

# COLLEGE COUNCIL MINUTES

**Wednesday, January 31, 2018**

2:00 - 4:00 p.m. • Community Conference Center

I		<b>Organizational Items</b>	2:04 p.m.
	1.1	<b>Call to Order: Jessica Martin</b>	Present: Susan Lamb, Laurie Lema, Becky Opsata, Beth McBrien, Jessica Martin, John Freytag, John Nahlen, Newin Orante, Rachel Westlake, Obed Vazquez, Catherine Machalinski. Guest: Percy Roper Note taker: Julie Catalano
	1.2	<b>Adoption of the Agenda</b>	It was moved (McBrien) and seconded (Lema) to approve the agenda as presented. Motion passed unanimously.
	1.3	<b>Approval of the November 29, 2017 Minutes*</b>	It was moved (Lema) and seconded (McBrien) to approve the minutes as written. Motion passed unanimously.
II		<b>Public Comment</b> <i>This time is reserved for members of the public to address the College Council. A limit of five (5) minutes per speaker and fifteen (15) minutes per topic shall be enforced.</i>	None.
III		<b>Council Comment</b> <i>This time is reserved for members to address College Council. A limit of (5) minutes per speaker and fifteen (15) minutes per topic shall be enforced.</i>	Orante—announced that the construction is in the final stages for the food pantry space in the Student Union building. In the interim, before the pantry is open at DVC the Student Life Office will be working with the local food bank to have a bus drive students to the local food bank. We hope to open the DVC food pantry near the end of February. Lamb—announced that she has been hearing concerns around Program Review timeline and transparency. In addition, she announced that she will be forming goals to align with the EMP and will be asking the management team to integrate their goals to align with the EMP. McBrien—announced that at yesterday’s Academic Senate meeting faculty shared many concerns about the wait list problems. Machalinski—noted that the waitlists have had problems in prior semesters. Lamb asked for a list of concerns. McBrien will share the list of all the concerns brought to the senate meeting yesterday.
IV		<b>Resource Allocation Process*</b> • <b>Innovation Form Request*</b> – <i>action may be taken</i>	Opsata presented the Resource Allocation Procedure 5018.02 and reminded Council that at our last meeting we were going to vote to approve the procedure. She also sunshined a draft budget procedure for innovation requests. It was moved (Lema) and seconded (Machalinski) to table the resource allocation process procedure and the

			innovation form discussion and vote until later in the semester but with a goal to complete the discussion and vote in the spring 2018 semester.
V		<b>Reviewing the Mission Statement*</b> – <i>action may be taken</i>	Lema shared the DVC Procedure 1017.01 of periodically reviewing the mission statement. She is recommending a small work group to review the statement during the spring semester. It was moved (Westlake) and seconded (Machalinski) to form a work group of three people from each constituency to work on the mission statement. Lema will lead the process.
VI		<b>Integrated Planning Software Project</b> – <i>action may be taken</i>	Lamb announced that the district is considering integrated software. Council expressed concerns about the colleges having different needs. The Council asked members to share this information with their constituencies. Lema reminded the Council that last semester we formed a workgroup to look at integrated software. Lema informed the workgroup that we are on hold until we know what the district process will be. It was recommended that we use our college workgroup in some way to help facilitate the district process.
VII		<b>Institutional Effectiveness Partnership Initiative (IEPI) Process Resource Team (PRT) Visit Topic</b> – <i>action may be taken</i>	Lamb explained the PRT visit. She asked Council members to think of possible topics for our visit in the fall.
VIII		<b>EMP – Debrief Leadership Summit and All College Day Event</b> <ul style="list-style-type: none"> <li>• <b>Next Steps</b> – <i>action may be taken</i></li> </ul>	Lema reported there were 98 people at the Leadership Summit and over 300 at the All College Day Event. The planning group recommended an executive summary be drafted from the summary statements that came out of the Leadership Summit. For next steps, Lema explained an idea of focusing annually on one portion (possibly “Connection”) of the College Goals in the EMP. The planning group will meet again to flesh out this idea of strategic yearly focuses. We will continue these discussions in the senates and again here in CC.
IX		<b>Adjournment</b>	4:00 p.m.

Fall 2017 meetings: 8/16, 8/30, 9/6, 9/20, 10/4, 10/18, 11/1, 11/15, 11/29, 12/6  
Spring 2018 meetings: 1/31, 2/7, 2/21, 3/7, 3/21, 4/4, 4/18, 5/2, 5/16