



College Council Meeting Minutes

March 26, 2019 | 2:00 -3:30 p.m. | 3134/N3213

Committee Description

College Council is a central committee that acts as an advisory group to the Superintendent/President for Board policies, administrative procedures and district goals, plans and priorities. It is a communication vehicle for recommendations and proposals that come through the participatory governance system and serves as a clearinghouse for college-wide information. College Council is responsible for approving new college-wide committees and revisions to existing college-wide committees, acknowledging and reviewing initiatives and end-of-the-year assessments from specified content committees, conducting and analyzing the faculty hiring prioritization process, providing new program development recommendations to Planning and Budget and the Academic Senate, providing new restrictive fund faculty recommendations to Planning and Budget and reviewing proposals and making recommendations for program revitalization, suspension, and/or discontinuance.

Committee members:

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| X | Jill Stearns, Superintendent/President, <i>Ex-Officio, non-voting</i> | | |
| X | Deb Wulff, Vice President for Academic Affairs, Co-Chair of College Council | X | Cherie Moore, Applied Behavioral Sciences Division Chair |
| X | Bret Clark, Division Chair, Co-Chair of College Council | | Stacy Millich, Academic Senate President |
| | Mark Sanchez, Vice President for Student Services and College Centers | | Hunter Perry, Cuesta College Classified United Employees Representative |
| X | Dan Troy, Vice President for Administrative Services, <i>Ex-Officio, non-voting</i> | X | Susan Kline, Business Education Division Chair, Interim |
| X | Maria Escobedo, Dean for North County Campus and South County Center | | Anthony Gutierrez, Coordinator, Student Life and Leadership, service faculty |
| | Madeline Medeiros, Interim Dean of Humanities Academic Affairs | X | Debra Stakes, Physical Sciences, CCFT |
| X | John Cascamo, Dean of WED Academic Affairs | | Jodi Meyer, North County Faculty Representative |
| | Catherine Riedstra, Dean of Student Services | X | Steve Leone, English Division Chair |
| X | Camri Wilson, ASCC President | X | Shannon Hill, Management Senate Representative |
| | | X | Guest: Chief Millard Todd Frederick |

Committee Initiatives 2018-2019:

| ACCJC Standard (s) | Completed | In Progress / Ongoing | |
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| | | X | 1. Monitor the progress of the 2020 Comprehensive Self- Evaluation Report |
| | | X | 2. College Council will collaborate with the Academic Senate to review and/or update the faculty prioritization process |
| | | X | 3. Monitor the progress of the Guided Pathways plan |
| | | X | 4. Improve communication to the college community regarding college council |

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| <p>1. Call to Order</p> <ol style="list-style-type: none"> a. TIME KEEPER: N/A b. COMPUTER: J. Stearns c. DISCUSSION MEDIATOR: B. Clark d. Approve minutes from <u>March 12, 2019</u> meeting e. Approve meeting agenda | <p><u>Approval of Minutes</u> First: S. Millich Second: S. Hill Motion passed unanimously</p> <p><u>Approval of Agenda</u></p> <ul style="list-style-type: none"> • Update AP 6750. Information only, no action <p>Motion to approve agenda with changes</p> <p>First: S. Hill Second: D. Troy Motion passed unanimously</p> |
| <p>2. Cuesta College Mission Review and New College Goals</p> <p>Background: A workgroup is currently working on reviewing the College Mission Statement.</p> <p><u>Cuesta College Mission Statement</u></p> <p>Proposal: Discussion is required to coordinate new goals and initiatives originating at the Chancellor’s office and our existing goals and initiatives and how they impact our mission statement.</p> | <p><u>Mission Statement Review</u></p> <ul style="list-style-type: none"> • Group was tasked with reviewing Cuesta’s mission in light of standards. Also looked at values. • One word the group found missing in the statement is “equitable” or “equity”. When mapping mission statement, ensure it’s mapped to equity—without using the word. • Committee reviewed mission statement and are recommending that we continue with same statement and roll it out to other groups-Academic Senate, Planning and Budget, CCFT, students etc. to ensure information is received across campus. • <i>Are we to give direction to get feedback from stakeholder groups then return to College Council? Yes.</i> • There’s not a serious deadline, as long as it’s done this semester. • When mapped to equity, statement stays the same. Visiting teams look for student population, certificates, programs, etc. offered. Mission is more about us so it’s the place to tell about our commitment to our students and student learning. • The work done here is honoring the work done a couple of years ago, understanding the information from the Chancellor’s Office doesn’t mean we need to change our mission. |

Local Vision Goals

- Plan to meet goals by 2022.
- In line with Chancellor's Vision for Success. Offer our commitment to achieving goals the Chancellor's Office has laid out.
- Goal 1 increase completion by 20%
 - 1c— decrease in our credit programs make it difficult to achieve the 20% goal.
 - 16-17 number—how is it done? Not sure. Some wording isn't clear or still being determined
 - 1b and 1a total more than the 1011-shows some of the problems we're facing.
 - The data changes often.
- Goal 2 transfer 35% is the goal
- Goal 3 average number of units accumulated to decrease by 10%
 - AB 705 implementation should help this.
 - *Anyone discussed that we don't have a transfer institution and many stay here the extra year? Yes.*
- Goal 4 – median annual earnings of all students to increase—data currently being updated.
- Goal 5—Equity
 - Disproportionally affected students in our data sets changed last night. What isn't layered into this is the cost of living data.
 - Doesn't reflect data in our equity plan.
 - Goal to decrease achievement gap for disproportionately affected groups and those at the highest by 40%. That number is a challenge.
- The goal is for the Chancellor's Office to say colleges have met the requirements.
- Asking we recognize we've been asked to set local goals that align with Vision Goals. Repercussions for not doing it may be detrimental.
- *Just need to increase by 40% not close gap if the overall college increases by 50%?*
Yes.
- *Consequences if we don't do this? It's legislated.*

- Additional metrics looking at populations being disproportionately impacted.

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| | <ul style="list-style-type: none"> ○ <i>How is the single income household data relevant? Can't control the local economy.</i> The idea is that we offer programs that offer careers with living wages. |
| | <ul style="list-style-type: none"> ● When should this go on Academic Senate agenda? Needs to be on May's Board agenda. One Academic Senate meeting (April 12) then back here. After College Council it goes to Board. ● May be good at each meeting to open the site and provide the recent data available. |
| <p>3. AP 4222 Remedial Coursework</p> <p>Background: AP 4222 is new. It is a legally required policy. <u>AP 4222 Remedial Coursework Template-Redline</u></p> <p><u>AP 4222 Remedial Coursework Template-Clean</u></p> <p>Proposal: Request College Council review and provide feedback for the submitted Board Policy.</p> | <ul style="list-style-type: none"> ● Approved in 2018. Back here because of new template. Aligned with AB 705. Legally required. ● Added designees-Superintendent/Vice President, Academic Affairs and Superintendent/Vice President, Student Affairs ● Will remove 45, degree units ● Will go to Academic Senate. ● Recently approved by Board of Governors ● It can be put on end of April 12 Academic Senate agenda. If not addressed, it can be moved to April 26. |
| <p>4. Update to AP 6750</p> <p>Background: Administrative Procedure 6750, Traffic Regulations, is currently active for the district and has not been reviewed since 2001. Changes in state law and college practices have necessitated this review and update.</p> <p><u>AP 6750</u></p> <p><u>Clean AP</u></p> <p><u>6750 Redline</u></p> <p><u>BP 6750</u></p> <p>Proposal: Requesting that College Council review and then recommend AP 6750 for adoption as a newly reviewed and updated district procedure.</p> | <ul style="list-style-type: none"> ● This is an active administrative procedure. ● Requested by Vice President Fiscal Service's office for review. There have been changes in state law. ● Cleaned up language and flow. Especially parking regulations. ● Major changes: <ol style="list-style-type: none"> 1. AB 503 requires colleges that collect parking fees to have payment plan for non-paid fees. Also, removal of vehicles-language to make it lawful and exempt the college. Immobilization of car after 5 or more unpaid citations. Payment plan is detailed in the AP. <i>Where does 5 citations come from?</i> Directly from vehicle code. Going higher puts person under more financial hardship to pay a larger bill. <i>One citation can put a student in financial straits. Worried about vulnerable students.</i> In context of past few years, we do try to work with them. It's the same code as the city, but the entire amount is required under city law. For Cuesta, a payment of one citation is needed to release the car. |

Where do the cars go? Hold in place where they're found with a boot. Information is on the car explaining process to reclaim car.

2. Bicycles—currently not allowed on campus. officers ride bikes. Made an exemption for them in the AP to be transparent.
3. Vehicles on campus—problems with people driving onto campus. Only facilities or emergency vehicles allowed to do that. Others need to check with Public Safety first.

Students who need a mobility device need to talk to Public Safety first? Yes.

4. All citation fees listed in the AP have been removed. Amounts are different now than in the AP. Removing them means they don't have to go back and be updated. The list is on the Website and at all campus offices.
- *Plug in parking coming-will it be addressed? Student vs Staff, etc.* We will have to address that.
 - *General parking regulations disciplinary actions against faculty who don't pay fees. Is that contractually allowed?* PS hasn't done it directly. Seems like this can be removed because they will get citations like anyone else.
 - *Staff and Student Parking: Disabled Permits: Do people with a placard also need a cc parking permit.* Yes. Will reword the redline to make it clearer.
 - *Does disabled placard count in 20-minute spaces?* Will have to look into it.
 - *Consider changing staff to employee in the language. That covers everyone.*
 - *Skateboards, etc. –It says "skaters should remove equipment before class."* Do we enforce this? Why is it here? Maybe not needed.
 - *Pedestrians crossing in crosswalks: Is that the law?* Probably put in place so students would use the crosswalks. Unless someone is being reckless, we wouldn't enforce this.
 - *Next step is to take this to Academic Senate on April 26.*

4. Review Accreditation Drafts

Background: Sending draft sections of the Institutional Self Evaluation Report to College Council for review and feedback helps get the college prepared in a short time for the final approval of the report.

C. Organization of the Self-Evaluation Process

F. Certification of Continued Institutional Compliance with Commission Standards

- Preparing institution for the ISER. Would like feedback on these sections.
- Written in the future to align what we need to do.
- Feedback requested is about content. Eventually will be written in one voice.

Section C

- Reflects our plan over the next 2 years.
- Accreditation Steering Committee List: Stacy should be listed as Criminal Justice faculty; Glenda as Counseling faculty-be consistent with faculty labels.

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| <p><u>ER Response First Draft</u></p> <p>Proposal: College Council will read each draft and provide feedback.</p> | <ul style="list-style-type: none"> • <i>What happens when composition changes?</i> We add the new people. Anyone who leaves stays on the list to recognize their contributions. <p><u>ERs</u></p> <ul style="list-style-type: none"> • These are the ERs not addressed in the standards, so they have to be addressed separately. • Those areas with question marks will be completed at end of the year when the data is ready. • We've written to ERs before when we did the sub-change. <p><u>Section F</u></p> <ul style="list-style-type: none"> • Written in the future-what we will need to do when visiting team comes to campus. • Will be presented internally and externally for feedback. • Answering each piece of the commission's policy. All about our achievement standards. • If areas don't meet student achievement, we will need to submit a written response explaining why. • These drafts go to Academic Senate in April. • Plan to get these pieces out of the way so we can focus on standards later. |
| <p>5. Discuss Current Campus Issues at End of College Council Meetings</p> <p>Background: At the end of the March 12th College Council meeting, the members spent some time discussing campus-related issues. They found the time to be worthwhile and asked that it become a standing item on future agendas.</p> <p>Proposal: College Council will discuss and vote on the option of creating a standing agenda item that would assign 10 minutes at the end of each meeting to discussing current campus issues.</p> | <ul style="list-style-type: none"> • <i>Will the question be asked at the end and not agendized?</i> Yes. • Don't want pop-up items. Want to come prepared. • Value time we can discuss things others aren't aware of. Time to engage in conversation and off-script would be valuable. • Agreed. Things that need to be formally addressed can always come back as agenda items. • Support if it's goal-oriented. Many years ago, on a committee where there was time set aside. each constituent group reported on specifics for their groups positive/negative achievements that took time away from important information. • Feels like it should be more intentional. The accidental conversation at the end of the last meeting was a little unnerving. Should have the right people in the room. • One of our problems is communication. In last meeting 4 different groups were giving their perspectives-all were different. |

Motion to add a bullet on Standing Reports that says "College-Wide Issues".

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| | <p>First: S. Millich Second: D. Stakes Motion approved unanimously.</p> |
| <p>6. Discussion of Current Campus Issues</p> <p>This item will occur if the above agenda item is approved.</p> | <p>The item was not approved. See agenda item above.</p> |
| <p>Standing Reports</p> <ul style="list-style-type: none"> • Planning and Budget Committee • Academic Senate Council • Content Committees: <ul style="list-style-type: none"> Accreditation Steering Committee Enrollment Management Committee Equity and Student Success Committee Institutional Effectiveness Committee Institutional Program Plan and Review Committee Online Education Committee Strategic Planning Committee Technology and Web Committee | |
| <p>The next meeting will be April 12, 2019 in rooms 3134/NC 3213.</p> | |