**Co-Chairs Committee**

**Meeting Notes: 9/20/13**

**Note Taker: Todd Coston**

Absent: Enrollment management committee

**Academic Senate Report** (Cornelio Rodriguez)

-ATT's,…..

-Catalog language

-Waitlisted students in online classes

-District-wide equivalency

-District-wide Academic Senate (yes or no?)

-Consultation Council concerns

-Recognizing faculty appointments to campus committees

-Recent board policy changes

**President's Report** (Sonya Christian)

1. Re-emphasizing importance of Strategic Focus document. How can co-chairs use the document to guide their work?
2. Accreditation follow-up report, Bluff's Notes (summary of follow-up report).
3. Building data literacy on campus. October 31st (all day) and March 14th (may be 8 to noon), two data conferences at BC.
4. Learning Outcomes - through assessment group work will get additional visibility. Integrate curriculum, Program review, etc.
5. Re-organization - College council is sponsoring a task force to look at a college re-organization. Co-chairs needs to be mindful of the re-org and impact on their committees and work.
6. Student Success Stewardship Group - kick off meeting on October 11th.

**ISIT and Facilities Update** (Todd Coston and Jim Coggins)

-Presentation was done by Todd and Jim that addressed the update. Can be found on the Facilities Committee page <https://committees.kccd.edu/sites/committees.kccd.edu/files/CollegeCouncil_Facitilites-Infrastructure-Technology_9-20-13.pdf>

**Scholarship Committee** (Primavera Arvizu)

-Usually doesn't meet in Fall but will meet in Spring.

-Would like to increase the faculty membership to be expanded. The workload is a lot for 5 faculty.

-Revised the Charge-streamlining process, software to help, communication between committees.

**ACTION ITEM=>**Sonya: Ask Manny to do a follow-up email for data conference clarifying times.

**ACTION ITEM=>**Sonya: Get committee membership updates on College Council.

**ACTION ITEM=>**Sonya: Jim expressed we still need student on Facilities committee.

**Safety Committee Update** (Chris Counts)

-professional development - provide training opportunities throughout the semester, red bag trainings, fire extinguisher use

-Fire drills in each building

-communication: develop a safety web site

**Budget Committee Update** (Cornelio Rodriguez)

-Reviewed committee charge, some things needed to be changed

**Assessment Committee Update** (Bonnie Suderman)

-Prof dev: training for classified, faculty and administrators on assessment

-Bring sister college departments together to discuss their work.

-Prof dev: Work with ATD data team, help departments develop better AUO's and SLO's and better develop next steps.

-Move assessment into being positively connected with student success. Expand more people in getting involved.

-Meet compliance requirements.

**EODAC Committee Update** (Brian Hirayama )

-looking at disparities in underrepresented groups.

-mouthpiece for students in other committees, groups, etc.

-help acclimate new employees to the student populations we serve.

-Raise awareness with all campus community.

-Advocating for conscious hiring procedures. Offer an editorial role in job postings.

-Helping to shape college culture to be inclusive.

-Creating and updating a college diversity statement.

-Active hand in other college and district plans.

ATD conference will probably have a theme of "equity".

**ASC Committee Update** (Kate Pluta)

-Need an assessment person on committee

-ASC-Survey on self eval process and follow-up process

-ASC - workshop on new accreditation standards.

-Charge is going to change and get more focused.

**Program Review Committee Update** (Kate Pluta)

-Need an assessment person on committee

-PRC - 9 goals...trying to decide if they can accomplish all those goals.

**Side discussion**: Degrees and certificates, we do not have a consistent list. Including, ours doesn't match the State Chancellors office.

**ACTION ITEM=>**Sonya: Bring to president’s cabinet that the administrative co-chairs need to make co-chair committee a priority.

**Curriculum Committee Update** (Billie Jo Rice and John Carpenter)

-Setting up pairs to look at curriculum.

-New charge and goals

-Increased membership from 27 to 30

-Training ADT approval process

-Primavera brought up financial aid issues with getting approval at the federal level.

**Staff Development Committee Update** (Todd Coston)

-Remember to let SDCC know when you provide professional development.

-Goals have been identified but not finalized.

**ACTION ITEM=>**Todd: Change name of SDCC to Professional Development Committee