

**College Council Minutes**

November 19, 2015 Bldg. 1/Rm. 212 at 2:00 – 3:00

Item	Notes
Present	Jim Salt, Brian Kelly, Joseph Colton, Craig Taylor, Susan Carkin, Michael O'Neal Notes taken by Anna Malliris
Agenda review	Add item: 1. Governance Councils Policy/Procedure Review Future meeting agenda 1. College Council Work Plan 2. Updating Governance Council web pages
Approval of prior Minutes	Approved November 12, 2015, meeting with following changes: 1. Additional CC meetings Fall Term <ul style="list-style-type: none"> <li>• Thursday Dec 3<sup>rd</sup> from 2:00-3:00 for CC</li> <li>• Thursday Dec 3<sup>rd</sup> from 3:00-4:30 for Governance Chair meeting</li> </ul> 2. All Council Meeting <ul style="list-style-type: none"> <li>• Last sentence should read "Members discussed the status of ground rules regarding "respectful communication/civil engagement" and related matters."</li> </ul>
Chair/Vice Chair meeting	The date and time has been set. <b>APPROVED:</b> DeWolf and Salt will work with Spilde and Baldwin on the agenda, including potential items: <ul style="list-style-type: none"> <li>• Welcome &amp; purpose of meeting (governance system roles/responsibilities review)</li> <li>• Work plans and the request that each council develop one (report on status for this year and any barriers). May want to consider having CC develop key college goals and ask the councils to identify ways they can support these goals. For example: Increasing student recruitment, retention and success. Should invite recommendations for additional key college goals.</li> <li>• Web page and issues with maintaining currency</li> <li>• Policy and procedures review</li> <li>• Communication between councils and within councils</li> <li>• Standard practices for note taking</li> <li>• Dates for assignment of members to councils</li> <li>• Update the operations manual</li> <li>• Finding better ways to "onboard" new council members. Salt and O'Neal work on pulling out relevant information from the governance website to provide to new council members.</li> </ul>
Additional CC meetings Fall Term	Completed
Sub Committees	Salt sent out Doodle Poll for finance subcommittee. Brett Rowlett is second manager on finance subcommittee.
All Council meeting	No discussion
College Council Appointment to IEC	Have right to have representative from CC to IEC
Reports: ASLCC; MSC; ET; LCCEA; Faculty Council; LCCEF.	No reports made
Adjourn	3:00