of the recommendations.

Next Steps- The revised scope statement will be reviewed at the Nov 2, 2009 meeting. If approved, the Council will move forward to amend AP2511.

COLLEGE COUNCIL TASK FORCE
The Council reviewed the list of concerns forwarded to the task force by the campus community last semester. Priorities included:

• Communication and collaborative decision making
• Administrative delay in policy implementation
• Infrastructure right-sizing

Other concerns:
• Employee bargaining unit contract issues
Next Steps- The task force will revisit the prioritized list of concerns and revise them for the November 2, 2009 meeting.

STATUS OF POLICY AND PROCEDURE UPDATES

- BP/AP 4240, “Academic Renewal”
  - Allows students to purge up to two poor CR semesters from their academic records
  - Motioned, seconded and a unanimous vote was cast to approve AP4240

Action- The VP if of Instruction will forward the revised AP4240 to the Board of Trustees for informational purposes.

- BP 305/AR305.01, “Contract Faculty Appointment Procedures”; and AR305.03, “Priorities for Tenure-Track Positions”
  - Prioritizes in what order full-time tenure-track faculty positions are hired
  - Included in the handouts for the 10-19-09 Council Meeting were two documents providing background information on faculty prioritization.

Action- Referred to Academic Senate to identify issues/problems with the current implementation of AR 305.01, to be followed by discussion with cabinet.

- BP5055/AP5055, “Enrollment Priorities”
  - Outlines priorities during the registration process

Action- Two representatives each from Admin, Managers, Directors (AMD), Classified Senate, Academic Senate, and ASCR, and one representative each from DN and Mendocino will meet to review BP5055/AP5055 and draft recommendations to forward to cabinet and College Council. Lynn Thiesen is organizing the meeting between the constituency groups.

- Proposed AP 4231, “Course Grade Challenge”
  - Currently falls under BP528 ‘Student Complaints’ and AR528.01 ‘Regulations Regarding Academic Complaints’
  - Process by which students challenge may appeal a grade they feel was awarded inappropriately due to alleged instructor mistake, fraud, bad faith, or incompetence (Ed. Code 76224(a))
  - Under current AR528.01, the Board of Trustees hears the final appeal
  - Under current BP528, the BOT authorizes administration to develop procedures and regulations to resolve student complaints
  - The proposed AP 4231 outlines a five step process that gives final jurisdiction over grade challenges to a ‘Course Grade Challenge Committee’ composed of two faculty, two students and the Chief Instructional Officer.

Action- The Council recommends that the proposed AP4231, ‘Course Grade Challenge’, be passed back to the Academic Senate to add a step six that allows students to appeal to the President if they disagree with the decision of the Course Grade Challenge Committee. Under this revision, the President would hear the final appeal. Upon revision, AP4231 will be presented to
College Council for approval.

- BP/AP 4020, “Program and Curriculum Development”; and AP4021, “Program Revitalization or Discontinuation Process”

Action- Cabinet and representatives from Academic Senate should meet to discuss the issue of the policy in general. Marjorie Carson will organize and convene the group.

COLLEGE COUNCIL MEMBERSHIP COMPOSITION

The Council discussed inviting a representative from Klamath Trinity (KT) to be a voting member of College Council. While the Council agreed that more communication with KT would be beneficial, many thought that full KT membership would skew the composition of College Council. The council agreed that KT should be invited to participate as a non-voting member. A motion was made, seconded and passed unanimously to define the membership of College Council as follows:

- Academic Senate (2)
- CRFO (1)
- Classified Council (2)
- CSEA (1)
- ASCR (2)
- Del Norte (1)
- Mendocino (1)
- President (1)
- Vice President of Administrative Services (1)
- Vice President of Instruction (1)
- Vice President of Student Services (1)
- Director of Human Resources (1)
- Administrators/Managers/Directors (1)
- Klamath Trinity (non-voting)

UPDATES

Classified employees will soon be voting on the creation of a Classified Council.

ACCJC representatives Dr. Marie Smith and Mr. James Barr will meet with the College Council Wednesday, October 21st from 9:30 to 10:00 am.

NEXT MEETING

The next College Council meeting is scheduled for 3:00 p.m. Monday, November 2nd, 2009.

ADJOURN

The meeting was adjourned at 4:30 p.m.