



## College Council Committee Agenda

March 22, 2016, 9:00 – 11:00 a.m.

President's Conference Room, College Center

**Committee Mandate:** *To act on College committee and constituency recommendations, to foster College communication and information sharing, and to review overall College operations.*

### 1. CALL TO ORDER

- 1.1 Roll Call
- 1.2 Welcome
- 1.3 Adoption of Agenda
- 1.4 \*Approval of Minutes:
  - February 23, 2016
  - March 8, 2016

### 2. SPECIAL REPORTS/UPDATES

#### 2.1 College Event Calendar

- Classified Senate End of the Year Luncheon, June 10, 11:30 – 1:30pm, 4<sup>th</sup> Floor Conf. Rm

#### 2.2 Constituency Updates

**Academic Senate** (Ann Holliday)

**Associated Student Government** (Naomi Lambert)

**Classified Senate** (Mark Worden)

### 3. President/VPs Brief Reports (Adrian, Groot, Miyashiro, Nguyen, Rodriguez) (1-2 min)

### 4. ACTION ITEMS

#### 4.1 Follow-Up on Action Items from September 8, 2015 meeting:

- 4.1.1 Regarding the Online Class Schedule: Vince reported that feedback from focus groups indicated that there is confusion about hybrid courses which results in students dropping classes. **Vince** will forward recommendations to District IT and will provide a report to Council regarding hybrid courses at the next meeting. **District** will provide a new student scheduler program once support and funding is obtained through District Consultation Council. **-Aeron** will conduct a focus group related to class formatting and outline. **ONGOING**
- 4.1.2 **Committee** members will discuss Professional Development and Participatory Governance with their constituency groups and report back to committee. Dr. Adrian and the Committee discussed parity vs. number of representatives on committees. Ann reported that PIEAC has discussed this item and will be providing a recommendation. **ONGOING**
- 4.1.3 **Laila** will arrange a meeting for discussion and planning of Professional Development Committee. **Will be scheduled for April**

#### 4.2 Follow-Up on Action Items from October 27, 2015 meeting:

- 4.2.1 An orientation and training will be provided for chairs and recorders of committee meetings. Committee members will submit names of trainers to be recommended and approved to Dr. Adrian. Laila and Joycelyn continue to work on this training. Laila will confer with Josh. Training to be completed in March. **ONGOING**

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4.2.2 **Josh** and Aeron met to determine various ways of developing a communications flow chart. Josh reported that they met prior to the holiday break and developed a flow chart, but due to their schedules they have still not yet met to further discuss. **DEFERRED**

4.3 Follow-Up on Action Items from November 10, 2015 meeting:

4.3.1 **Lori Adrian** will follow-up on review of technology plan being drafted by the District. Christine reported that Dr. Serban has reviewed the Technology Plan for the District overall. As a result, the District has developed an initiative based on the technology plan. In addition, the Vice Chancellor of HR will complete a comparison study and analysis of positions within other southern California colleges in order to bring this position up-to-date. In the meantime, the existing IT Directors will report to the Vice Chancellor of Administration. The District technology plan is on hold until a new Director is appointed. **ON HOLD**

4.3.2 **Christine** will ensure that the DL/Technology Committee revises the College Technology Plan and that revised District plans will be based on the college plans. At the college level, the requests from Program Review will be forwarded to the Technology Committee. The Technology Committee will then update the current Technology Plan. A revised copy of the Technology Plan will be submitted to the District. **ON HOLD**

4.4 Follow-Up on Action Items from November 24, 2015 meeting:

4.4.1 **Vince and Ross** will provide a report on the incarcerated student program to College Council. Vince and Ross will meet with Cheryl Stewart to discuss the incarcerated students program and will provide data and suggestions at the next meeting. Ross reported that Bob will present the instruction part and Ross will present the student services part of this program. An Executive Summary will be provided. **DEFERRED TO NEXT MEETING ON MARCH 22.**

4.4.2 **Vince** will chair the Task Force for the Multi-cultural Center and appoint representation from the various constituency groups. Ann stated that Erin Johnson will serve as a representative. **DEFERRED TO NEXT MEETING IN MARCH**

4.5 Follow-Up on Action Items from February 23, 2016 meeting

4.5.1 **Vince** will forward recommendations to District IT regarding confusion about hybrid courses and will provide a report to Council regarding hybrid courses at the next meeting. **DEFERRED**

4.6 Follow-Up on Action Items from March 8, 2016 meeting

4.6.1 **Nhadira** will provide a narrative on the new planning calendar to Dr. Adrian which will be sent out announcing and describing how to access various events on the new calendar.

4.6.2 **Committee Chairs** will provide feedback on appointee attendance at committee meetings to constituency leaders.

4.6.3 **Ross** will provide a faculty plan on financial aid training for President's Council.

4.6.4 **Nhadira** will schedule a meeting and invite all members involved for Canvas Training.

4.6.5 **Ross** will send announcement on EAB to Nhadira for publication in the President's Bulletin and Chancellor's Brief.

## 5. STANDING REPORTS

5.1 Budget Update (Christine Nguyen)

5.2 PIEAC (Ann Holliday/Vince Rodriguez)

5.3 Program/Department Review (Ann Holliday)

5.4 Student Success Committee (Ross Miyashiro)

5.5 Facilities, Safety & Sustainability (FSS) Committee (Christine Nguyen)

5.6 Distance Learning/Technology Committee (Christine Nguyen)

5.7 Accreditation (Vince Rodriguez)

5.8 Financial Aid Federal Program Review

## 6. DISCUSSION ITEMS

6.1 Requirement and Process for Adopting Institutional Effectiveness (IE) Goals Framework and 2016-17 IE College/District Goals (Aeron Zentner)

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6.2 \*Participatory Governance Custom Research by EAB

6.3 \*Draft District Technology Plan (Ann Holliday)

6.4 Planning Agenda (Ann Holliday)

6.5 Leadership of Special Committees & Programs (STAR, Multi-Cultural Task Force, etc) (Ann Holliday)

## **7. ANNOUNCEMENTS**

## **8. SUMMARY OF KEY ITEMS DISCUSSED/ACTIONS TAKEN**

## **9. ADJOURNMENT**

9.1 Items for next meeting:

*\*Attachment has been emailed.*

*\*\*Attachment available at meeting.*

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