

# Reedley College/Madera and Oakhurst Centers College Council

**02/06/13**

**3:00  
Minutes**

**PCR/AM 114B**

Present Donna Berry, David Clark, Stephanie Curry, Tracy Estrada (for Viviana Acevedo), John Fitzner, Stephen Leech, Lisa McAndrews, Brett Nelson, Nate Saari (for Juan Tirado), Bill Turini (for Maria Kelly), Jeff Ragan, Michael White

Absent Cheryl Hesse, Ryan La Salle, Melanie Highfill, Jessy Torres

Guests Lore Dobusch

## **Old Business**

Approval of Minutes Lisa McAndrews motioned to approve the minutes of January 16, 2013 as submitted. Brett Nelson seconded. Motion carried with one abstention.

## **Information Items**

Faculty Evaluation Forms Lore Dobusch presented on the new faculty evaluation forms. They were developed by the Academic Senate with input from the State Center Federation of Teachers. The forms have been approved by Academic Senate, which includes representation from Willow International Center, for use beginning in fall of 2013. It was clarified that the open boxes on the forms are check-off boxes. The forms work in accordance with the faculty contract. A roll-out plan was discussed. Suggestions included training on opening day and RC-All email. Administration commented that the forms were an improvement.

## **Old Business**

Program Review Summaries Bill Turini moved to accept Old Business 2A – 2F as one item. Stephanie Curry seconded. Motion carried.

Stephanie moved to accept the Program Review Summaries for Art, Criminology, History, Philosophy, Political Science, and Psychology as presented. Bill Turini seconded. Motion carried.

Committee Operating Agreements A current version of the Committee Operating Agreement matrix was distributed and reviewed.

## **A. Staff Development**

Case Bos is the new chair of Staff Development Chair. He will update the Committee Operating Agreement.

## **B. Sabbatical Leave**

Suggestions were made by the committee in November. Academic Senate is waiting to hear back from the chair. It was stated that Academic Senate will consider the draft they have; it will be presented for a first read on February

**Information Item**

Academic  
Senate  
Resolution

The Academic Senate Resolution from April 10, 2012 regarding Senate subcommittees was discussed. The minutes from the April 12, 2012 College Council meeting were also reviewed. At the April 12<sup>th</sup> meeting, it was stated that the College Council committees would also use the same subcommittee language. There was discussion about whether the Willow International Center should have stand-alone committees or subcommittees.

**Old Business**

Committee  
Operating  
Agreements  
(continued)

**C. Standing Accreditation**

The recommendations from Academic Senate were reviewed. They included adding “monitoring” in the purpose statement and providing more specific types of updates as products. It was also recommended that the Institutional Researcher and an MC/OC representative be added. How specific the meeting time should be was also discussed. It was suggested that the date and general time be included in order for faculty to determine availability. If that information was added, the COA would have to be updated every time the committee changed their meeting date. It was suggested that the membership be put on a grid with the term of office.

**E. Health and Safety**

Donna Berry stated that the Health and Safety committee approved the recommended changes. Bill Turini moved to approve the Health and Safety Committee Operating Agreement with Academic Senate recommendations. Lisa McAndrews seconded. Motion carried.

**F. Distance Education**

Academic Senate could not approve the current version of the Distance Education Committee Operating Agreement unless the recommended changes were made. The recommendations will be forwarded to the committee chair.

**D. Salary Advancement**

David Clark motioned to table action on the Salary Advancement Committee Operating Agreement. Donna Berry seconded. Motion carried.

**Equivalency**

Bill Turini will work to amend and update the Equivalency Committee Operating Agreement this semester.

**Program Review**

Jeff Ragan will follow up regarding the Program Review Committee Operating Agreement.

Participatory  
Governance  
Handbook

Members will continue their work on the introduction of the Participatory Governance Handbook. It will go for a second read in Academic Senate on February 12, 2013.

Mission and  
Values

No action was taken on the mission and values.

College Goals No action was taken on the College Goals

**New Business**

2013-2014 Lottery Funds The Resource Action Plan Proposals submitted during the 2011-2012 year have not been funded. They were evaluated by the Strategic Planning Committee and Budget Committee but the LT0 funding was used for operational expenses. The Budget Committee proposed that these 11-12 requests be carried forward as opposed to going through the process of submitting and evaluating new requests. The deans have reviewed the list and removed items that have already been purchase or are no longer needed. It was noted that the Five-Year Technology Plan was submitted but not carried forward and it was recommended that it be placed at the top of the list.

Donna Berry motioned to suspend the rules of order and take action on New Business Item 1: 2013-2014 Lottery Funds. Stephanie Curry seconded. Motion carried.

Jeff Ragan motioned to approve the 2012-2013 Resource Action Plan Proposals as recommended by the Budget Committee with an amendment to acknowledge the computer services five year plan as a top priority to the president, contingent upon funding. Stephanie Curry seconded. Motion carried.

**Information Items**

Faculty Hiring Prioritization David Clark has the Academic Senate approved document. This year, the same process was utilized at both Reedley and Madera. The Madera Center will create a similar document and vet it through constituent groups.

PRCSD The Program Revitalization, Consolidation, Suspension and/or Discontinuance procedure will be presented to Full Cabinet.

Educational Master Plan Ad Hoc Committee The Educational Master Plan needs to be reviewed. We will use some of the original committee members and look at the data.

SCUP Ad Hoc Several campus representatives attended the SCUP training. They will be working to develop the next steps in campus planning.