



**College Governance Council  
March 22, 2017  
Minutes**

**Present**

Celia Esposito-Noy, Michael Wyly, Richard Crapuchettes, Erin Farmer, Peter Cammish, Irene Camins, Kevin Anderson, Neil Glines, Sal Abbate, John Siefert, Anna Castro, Devin Cabillo, David Williams, Tonmar Johnson

**Absent**

Jeff Lehfeltdt, Maire Morinec

**Call to Order**

The meeting was called to order at 2:01 p.m. by Superintendent-President Celia Esposito-Noy, Ed.D.

**Approval of Agenda**

It was moved by Richard Crapuchettes and seconded by Neil Glines to approve the agenda as presented.

The motion passed unanimously.

**Approval of Minutes**

It was noted that Jeff Lehfeltdt had to leave the March 8, 2017, meeting early to deal with a gas leak on campus.

It was moved by Michael Wyly and seconded by Neil Glines to approve the Minutes of March 8, 2017.

The motion passed.

**Public Comments**

There were no public comments.

**New Board Policies**

In the review of Governing Board Policies, Series 6000, it was recommended by the Academic Senate to create policies for the Baccalaureate degree: Governing Board Policy, 6200B, *Graduation Requirements for Baccalaureate Degree* and 6205B, *Philosophy and Criteria for Baccalaureate Degree and General Education*. These policies were developed and brought back to the Council at this meeting for review and approval.

It was moved by Michael Wyly and seconded by Neil Glines to approve the policies and forward on to the Governing Board.

The motion passed unanimously.

### **Board Procedures Revisions**

Michael Wyly, Academic Senate President, presented for Council review Governing Board Procedures 6040, *Credit-By-Exam* and Governing Board Procedures 6010, *Course Auditing and Auditing Fees*.

Dr. David Williams, Academic Affairs Consultant, noted that the process for awarding advanced placement and International Baccalaureate credit may need policies and procedures. He will check into this.

It was moved by Michael Wyly and seconded by Neil Glines to approve Board Procedures 6040, *Credit-by-Exam*, and Governing Board Procedure 6010, *Course Auditing and Auditing fees*.

### **Governing Board Policies, Series 5000**

Governing Board Policies, Series 5000 were brought to the Council at the March 8, 2017 College Governance Meeting for information. The policies were then taken back to constituents for review and were brought back to this meeting for approval.

Michael Wyly, Academic Senate President, shared that the Senate has reviewed the policies and had the following questions/recommendations:

#### **Policy 5300, Standards of Student Conduct**

- Recommend changing specific titles, i.e. “Executive Vice President of Academic and Student Affairs,” to CSSO, etc. This would apply to all Governing Board Policies and Procedures.
- Is online gambling addressed in the College’s Technology Plan? Superintendent-President, Dr. Celia Esposito-Noy will follow up with Jim Petromilli on this.

#### Policy 5345, Counseling

The Senate has asked if there is a way to provide targeting counseling services for CTE students, including discipline specific templates. Superintendent-President, Dr. Celia Esposito-Noy will discuss this with Jocelyn Mouton, Dean of Counseling.

#### Policy 5350, Student Rights and Grievance (Non-Civil Rights)

What is the definition of reasonable exception (5<sup>th</sup> paragraph on first page)? Superintendent-President, Dr. Celia Esposito-Noy will follow up with the Community College League of California regarding the League's definition is for "reasonable exception."

#### Policy 5360, Equal Opportunity for Students

Although it has been recommended that this policy be deleted, the Senate would like to keep it in place as "equal" doesn't necessarily mean "equitable."

#### Policy 5365, Disabled Students Programs and Services

It has been proposed to change the name of the Disabled Students Program to Disabled Support Programs and Services. Superintendent-President, Dr. Celia Esposito-Noy is waiting to hear back from DSPS about the proposed name change.

#### Policy 5390, Prohibited Use of Electronic Listening or Recording Devices

The Senate would like to keep this policy. In addition, they expressed concerns about recording lectures in the classroom and if student permissions are needed if the recordings include other students in the classroom. Michael Wyly will follow up with this and activate the Academic Integrity Committee to find out how other community colleges are dealing with this and then include this in the procedures.

#### Policy 5420, Student Accident Insurance

Does this coverage apply only to student athletes? Should groups such as the Speech and Debate team be included? Superintendent-President, Dr. Celia Esposito-Noy will follow up on this.

It was moved by Michael Wyly and seconded by Erin Farmer to approve the Governing Board Policies, Series 5000, with the Academic Senate recommendations.

The motion passed unanimously.

### **BS Degree Program Admissions and Enrollment Processes**

Superintendent-President Dr. Celia Esposito-Noy reported that as of Thursday, March 16, 2017, prospective applicants have had access to the admission information for the Baccalaureate Degree in Biomanufacturing. Applicants can access the information on the front page of the college's website, including a bar to click, just under the pictures to get to the program page.

The *Requirements for Admission* page provides the step-by-step process for completing the application. The program page also includes information regarding the course sequence and course descriptions. The application is interactive and done completely online. Supplemental materials are requested to be attached to the application, to complete a packet for evaluation for admission.

A committee will be identified for reviewing applicant information and selecting students for admission. The integration of supportive services has been identified to shepherd selected students through processes with financial aid and counseling, and to ensure retention through initial classes in Fall 2017. Financial aid will adjust the College's Program Agreement with the Department of Education to provide final approval of Federal Financial Aid for students. Budgets for financial aid will be revised and integrated into the Banner system. Student completion and success will be monitored.

### **Other**

The Assessment Committee has completed their assessment of the General Learning Outcomes and Institutional Learning Outcomes and has some revision recommendations. Michal Wylly, Academic Senate President, will bring these to the April 26, 2017 College Governance Council meeting for review and approval.

Anna Castro, ASSC representative, voiced concerns about difficulties that are being encountered in obtaining general counseling services when the DSP counselor was unavailable. Superintendent-President, Dr. Celia Esposito-Noy will follow up with Jocelyn Mouton, Dean of Counseling on this.

### **Adjournment**

There being no further business, the meeting was adjourned at 3:10 p.m.

Respectfully submitted by Laurie Gorman, Executive Coordinator, Academic Affairs

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