

College Council
19 November 2004

Present: Bob Baldwin, Sheila Broderick, Sonya Christian, Marie Matsen, Bob Mention, Andrea Newton, Ted Romoser, Jim Salt, Marcia Sexton, Mary Spilde, Craig Taylor, and Mary Jo Workman

1. Meeting Minutes (handout)

Minutes from September 23, October 1, and October 12 were approved as revised. Minutes from November 5 were distributed for review and approval on December 3.

2. Agenda Review

Mention proposed a regular agenda place for anyone to address the council. The chair and vice chair are sensitive to this.

3. Reports – College Council Chair, College President/Executive Team, Faculty Council, ASLCC, Management Senate, LCCEF, LCCEA

Salt proposed this as a regular agenda item to provide currency and an opportunity to confer with the council. The reports should be brief (time limit) and informative. Issues should relate to college governance. Lengthy issues may be added to a future agenda. **Unanimous agreement.**

4. Romoser Report (handouts)

Members will review the 'Committees' spreadsheet, send feedback to the governance subcommittee, and discuss findings on December 3. The document will then go to the other governance councils for further review. Committees mandated by union contracts are not included.

Romoser has talked with consultant Ted Lay about facilitation training. Nothing definite is set.

The design of a governance website is progressing.

Romoser and Taylor are working to identify assessment measures which will help to determine where changes are needed. The plan is to keep it simple and realistic in terms of workload.

The college may be able to provide support for student participation. Co-op credit is one possibility.

Communication from the college council to the college community should happen at least once each term.

Term (of service on governance councils) parameters have not been defined. When will terms begin and end and how long will they be?

5. Governance Subcommittee Report (handout)

Decisions and responses to requests will be posted to the governance website.

The Facilities Council charter revision proposal is still under review by the governance subcommittee.

The December 9 Chairs and Vice Chairs meeting will be open to all, as are all governance meetings.

6. Subcommittee and Taskforce Reports

Planning, Governance, and Budget Development Integration Taskforce – **unanimous agreement to assign this work to the college council as a whole and to designate one meeting each month as a business meeting and the second as a work session.** Urgent business issues may be addressed in a work session.

7. Budget Development Subcommittee

The next college council meeting on December 3 will be a work session to focus on budget projections, unit planning, and council membership by position. The subcommittee needs to develop criteria for potential budget cutbacks. Members should be familiar with the budget assumptions and with the long-range financial plan. Budget recommendations presented to the Board of Education will have greater legitimacy when sanctioned by the governance councils.

8. Planning Subcommittee (handout)

The College Council is responsible for developing a planning process. All plans must align with the college strategic plan which is updated every three years and is current through 2007-2008.

9. College Council 2004-2005 Work Plan

The Budget and Governance subcommittees will write work plans similar to the one presented by the Planning Subcommittee. These, along with an over-arching statement, will make up the College Council Work Plan.

10. Consultation / Outcomes Assessment

The Governance Subcommittee will write a proposal to describe college council's role in assessing policy implementation. The Council needs to evaluate the effectiveness of its plans and policies but will not serve as a sounding board for complaints.

11. Future Agenda Items

Unanimous agreement to request council work plans by December 10, rather than maintaining that date as a deadline.

12. Future Meetings

College Council will meet on December 3. The December 17 meeting is cancelled.

Meeting adjourned at 5:00pm

Recorder: Mary Bolton