

Reedley College, Madera and Oakhurst Centers
College Council Minutes
March 5, 2014 at 3:00 p.m.
PCR/AV1 101D/AC2 233

Present Charles Marshall (for Viviana Acevedo), Donna Berry, Sandra Caldwell, Stephanie Curry, Nick Deftereos, Mary Helen Garcia, Rick Garza, Marie Harris, Lisa McAndrews, Jim Mulligan, Brett Nelson, Maria Ortiz, Nate Saari

Absent Gabriela Campos, Sandra Fuentes, Kristen Mattox

Guests Eileen Apperson, Lucy Ruiz

Old Business

Approval of Minutes **A. February 19, 2014**

The approval of the February 19, 2014 minutes was postponed.

ILO Catalog Definition Change

Stephanie Curry moved to approve the ILO Catalog Definition Change as presented. Nick Deftereos seconded. Motion carried.

New Business

Program Review Handbook Cycle 4

Eileen Apperson-Williams was present to discuss the Program Review Cycle 4 Handbook. Cycle 4 will begin fall 2014. The handbook includes a strategic plan reporting form. There were updates to the distance education section and questions added regarding notification to students of outcomes. There are questions regarding signature programs. There is a proposed change to how the goals will be stated. Specific categories were added to the generic goal matrix. This will allow Program Review to send goals to the appropriate committees (i.e. technology goals to the technology committee). On page 36, it should read Cycle 4. The committee plans to split instructional programs between fall and spring to even out the workload. There was a question regarding signature programs – have they really been defined? The committee did define it. Another question – we’re beginning to link everything together. Is there a way so that we don’t have a redundancy. The goals section mirrors the budget request sheet so that the linking will be easier. It was commented that it was really well done. It was stated that there needs to be more of an AP credit evaluation. Academic Senate will discuss and make a recommendation.

Information Item

Board Meeting

Dr. Caldwell recognized the individuals who presented to the Board of Trustees at their March 4th meeting. David Clark, Sanger Unified, and Roll Global presented on the Sanger Academy. Janine Nkosi, Rebecca Snyder, Rebecca Reimer, and Kathleen Landon did a presentation on Tutorial Services. Dr. Caldwell expressed her gratitude to all of them. Dr. Caldwell also praised Gabriela Campos for her presentation. The revision to the chancellor’s contract was discussed. It clarified that the Emeritus Chancellor was the title given for a chancellor who is retired but allowed to keep the title. The intent at this time is to hire a new chancellor by July 1st. It was questioned whether or not, because the district takes their allocation first, we would lose part of our allocation. How the second chancellor will be funded is unknown at this time.

New Business

Strategic Plan

Linda Carvalho Cooley presented on the Strategic Planning reporting forms. The form

**Implementation
and Reporting
Forms**

was developed as a way to report what the college is working towards in the Strategic Plan. There has not been a lot of consistency in the Program Review reports because of its narrative format. The proposal is a new report form utilizing SMART assessment. The grid will be in the Program Review Cycle 4 handbook. They are asking everyone to identify 3-4 specific strategic directions that they will be addressing. Instructions for filling out the report were reviewed. There will be a lot of front end work to do. It was confirmed that the Strategic Planning Committee will continue to do a year-end report. The committee will also be able to identify gaps. It was suggested that we use a database to store the information. Currently, the college lacks the software.

**Integrated
Planning Update**

Information Items

We had a taskforce working on Integrated Planning. We will now need to write a narrative for the integrated planning model. It was suggested that a subcommittee be put together to write the document. It was suggested that the subcommittee could bring in someone with subject expertise if needed. For accreditation, it was suggested we create a document showing what we've done and what our next steps will be. It was decided work would begin on this item in fall 2014. College Council thanked the task force and agreed it was time to disband them. All those present agreed.

Safari Days

Jim Mulligan provided information regarding Safari Days. The purpose is outreach. It will bring high school students like Kaleidoscope but will have more community involvement. Profits will be split between the student clubs and organizations who help put the event on. It will be on a Saturday. It will be 10:00 a.m. – 6:00 p.m. on Friday, April 3rd and Saturday, April 4th. Dr. Caldwell will send a letter out to the superintendents. STEM will bring a physics aspect. A chemistry demonstration was suggested.

**College Council
Appointee to
Program Review**

College Council needs to appoint a faculty member to the Program Review committee. Nick Deftereos will bring us back a person from Division C to fill the spot. This was acknowledged by consensus.

**RC Wise
Website Project**

The spending allocation for Basic Skills has changed which will require them to spend some money quickly. They would like to create an RC Wise website. They will house their student success videos and tutoring schedules. It will facilitate schedule building on the back end. The platform that the district website uses doesn't not facilitate this type of flexibility. It is going to cost around \$29,000. Because it is a larger expenditure, they are bringing it to College Council. If the group approves, they can start work quickly. The first phase will be up by summer school. The other phases will be finished before fall. The program developer is an adjunct instructor at FCC and is also an educational technology consultant. It was clarified that the program is used at Fresno city College. There is also an assessment tool. It was further clarified that there would be one person from the Basic Skills Committee actually updating the site. As you're doing this, keep in mind that we will moving to the portable. Faculty will be able to link the videos to the Blackboard. Smart Thinking provides after hours, online tutoring. We would want every tutoring service to be on this page. We do not want it to be disjointed. There are not ongoing fees. It was questioned whether this item has gone to the Student Success Committee. They have not met as a group for a while. BSI is still an advisory committee to College Council. The subcommittee language indicates that they subcommittees can allocate their own money. There were no further questions or

concerns. College Council acknowledged by consensus the \$29,000 that the BSI wanted to spend on the RC Wise Project.

Future Items

**Committee
Orientation
Training
Safety Issue**

It was mentioned that it would be a good idea to do a Chairs Orientation in the fall. It will be addressed with integrated planning.

Every other light in the CCI hallways is off at night and it is dark. Donna Berry will check on it. The committee was reminded that they can always use an MSR for these types of problems.

When there was flooding in the Math Center, they found asbestos. The abatement will be in the next few days. There will be an inspection for mold

Adjournment

Stephanie Curry moved to adjourn the meeting at 4:36 p.m. Lis McAndrews seconded. Motion carried.