



# COLLEGE COUNCIL MEETING MINUTES

**Date & Time:** Wednesday, March 8, 2023 3:15 p.m.

**Meeting Format/Location:** Zoom only

**Facilitator:** College Council Chair - Steve Ashpole

**Attendees:** X=Attended E=Excused U=Unknown

X	Chair Steve Ashpole	E	Jason Carroll	U	Yifan Sun	X	Ex-officio: Nick Lutes
	Vice Chair - Open	U	Jim Androy	X	Heath Major	E	Ex-officio: Johnny Hu
X	Beth Reichenbach	U	Layne Bladow		Emily Stech	E	Guest: Lin Zhou
X	Deborah Mesa	X	Liberty Olson			E	Guest: Jon Bolas
E	ASG Rep - Open	X	Mary Preston			X	Guest: Jeff Wagnitz
E	Peter Speelmon	X	Roland Robinson			X	Guest: Lisa Webb

Minutes by: Cynde Guidi

## Roll Call

By: Cynde Guidi

## Review Meeting Minutes

Minutes from the February 22, 2023 meeting were reviewed and no orrections made. Motion made by Beth Reichenbach, seconded by Liberty Olson and unanimously approved by a quorum of the Council members.

## Policy Review

### COVID Task Force Recommendation re: Policy. Two Policies in Place

1. CP2050 – Points to Governor’s Proclamation Control Measures. Nothing on this causes any sort of impact. Recommended, keep this in place. No reason to rush to remove that.
2. CP 7695 – Vaccination protocols – Recommended that we remove this policy and allow students to attend without attestation or vaccination.

Discussion:

Roland Robinson commented that he feels that both should go away.

Emily Stech is a student on the Medical side noted she just got over COVID. She supports the first one kept on the books.



Roland Robinson suggested that If we keep it in place, bottom paragraph and perhaps other specifics need to be changed. Maybe rewrite and make it more general. Peter Speelmon agreed and possibly include Communicable Disease policy.

Heath Major – if the parent document source has been sunsetted then we shouldn't have this policy.

Beth Reichenbach commented that no longer relevant legally. Beth – Suggested Use Communicable diseases and have specifics for COVID. Policy

Mary Preston asked if the policy apply to the Health Science building? Will students be required to wear masks? It is dependent the clinical needs? Yes, the program would have PPE.

Peter Speelmon - Mask mandate is being removed for health care soon. Nursing program will still require vaccine. Clinical sites do require it.

Steve will take the Communicable disease policy to the cabinet and these comments for their review.

Emily thought that we were going to rewrite and take out different information. It needs to back to the group that put it together. No, we had COVID Task force meet and make recommendations.

Suggested: Treat this more as a procedure under the communicable disease in Section 3 of college policy.

#### **CP7200PR – Campus Life and Van Use**

- 1) Fully reviewed, comments made, changes made and accepted.
- 2) Nick Lutes reported that he discussed DES the stated liabilities that they assume at the DES level. Policies are written that the program for which the employee is working is responsible for any damages that occur during use. We are self-insured, all tort. We can be sued. Personal liability statement should be removed. In the event of a stolen vehicle statement to be revised to state: In the event of a stolen vehicle the driver will notify 1) 911 and then notify 2) Campus Security 3) ASG Representative and then 4) Notify the VP of their program or department.
- 3) Beth moved to approve Policy pending review by security. Peter Speelmon seconded.

#### **CP7310 –**

- 1) Update: Steve will try to get that into olicy format to discuss at next meeting.

### **Accreditation and Professional Development Day**

- 1) Thank for participating in the Mock Accreditation. Mock Accreditors provided good feedback and will provide recommendations upcoming. Students were well represented and appreciated. Student thing should be on the 19<sup>th</sup>. Will likely reach out to the students who there and leave it in good hands.
- 2) Professional Development Day – Real questions practice session. College Council, please distribute yourself amongst the tables to coach. Need help developing the questions. Extra half hour for this session. Shouldn't be a problem. General Q&A can fill in.



- 3) Roland – visitor Jim suggested that we have exhibits of student learning? The will visit South and Central. Agreed...on the 17<sup>th</sup>, maybe display things outside of the Clyde Hupp. Jeff will pass this on to Johnny Hu.
- 4) Peter Speelmon suggested maybe we could put some on the webpage.
- 5) Suggested that scheduling consider students go prior to faculty to make it more convenient. Could Faculty and student sessions be held at the same time? May get more students.

## Committee Reports

### Curriculum Assessment Committee

Currently using the new Watermark App since September 2022 for faculty program and course change submissions. Has created 9 step workflow that ensures all of the required components of the curriculum are met faculty must have the approval of their Deans and recommendations of their advisory board. Jon Bolas and Dorali have created Fast Pass which allows submissions of minor changes for SLO, course title or spelling or title errors.

Assessment Mock Accreditation Forum – recommended that the C&A task force streamline their work and documentation. Had been spoken about and they working on how to improve those processes and present documentation at Accreditation. Also want to make sure that we communicate prior to the visit. Welcome to Peter Speelmon as the new Curriculum & Assessment Coordinator. Peter commented that he has quite a bit to learn. (Changes the structure on college council). There are some workflow issues and a bit of a bottleneck from fall submissions.

Watermark is up and running and what helps us populate the catalog and then the website must be updated separately. There may be some ways to have the data link, Jon Bolas has some ideas to work with Jake and IT. Watermark and ctLink don't communicate with each other. Better than what we had before in Canvas. Improvements are expected.

Roland asked how many programs submitted changes and what kind of feedback came about as a result. 154 program changes. We have a Dean's checklist thanks to Miebeth. Faculty says it is easier but it is a learning process. Amanda Lisa and Amy have been training with faculty at south campus. It is really clear once they get more used to it, it will improve. They struggle with the mapping part which is separate than Watermark. Quite a few submissions came out with the mapping. Question: Can those changes be sent some back and then resubmit for the fall. Committee has sent them back and sent back with corrections. Must complete by May to hit catalog. Did get 4 summer course changes approved and got them through. Question: What is the most typical stumbling block? Mapping, Blooms Taxonomy Assessment not aligning, slos and cslos. Program & Course changes = Total of 154. Down to 134. Question: Is that typical? No, instructors were going through MCOs to meet industry standards. COVID had an impact as well as instructor changes. Trying to keep up with laws and other regs that affect programs.

### Safety Committee

John Whitlock is the chair. Adam Cabeza stepped down as chair and is assisting John through transition. Last Quarter activity:



- Safety inspections are ongoing. Fire doors are all propped open. Instructors are asked to use the doors correctly.
- Eyewash stations inspected
- Fire Extinguishers, Fire Drills
- Extension cords use looked at
- Lockdown procedures enacted and successful
- 2 incidents at South.
- No current investigations
- New efforts testing foot candles as we walk around to address lighting upgrades.

Emily Stech asked about incident at South Campus...RAVE alert 12 hours to post? Last week, delay in posting but issues with RAVE submission caused delays. Safety Committee is aware. There were delays. Main takeaways. Nick Lutes answered that We need to make sure Rave accounts are set up accurately. Reflecting on whether we should we use Alertus in the future. Ray noticed that students didn't get notices at all. Question: Can we do a workshop for students to help students get signed up? Deborah Mesa (ASG) tried to sign up but had issues herself. Will follow up about new student orientation. Beth: Let's make sure we get Yifan alerted as high school has a separate orientation

#### **Next meeting**

Veteran's – Jim Androy

eLearning – Tim Trussler

**Meeting adjourned at 3:55 p.m.**

For future reference: [Committee Liaison Presentation Calendar](#).