

College Council

Meeting Notes from January 21, 2005

ATTENDANCE:

✓ BOB BALDWIN	✓ ANDREA NEWTON
✓ SHEILA BRODERICK	✓ TED ROMOSER
✓ SONYA CHRISTIAN	✓ JIM SALT
✓ TONY McCOWN	✓ JEREMY RIEL
✓ MARIE MATSEN	✓ MARY SPILDE
✓ BOB MENTION	✓ CRAIG TAYLOR
	✓ MARY JO WORKMAN

AGENDA ITEM:	DISCUSSION:
Meeting Notes	<p>Salt called the meeting to order at 3:00 pm</p> <ol style="list-style-type: none"> 1. Meeting notes from November 5, November 19, and January 7 were approved. Notes from December 3 were approved with revisions. 2. Council adjourned for meetings of the Budget Development and Planning Subcommittees and reconvened at 4:00. 3. Budget Development Subcommittee Report <p>To align expenses with probable resources, members discussed cost containment, vacant positions, and ongoing or upcoming projects; and will evaluate proposals by these criteria:</p> <ul style="list-style-type: none"> ▪ Containment will have no significant negative impact on instruction ▪ Projects can be postponed without significant harm ▪ Impact will not necessarily be permanent, will likely be one-time ▪ Actions will be within the limits of board policy <p>Budget development process for this year (only): governance councils will identify programs or projects that meet the criteria and that continue Lane's commitment to comprehensive, high-quality instruction. Council representatives will ask their constituencies for reasonable, viable ideas. The Executive Team will analyze all suggestions. The college council budget development subcommittee will review the analysis and present their findings to the college council. College council will report to back to governance councils. The process must be complete by February, when the Board will consider budget proposals.</p> <p>The BD subcommittee will create a calendar for future budget development.</p>
Budget Development Subcommittee	

AGENDA ITEM	DISCUSSION:
Planning Subcommittee	<p>4. Planning Subcommittee Report (one-page handout) Preliminary recommendations include a statement to be adopted by all councils describing the council plans; align plans with the college strategic directions; forward ideas to governance councils; and conceive a new name for council plans (Goals?).</p> <p>Drafts of council plans will be shared in meetings to be sponsored by the college council. College council will guide the process by suggesting how a plan will look, how to develop a plan, how unit plans will integrate with the college strategic plan, how to construe the college strategic directions, and how council plans will connect with budget proposals.</p> <p>Councils will be expected to network in developing plans, so that if a plan has implications for another council, that will be communicated.</p> <p>Salt suggested that the council plans should be meaningful and should integrate with the governance and administrative structures.</p> <p>The Planning subcommittee will draft a document to guide councils through the goal development process. [Jim: this was a question, from Sonya. I did not hear an answer]</p> <p>Members from both the Planning and Budget subcommittees will meet to generate an agenda item around whose task it will be to incorporate council goals with budget proposals. The college council as a whole will take action.</p>
College Council Work Plan	<p>5. College Council 2004-05 Work Plan Members agreed on November 19 that the CC Work Plan will be comprised of the work plans written by the three college council subcommittees prefaced by an introductory statement describing the scope of work.</p>
Governance Subcommittee	<p>6. Governance Subcommittee Report The governance council member-by-position issue is not resolved but a working compromise is nearly accomplished. A process is needed to resolve conflicts when college council cannot find a solution.</p> <p>Notwithstanding college council action on the ex officio question, the Learning Council will proceed under its decision to include an ex officio member through this academic year.</p>
Romoser Report	<p>7. Romoser Report (one-page handout) The Governance Subcommittee will review a limited posting of the governance website. Work on a handbook (Governance Manual) will continue into spring term. A Governance Update to the college community is planned for each term. Romoser's work in the coming weeks will focus on preparation for council plans (goals).</p> <p>Recorder: Mary Bolton</p>