

# COLLEGE COUNCIL MINUTES

Wednesday, November 20, 2019  
2:30 - 4:30 p.m. • Community Conference Center

		Members Present: Yuvia Mendoza, Sangha Niyogi, Rene Sporer, Becky Opsata, Marisa Greenberg, Lisa Gwyn, Newin Orante, Carol Hilton, Lindsay Kong, Mary Gutierrez, Susan Lamb, John Freytag, Patrick Moe, Jeniffer Monroy. Guests: Mario Tejada, Binita Sinha, Anne Kingsley Karin Pal, Chrisanne Knox. Note taker: Julie Catalano.	
I		<b>Organizational Items</b>	2:36 p.m.
	1.1	<b>Call to Order: Patrick Moe</b>	
	1.2	<b>Adoption of the Agenda</b>	It was moved (Greenberg) and seconded (Orante) to accept the agenda as presented. Motion passed unanimously.
	1.3	<b>Approval of the October 30, 2019 Minutes*</b>	It was moved (Freytag) and seconded (Opsata) to accept the 10/30/19 minutes as presented. Motion passed with Greenberg and Gwyn abstaining.
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>	Sporer—Canvas went down yesterday causing great stress to faculty and students. It was not communicated well. Freytag—echoed Sporer’s comments. Tejada—suggested that we have a task or users group that can dive in and look to see what is broken because the users might be able to diagnose problems before district IT. Gutierrez noted that Kat King is working with Canvas to solve the groups’ issues.
IV		<b>Procedures – Set #3* – action may be taken</b>	Opsata presented a first read on the set of procedures. Lamb gave kudos to Opsata for her work on procedures. There was a lot of discussion around the <i>unattended children on campus</i> procedure. Orante will be developing a resource guide for students on county child care support services.
V		<b>Regular and Effective Contact for DE Procedure 4003.02* – action may be taken</b>	Kingsley, Sinha and Tejada shared a draft of a new procedure 4003.02 Regular and Effective Contract Policy for Distance Education at DVC. They asked for feedback from Council members.
VI		<b>Program Review Ranking Process – action may be taken</b>	Kong shared feedback from the program review committee and the senates around tutoring and classified positions. She also shared that there was some confusion around the funding decisions with regard to categorical funding. This year the budget committee will be helping this process.

VII	<b>Program Review Committee Task Force Recommendations*</b> – <i>action may be taken</i>	<p>Freytag shared 3 recommendations from the task force.</p> <ul style="list-style-type: none"> <li>Classified hiring process—that PRC not rank classified position requests. It was moved (Freytag) and seconded (Orante) that the PRC no longer rank classified position requests. Motion passed unanimously.</li> <li>Budget Committee—to be tasked with considering improvements to the budget augmentation request process.</li> <li>SES Committee—to be tasked with doing a deep analysis of the program review templates.</li> </ul> <p>It was moved (Freytag) and seconded (Niyogi) to accept the Task Force recommendations stated above with regard to the Budget Committee and SES Committee tasks. Motion passed unanimously.</p>
VIII	<b>Committees and Program Review*</b> – <i>action may be taken</i>	Opsata volunteered to write a paragraph around the concept of incorporating committees into the program review process and will take it through governance.
IX	<b>Communications Committee Update</b> – <i>action may be taken</i>	Knox gave an update on the work of the Communications Committee. Chris Knox, Jessica Martin, and Troy Bennett are the tri-chairs of the committee. The first project they will be working on is a college-wide terminology glossary.
X	<b>ASDVC Health Center</b> – <i>action may be taken</i>	Mendoza and Pal shared survey results. They will continue to work with VP Orante for a long term space. They will use space in the Student Union building for the temporary services.
XI	<b>Racial and Cultural Change Update</b> – <i>action may be taken</i>	Lamb is still meeting with affinity groups. We are looking to have the RFP finalized by January 9. Lamb encourages everyone to participate in the Chancellor profile forum on Dec. 3 and the VPBAS forums tomorrow night. BEN held a successful event last week. Also we had a successful QUEER mixer on the same night.
XII	<p><b>Committee updates</b></p> <ul style="list-style-type: none"> <li>Budget Committee (BC)</li> <li>Program Review Committee (PRC)</li> <li>Research, Planning and Evaluation Committee (RPEC)</li> <li>Student Equity and Success Committee (SESC)</li> <li>Communications Committee</li> </ul> <p>– <i>action may be taken</i></p>	<p>BC—next meeting December 8.  PRC—next meeting in February.  RPEC—working on CCSSE report.  SESC—next meeting in February.</p>
XIII	<b>Adjournment</b>	4:30 p.m.