



**College Governance Council
October 25, 2017
Minutes**

Present

Celia Esposito-Noy, Ed.D., Gregory Brown, Peter Cammish, Michael Wyly, Erin Farmer, Kevin Anderson, J.D., John Siefert, Jeff Lehfeldt, Irene Camins, Micaela Chapa

Absent

David Williams, Ph.D., Tonmar Johnson, Sal Abbate, Cheyenne Rada, Maire Morinec, Neil Glines

Call to Order

The meeting was called to order at 2:04 p.m. by Superintendent-President Dr. Celia Esposito-Noy.

Approval of Agenda

The College-Wide Planning Processes Item was removed due to the absence of Dr. David Williams, Vice President of Academic Affairs.

It was moved by Michael Wyly and seconded by Irene Camins to approve the agenda as amended.

The motion passed unanimously.

Approval of Minutes

Micaela Chapa was present at the College Governance meeting held on September 13, 2017.

Suzi Shattuck served as a substitute for Cheyenne Rada at the College Governance meeting held on September 13, 2017.

It was moved by Erin Farmer and seconded by Micaela Chapa to approve the minutes of September 13, 2017.

The motion passed unanimously

Public Comments

There were no public comments.

Natural Disaster Response

Superintendent-President, Dr. Celia Esposito-Noy announced that all timesheets for employees and student workers who volunteered in the Evacuation Center during the October Northern California wildfires will be submitted to the Office of Emergency Services for reimbursement.

Dr. Celia Esposito-Noy explained that the College set twelve (12) hour limits for compensation per a day for each worker and requested that Micaela Chapa share this information with the Associated Students of Solano College (ASSC). If anyone has questions or concerns, please contact the Superintendent-President's office.

Twenty Fifth (25th) Hour Communications

Superintendent-President, Dr. Celia Esposito-Noy shared that the College hired an excellent marketing and communications firm, Twenty Fifth (25th) Hour Communications, to assist us with our marketing and advertising efforts. Thus far, 25th Hour Communications has distributed the Solano Student Media and Communications Survey to 449 students, whose ages ranges from under 19 to 60 years and older. This survey asked participants a series of questions about what sources of media they rely on for information (i.e. social media, TV news, radio stations), in addition to questions regarding the functionality of the Solano webpage. Please visit <https://www.surveymonkey.com/results/SM-C8VHSGGD8/> to view survey questions, results, and comments.

Dr. Celia Esposito-Noy also shared a 25th Hour Communications step by step guide on how to design and redesign a webpage with Council members. This firm is interested in partnering with Council to improve the Solano webpage. In the meantime, 25th Hour Communications will partner with our Enterprise Resource Analyst, Robert Nunez, to provide training on the Omni System which allows the College to perform local content management for department pages.

Additionally, 25th Hour Communications will provide guidelines so that the College develops a consistent look, text, and size for all programs. Dr. Celia Esposito-Noy mentioned that Dr. David Williams, Vice President of Academic Affairs, and Dr. Saki Cabrera are in the process of developing naming and uploading conventions for all committees. Hence, Dr. Celia Esposito-Noy will ask Dr. David Williams to provide Council members with an update.

Integrated Plans (SSSP/SEP/BSI)

Superintendent-President, Dr. Celia Esposito-Noy shared the initial draft of the 2017-19 Integrated Plan with Council members. This plan integrates Student Success and Support Program (SSSP), Student Equity Program (SE), and Basic Skills Initiative (BSI). The Chancellor's Office selected these three programs as a starting point for integrative efforts because they all have the same ultimate goal of increasing student success while closing achievement gaps, in addition to, a strong potential for overlap between and/or among programs.

Dr. Celia Esposito-Noy explained that the first few pages of the plan listed progress made toward achieving the goals outlined in the 2015-16 SSSP, SE, and BSI plans. Dr. Dwayne Hunt, Dean of Academic Support Services, will make certain to that data provided in the final report correlates to the questions, along with identifying data sources. Dr. Celia Esposito-Noy also mentioned that the Chancellor's Office defines "Access" as the percentage of students who enroll at the College compared to their larger group in the service area, and therefore suggested that there is a need to clarify some terminology throughout the report. Michael Wyly, Academic Senate President, suggested that goal percentages should be developed based on the Group ID labeled "The number of students that complete a degree applicable course with an A, B, C, or credit". Dr. Dwayne Hunt shared with Council members that the plan is updated on a daily basis and he anticipates feedback from the Academic Senate and Governing Board before the January 31st deadline.

Adjournment

There being no further business, the meeting was adjourned at 3:12 p.m.

Respectfully submitted by Khadijah Adjabeng, Executive Coordinator, Student Services

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