

Reedley College Council

04/25/12 Minutes

Present: Lacy Barnes, Marilyn Behringer, Donna Berry, Mitjl Capet, David Clark, Cheryl Hesse, Melanie Highfill, Lisa McAndrews, Brett Nelson, Laurie Tidyman-Jones, Bill Turini, Joseph Libby

Absent: Brian Shamp, Kayla Urbano, Stephanie Vazquez

Action Items

Approval of March 21, 2012 Minutes
Laurie Tidyman-Jones moved to approve the minutes as submitted and Bill Turini seconded. Quorum not met.

Committee Operating Agreement Revisions
The revisions for the Enrollment Management Committee and Matriculation Committee were not discussed because Michael White was not present.

Information Items

Academic Senate Resolution
Bill Turini discussed a resolution passed by Academic Senate. It acknowledged the Willow-International Academic Senate as a sub-committee of the Reedley College Academic Senate. It also required the addition of language to the committee operating agreements regarding sub-committees at Willow-International and encouraged non-Senate committees to use the same language. College Council endorsed the resolution. All college and campus committees will add the language.

Enrollment Management
Dr. Capet distributed an enrollment management handout. It provided information regarding FTES if the November tax initiative fails. The colleges will be recommending that summer school not be held during 2013 because the district will already be over capacity.

Graduation Rates
A graduation rate handout was distributed. Approximately 1/3 of our major offerings have not had a graduate in three years. Approximately 1/3 of our major offerings have had single digit graduation rates for the past three years. Approximately 1/3 of our major offerings have had double digit graduation rates at least one semester out of the past three years. It was stated that we need to strategically schedule the units that we offer. It was suggested that we also consider community and industry needs when creating the schedule.

Discussion Items

Distance Education Schedule Recommendation
Dr. Behringer stated that the Council had given the okay for the distance education schedule recommendation in the last meeting and that this item could be removed from the agenda.

Integrated Planning
An integrated planning handout was distributed. Dr. Behringer requested that it be taken to constituent groups for review. She will distribute the document via email as well. Clarification was asked for regarding what "Unit Planning" referred to in the document.

It was stated that it is the application of program review. The district will use the same diagram as will the other colleges. It was clarified that “Goals Addressed” refers to both college goals and unit goals. Because the short term cycle refers to a specific amount of time, it was suggested that the long term cycle should be included as well. It was also suggested that a note be added to the bottom indicating that the chart refers to department/division planning.

Program Discontinuance	The Academic Senate Executive Committee developed a draft of a Program Discontinuance Procedure. The procedure needs to be approved by all constituencies. It was recommended that a task force be developed that includes representation from constituent groups to continue working on the draft.
Evaluation of RAPP Process	Once RAPPs are submitted, they are reviewed by the Strategic Planning Committee who grades how well the proposals align with goals and planning. Next, the Budget Committee reviews them. This year, they graded them on specific criteria. After that, they are forwarded to College Council. This year, 104 were submitted. Department input was discussed. Theoretically, a person could write a RAPP and align it with planning goals while ignoring the will of the department. It was suggested that this type of resource allocation be used for larger applications including general fund monies and that the budgeting calendar align with the strategic planning calendar. It was also suggested that there be a link between program review and budget allocation and that departments and divisions prioritize budget items at the front-end of the process. Information on budget changes should be shared with the campus community early on in the process to allow us to be proactive as opposed to reactive. The deans have requested that the RAPPs be returned to them so that they may discuss them with the faculty. Donna Berry said that the budget committee will work on a campus allocation model and report back to College Council. Information Items:
Strategic Planning Council Representative	Dr. Capet will find someone to represent the College on the Strategic Planning Council
Charge of Council	Dr. Capet thanked the committee for the open and active discussion regarding the RAPP process. The committee will need to begin reviewing the Participatory Governance Handbook and thinking of ways to incorporate the Madera and Oakhurst centers. The process timing needs to be realistic. The committee flow needs to be more clearly articulated.