



College Council Committee Agenda

May 24, 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:
 - May 10, 2016

2. SPECIAL REPORTS/UPDATES

2.1 College Event Calendar

- 2015-16 Transfer Advisory Committee Meeting, May 25, 2016; 11:30 a.m. to 1:00 p.m. Conduct annual meeting between Coastline and partner four-year universities, including representatives from the UC, CSU, and CA Private Universities to collaborate and develop transfer plans and improve transfer services for Coastline students. Will be held at the College Center.
- Fall 2016 All College General Meeting Workshop, August 26, 2016

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 **Committee** members will discuss Professional Development and Participatory Governance with their constituency groups and report back to the committee. Dr. Adrian and Committee members discussed parity vs. number of representatives on committees. The Faculty Professional Development Committees wishes to change the time and day of their meetings. Ann advised that all committees discuss membership at the first meeting held and submit a report to College Council. **DEFERRED TO MAY 24 MEETING**
- 4.1.2 Regarding the Online Class Schedule: Vince reported that feedback from focus groups indicate that some confusion exists regarding hybrid courses which results in students dropping classes. **Vince** has forwarded recommendations to District IT and the VPs of Instruction and will provide a report to Council regarding hybrid courses by the summer. **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.
TO BE COMPLETED BY MAY 30

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

To find out more about this committee, please visit www.coastline.edu/about/committees-councils/committee-groups/?openHideable=college-council

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 and are still trying to identify a training date. Joycelyn will coordinate with Laila a meeting with identified trainers. **ONGOING**

4.3 Follow-Up on Action Items from March 22, 2016 meeting (new items):

4.3.1 **Vince** will follow-up with the State Chancellor's office to ensure that the incarcerated cohorts will not negatively impact FTES and present a plan of action for incarcerated students' courses to be implemented by the fall. **DEFERRED TO MAY 24 MEETING**

4.3.2 **Ross** will identify an audit person and submit a recommendation from the Student Success Committee for College Council's review. **DEFERRED TO MAY 24 MEETING**

4.3.3 **Vince and Ross** will identify an educational expert to complete a workflow audit of the incarcerated students program. **DEFERRED TO MAY 24 MEETING**

4.3.4 **Vince, Ross, and Bob** will work together to research and compose an Incarcerated Student Mission Statement to be included in the internal Incarcerated Students document prior to distribution. **DEFERRED TO MAY 24 MEETING**

4.3.5 **Vince** will identify dates for the Multi-Cultural Center Task Force meetings. **DEFERRED TO MAY 24 MEETING**

4.4 Follow-Up on Action Items from April 26, 2016 meeting:

4.4.1 **Wing** Councils to provide date options for Council Meeting Dates at the next meeting in May. **DEFERRED TO MAY 24 MEETING**

4.5 Follow-Up on Action Items from May 10, 2016 meeting (new items):

4.5.1 Training to be provided for meeting facilitators on "*how to conduct meetings and how to have difficult conversations.*"

4.5.2 Request for participation on the Incarcerated Student Support Task Force to be sent to constituents by the May 24 meeting.

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 *2016-17 Committee List (Laila Mertz/Martha Tran-Nguyen)

6.2 Enrollment Management Committee/Task Force (Lori Adrian)

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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College Mission Statement: *Coastline Community College promotes academic excellence and student success for today's global students through accessible, flexible, innovative education that leads to the attainment of associate degrees, transfers, certificates, basic skills readiness for college, and career and technical education.*