

Diablo Valley College
Committee Self Evaluation Form

Committee Name: College Council

For Academic Year: 2009-2010

Date of Self Evaluation: May 2010

| Month | Meeting Date (s) | #of Members Attending | Agendas posted in advance? | | Minutes posted? | | Please List the Major Issues/Tasks Addressed at Each Meeting |
|-----------|------------------|-----------------------|----------------------------|----|-----------------|----|---|
| | | | Yes | No | Yes | No | |
| July | Did not meet | | | | | | |
| August | Did not meet | | | | | | |
| September | Did not meet | | | | | | |
| October | 5 | 14 Guests: 5 | X | | X | | 1. Reviewed the Committee Charge, Function & Membership 2. Selected Committee Chair and vice chair 3. Reviewed DVC Procedure 1001.02 |
| | 26 | 14 Guests: 4 | X | | X | | 1. Reviewed Brown Act Basics and committee protocol 2. Reviewed parliamentary procedures 3. Discussed revisions to DVC Procedures 4. Discussed the creation of an Enrollment Management Committee |
| November | 23 | 13 Guests: 7 | X | | X | | 1. Two students requested the creation of a Facilities Committee 2. Further conversation on Brown Act 3. Discussed and defined Consensus versus Majority decisions 4. Elected permanent student vice chair 5. Approved DVC Procedure changes 6. Heard descriptions of Enrollment Management Committee 7. Reviewed two DVC Procedure changes 8. Heard a presentation on changes to Cultural Diversity Committee charge and function |
| December | 14 | 14 Guests: 4 | X | | X | | 1. Further discussion on College Council voting procedures 2. Discussed further the creation of an EEOA Committee 3. Approved the creation of a Student Equity Committee 4. Dissolve the Cultural Diversity Committee 5. Discussed the creation of a the Institutional Effectiveness Committee, a Facilities Committee, and an Enrollment Management Committee. 6. Concluded that College Council is not a Brown Act Committee |
| January | 25 | 13 Guests: 0 | X | | X | | 1. Approved the voting & consensus process for the committee 2. Updated the URL changes to two DVC procedures |
| February | 8 | 10 Guests: 3 | X | | X | | 1. Approved the creation of the Institutional Effectiveness Committee |
| | 22 | 9 Guests: 2 | X | | X | | 1. Approved the creation of the Equal Employment Opportunity Advisory Committee. 2. Approved the changes to DVC Procedure 3111.01 3. Agreement between President and Faculty Senate President on the new procedures: 1016.01, 1018.01, and 4001.07. |
| March | 8 | 12 Guests: 2 | X | | X | | 1. Approved the creation of a Facilities Committee 2. Approved the creation of an Enrollment Management Committee 3. Approved the revisions to DVC Procedures: 6102.01, 3010.01, 3025.01 4. Discussed the internal committee evaluation. |
| | 22 | 10 Guests: 3 | X | | X | | 1. Approved changes to DVC Procedure 1001.02 2. Heard the presentation of the Integration Council's |

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| | | | | | | Recommendations |
|-------|----|-----------------|---|--|---|---|
| | | | | | | 3. Reviewed the process for the external college-wide committee survey. |
| April | 12 | 12 Guests: 4 | X | | X | 1. Further discussion on the Integration Council's Recommendations 2. Internal committee evaluation survey was approved 3. Approved sending out one external college-wide survey for all college-wide committees. |
| | 26 | 22 Guests: 6 | X | | X | 1. Recommended forwarding the Integration Council Recommendations accompanied by two minority reports 2. The Budget Committee recommendations report was presented. 3. Agreed to a percentage that would provide the best results from the college-wide committee survey. |
| May | 10 | 13 Guests: 1 | X | | X | 1. Recommended forwarding the Budget Committee recommendations contingent on approval of Classified Senate. 2. Completed the process of approval for DVC Procedures 4001.01, 4001.02, and 4001.03 |
| | 14 | 13 Guests: 3 | X | | X | 1. Approved DVC Procedure 1001.01 2. Approved 5 strategic directions for 2010-2011 3. Completed the process for the approval of DVC Procedure 4004.01 4. Reviewed the internal committee survey results. |
| June | | | | | | 1. [Issue #1] 2. [Issue #2] 3. [Issue #3] 4. [Etc.] |

Average Attendance

Major Committee Accomplishments & Achievements in Past Year

- CC met regularly and was able to get through the creation of several committees
- Came to a definition of consensus
- Revised several college policies and procedures

Major Obstacles/Problems With Committee Function

- Issue of constituency based thinking remains an obstacle.
- Lack of agreement/knowledge about accreditation standards.
- Difficulty in working through agenda when constituencies weren't able to provide feedback (may be due to timing of meetings).
- Relationships between different constituencies were often strained.

Recommended Changes to Committee Charge

- Discuss and review the charge and function of the College Council.

Recommendations for Improving Committee Process/Efficiency

- Hold "team building" event at the beginning of academic year to foster inter-constituency cooperation
- Hold training for constituency roles and Accreditation Standard 4: Governance at the beginning of the academic year
- Hold training for meeting etiquette

