



College Council Agenda

Date: Friday April 17, 2015

Time / Location: 1-3 PM / Room 113

Committee Purpose

College Council is Woodland Community College’s preeminent consultative body to the President. The purpose of College Council is to assess and improve the existing processes of evaluation, planning, and improvement for the College, including the development, review, and evaluation of policy proposals and issues within the participatory governance framework.

Meets District Short Term Goals 2013-2015

Improve leadership and managerial competencies at all levels.

Meets Accreditation Standard

Standard IV: Leadership and Governance: The institution recognizes and uses the contributions of leadership throughout the organization for promoting student success, sustaining academic quality, integrity, fiscal stability, and continuous improvement of the institution (excerpt).

Committee Norms

Trust one another; Be polite & respectful; Listen carefully; No side bar conversations; Be rigorous; Cultivate open discussion; Be careful not to dominate the discussion; Be curious; Clarify jargon; No electronic diversions; Keep a sense of humor; Be concise; Ask questions when you don't understand; Value alternative view points; Be collaborative

Membership: * WCC College Council membership noted below represents changes after Clear Lake Realignment is completed.

WCC President	Standing Co Chair – Dr. White	*4 Full-time Faculty, with at least one counselor *(Preference given to one additional College Center representative.)	Laney Magney (Co-chair)
Vice President of Instruction/Student Services -	Standing – Dr. Konuwa	*2 Adjunct Faculty *(Preference given to one College Center representative.)	
*College Center Executive Dean	Standing – Executive Dean Lee	*3 Classified Professionals *(Preference given to one additional College Center representative.)	
Dean of Student Success	Standing – Dean Senecal	*ASCLC Representative	
ASWCC Representative	Jeff Wata		

Absent:

Guests:

The mission of Woodland Community College is to provide high quality education that fosters student success & lifelong learning opportunities for the communities we serve in an environment that values diversity, individuality, mutual respect, civic responsibility, and the free exchange of ideas.

Item	Description	Owner	Action/ Information	Background
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Item	Description	Owner	Action/Information	Background
1.	Approval of Agenda	All	Action	
2.	Approval of Minutes	All	Action	
	<i>Discussion/Decision:</i>			
3.	Student Success Report	Sean L.	Information	Committee report to be delivered. We will ask Sean about the charge statement.
4.	College Council Goals	All		Jan. 8 College-wide branding activity, Committee Report Out scheduling for Spring 2015, Educational Master Plan, Student Equity Plan, College Catalog logistics , College Handbook review, Mission review, College Brand
	<i>Discussion/Decision:</i>			
5.	DC3 Report Out (standing item)	White/ Konuwa	Information	Update of DC3 items.
	<i>Discussion/Decision:</i>			
6.	Accreditation Update	Dr. Konuwa	Information	ART has met and decided upon our Substantive Change Reporting timeline as well as Mid-Term Report.
7.	Institutional Effectiveness	Senecal	Information	Dean Senecal will present Institutional Effectiveness Report data elements.
	<i>Discussion/Decision:</i>			
8.	Branding	All	Action	Dean Senecal to build survey to be opened 4/6 to 4/17 noon. She will report out on results of the survey.
	<i>Discussion/Decision:</i>			

Item	Description	Owner	Action/ Information	Background
9.	WCC Committee Structure	Action	All	<p>Organizational clarity demands universal understanding of our lexicon. Committee behavior adjusts according to the type of group, determining approaches, reporting, etc.</p> <p>Each of the bodies below are bound by either a standing purpose statement or charge statement. We will identify our current inventory and outstanding committees as one of the following:</p> <ul style="list-style-type: none"> - Council: standing positional representative advisory group dually assigned to consultation and reporting back to the College body. - Committee: standing group of experts, defined by a purpose statement, charged with reviewing specific organizational operations and reporting recommendations back to the authoritative body. - Sub-Committee: a subset of standing committee members organized for a specific operation that may or may not be time-bound. - Task Force: selected group of experts charged by a standing committee or council to carry out a specific time-bound activity. - Ad Hoc Committee: a standing group usually appointed/approved by an authoritative body to carry out a specific project or event unrelated to College governance. <p><u>Committee Inventory</u></p> <ul style="list-style-type: none"> • College Council • Academic Senate <ul style="list-style-type: none"> ○ Curriculum Committee ○ Academic Standards ○ Distributive Education ○ Library Advisory ○ Disciplinary Hearing • Accreditation Response Team • Basic Skills • Bond Steering • Communication and Technology • Diversity • Faculty, Staff, and Administrative Planning • Program Review Validation Team • Flex • Heritage • Safety • Schedule Criteria • Student Learning Outcomes

WCC College Council

Item	Description	Owner	Action/ Information	Background
	<i>Discussion/Decision:</i>			
10.	Student Success Charge Statement	Mangney/ White	Action	Due March 20 – response to Student Success Charge Statement to address seemingly disjointed Probation/Dismissal work flow. We will ask Sean for an update.
	<i>Discussion/Decision:</i>			
11.	President’s Cabinet and Academic Senate Charge Statement	All	Action	Due Mar. – Response to Charge Statement addressing partnership requests from private institutions. Cheryl may be ready to report out.
	<i>Discussion/Decision:</i>			
12.	Student Services/President’s Cabinet Charge Statement	All	Action	Dr. White and Laney will present a draft Student Services Leadership Council charge statement. (attachment)
	<i>Discussion/Decision:</i>			
13.	Communication and Technology Charge Statement	All	Action	Dr. White and Laney will present a draft CAT charge statement in light of our College’s future LED marquee. (attachment)
	<i>Discussion/Decision:</i>			
14.	College Mission Review	All	Action	Dr. White will share draft HSI statement. We will discuss the March 27 th convening.
	<i>Discussion/Decision:</i>			

Calendar Items

1. March 27 HSI College-wide convening 10 to noon
2. April 30 Student HSI Summit – CCOF?? (Leverage Pizza with the President?)
3. April 23-24 ACCJC Standards Conference at Sheraton San Diego



College Council NOTES

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1.	Approval of Agenda	All	Action	
2.	Approval of Minutes	All	Action	
	<p>Discussion/Decision: Add Names of the Committee to both agenda and minutes. 4/17: Agenda approved. For the minutes we will add a date to indicate discussion of the item, as the agenda is a rolling agenda. A. <i>Velasco moved; J. McCabe seconded; motion approved</i></p>			
3.	Student Success Report	Sean L.	Information	Committee report to be delivered. We will ask Sean about the charge statement. 04/17: Item tabled; L. Mangney will follow-up.
4.	College Council Goals	All		Jan. 8 College-wide branding activity, Committee Report Out scheduling for Spring 2015, Educational Master Plan, Student Equity Plan, College Catalog logistics , College Handbook review, Mission review, College Brand
	<p>Discussion/Decision: 04/17: Ongoing item- CC will look at College Brand. Bahneman; Wata; Motion approved to move item 8 up to item 5</p>			
5.	DC3 Report Out (standing item)	White/ Konuwa	Information	Update of DC3 items.
	<p>Discussion/Decision: 4/17: No items to report.</p>			
6.	Accreditation Update	Dr. Konuwa	Information	ART has met and decided upon our Substantive Change Reporting timeline as well as Mid-Term Report.
	<p>ART is working on a draft that they will present in the next couple of weeks. The substantive change report is moving slowly, but will be advanced in June and July.</p>			
7.	Institutional Effectiveness	Senecal	Information	Dean Senecal will present Institutional Effectiveness Report data elements.
	<p>Discussion/Decision: IEPI Report was reviewed. The college was required to report on 4 items, the college however decided to report on all 18 items. M. Senecal explained that we have received our first Score Card, due to the fact that they use 7 years of data and it has been 7 years since we were recognized as an official college. MS- explained that at this time there are no consequences for not meeting our benchmarks; however, we need to review the reasons for any shortfalls. This report ensures that we work collaboratively and strategically together and not in silos.</p> <p>Wata Motioned to approve IEPI as presented and moved to Senate and Cabinet; seconded M. Senecal: motion approved.</p>			
8.	Branding	All	Action	Dean Senecal to build survey to be opened 4/6 to 4/17 noon. She will report out on results of the survey.

Item	Description	Owner	Action/ Information	Background
	<p>Discussion/Decision: The 1st, 2nd, 3rd choices:</p> <ol style="list-style-type: none"> 1. Your Campus, Your Future 2. Opening the Door to Success 3. Your Future Starts Here <p><i>There are comments, regarding similarity, general, consideration of other choices, a misspelling in Spanish of Future. There is a possibility that similar choices may split votes. Picking a first, second, and third choice doesn't necessarily reflect how strongly one might feel about one choice over the other; or how they relate to the college.</i></p> <p><i>MW clarified that we are not pressed for time and if the body would like to make a recommendation to the President he would entertain a motion.</i></p> <p><i>JM would like to include the 4, number one choices from Survey Monkey</i></p> <ol style="list-style-type: none"> 1. Your College, Your Future 2. Success Grows Here 3. Opening the Door to Success 4. Your Future Starts Here <p><i>J. Wata will take the information on behalf of ASWCC to Estelita for inclusion in her Survey to get it out to the general student population, options for survey intake are paper and electronic. ASWCC will make the determination of how students are surveyed.</i></p> <p><i>JM moved that Molly advance the first four choices via Survey Monkey, ASWCC will work the promotion for April 30th. Motion passed.</i></p>			

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Item	Description	Owner	Action/ Information	Background
	<p><i>Discussion/Decision:</i> AV-look at dates for AS/CC joint senate meetings. Insert above *</p> <p><u>2016 Committee Structure</u> College Council Academic Senate</p> <ul style="list-style-type: none"> • Academic Standards • Curriculum • Distributive Ed • Flex • Library Advisory • Disciplinary Hearing • Student Learning Outcomes Committee Student Success Committee <p>Accreditation Response Team (will become Accreditation Steering Committee) Basic Skills Committee (Considered and collapsed to Student Success Cmte.) Student Success Committee Bond Steering Task Force Communication and Technology Committee Diversity Committee Faculty, Staff, and Administrative Planning (task force?) Program Review Validation (possible task force of Budget & Planning) Heritage Ad Hoc Committee Safety and Facilities Committee Schedule Criteria (Sub-Committee to a proposed Institutional Effectiveness Committee) **Student Services Council</p> <p>To Discuss at next meeting. Perkins Task Force Budget and Planning Committee President's Cabinet (Council)</p>			

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Iwata/Konuwa/Passed: Meeting Adjourned at 3:00 am.

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