



## College Council Meeting Minutes

Tuesday, October 16, 2018

AD Boardroom

*Call to Order, Welcome & Opening Remarks* – Called to order at 1:01 pm

*Present* – Kathi Anderson, Amanda Walsh, Anna Ramirez, Stephenie Cheng-LaBoyne, Nancy Kremer, Dani Crivello-Chang. Later arrivals Leslie Kessler, Juan “Daniel” Tampubolon, Deb Casey

*Approval of Minutes* – No minutes to approve this meeting, will resume at next meeting

*New Business/Pending Business*

### **MEETING DATES AND TIMES DISCUSSION**

- November and December dates were changed to accommodate members
  - Tuesday, November 20<sup>th</sup> to Tuesday, November 13<sup>th</sup>
  - Tuesday December 18<sup>th</sup> to Tuesday, December 11<sup>th</sup>
- Question of possible moving the meeting to another day – will be re-evaluated later

### **COUNCIL REPRESENTATIVES**

- Faculty – Jaeney Hoene has a name of another faculty that may be interested in serving as a faculty representative
- Classified Staff- Kathi Anderson – Will meet Thursday to discuss
- Administration – Dani Crivello-Chang – Hasn’t met yet to discuss
- Students – Daniel Tampubolon will have identified 2 new students to join (1 alternative and 1 main representative)

### **RECAP MEETING WITH COLLEGE COUNCIL AND EXECUTIVE TEAM**

- 9 executive team members present
- 9 college council members present
- Discussed IT email issue
- Dr. Johnson wants College Council to re-evaluate Innovation Funds Process
  - How to award funds
  - What is College Council’s role with Innovation Funds

### **COLLABORATIVE**

- Role of College Council bi-directional
  - Communication to bring in
  - Communication to disseminate out

- Goal of meeting
  - Connection and communication
  - Valuable to have agenda set but still be open and flexible
    - 1 item Executive Staff
    - 1 Item College Council
  - Expectation is that college members communicate back to constituent groups
  - Exec team to meet with IC regularly as well
  - Exec team & CC meetings every other month from 8:30am – 9:30am
  - Dani Crivello-Chang to check with Suzanne McCudden for December 11<sup>th</sup> Exec/CC meeting

### **INNOVATION FUND**

Nancy met with Darcy – shared concern regarding not have a set person with budget. Someone who could do a deep dive into the budget going back 3 years.

- We have broad numbers
- Looking at budget status. Asked by Exec team to evaluate process
- What was accomplished?
- Present at BOT meeting

Would like some assistance to sort and review, categorize expenses. Evaluate the entire process: what was approved, spend and completed?

- Follow up should be made with Project Initiator – ask them for status update
  - Have project initiator prepare end presentation with outcomes

Dani, Stephenie and Darcy to get together to discuss this process

Leslie's suggestion: if we do a BOT presentation, we should survey the college community first to see what they thought of the process. Was completing the application easy, difficult? Was there any assistance through the process? Who would they turn to if they had questions? Were they given any guidelines on how to proceed?

### **ACCREDITATION**

College Council Committee members – Dani, Nancy, Rolita, Jaeney and Fia

- There will be more updates as we go through the process. Accreditation is a group submitting, not just 1 person doing the work
- Our website is important. Information needs to be accurate, up to date and valid
- Question – are there plans focused to have web content manager to be aware of this?
- George Frasier is working with College Relations team
- Accreditors have already looked at our public website
- How can college council help?
- Deb Casey – suggests with representatives from CC, we should ask at our next meeting how can constituent groups help?
- Accessible Technology Committee – perhaps get a rep from CC to attend meetings and go back and forth as liaison
- Amy Davidson and Jennifer Dysart are co-leading grant for accessibility
- Kelsey Denton, faculty member is also involved

### **NOMINATION AND ELECTION OF CHAIR AND CO-CHAIR**

- Leslie Kessler nominated Nancy Kremer for Chair of CC
- Kathi Anderson seconded the motion
- Nancy accepted the nomination; vote was unanimous

### **VACANT CHILDCARE BUILDING** – idea to make it a Community Connection Center

- Resources – Food Bank
- Night drop off for child care
- A community house
  - Student Services
  - ORCA Cards
  - United Way7

Brand awareness – important to make connections to benefit students

North Seattle has an opportunity center – take a look at that model

What could we do with the building?

- Donation Center that accepts business clothing
- Career Center

### **CONSTITUENT REPORTS**

- Faculty – Working on getting new contract going. New positions for next year – for new replacement faculty positions. Presentations to introduce new ideas for classes. Leslie will inform CC when dates are set
- Students – Club fair is happening this week – Thursday, 11am – 2pm in Gator Hall
- Registration for 30 clubs to be present. All clubs will have a table, seeking out new members
- New clubs do not need to go through student government in order to be a club (ratified)
- Clubs are ratified once a year
- Clubs have to fill out paperwork like a new club updating information – i.e. officers for upcoming year
- Classified – Harvest Festival on 10/31. Food Drive – Goal is 100% participation. Classified Staff meeting this Thursday
- Administrators- Nov 14<sup>th</sup>, Undocumented students of Dreamer? – Undocumented student training GDEC Institute
- Exempt – 1<sup>st</sup> meeting is potluck this Thursday
- Ex-Officio – Deb C announced SBCTC grant awarded to GRC \$5,000 to host 2 capacity institutes for employees to make document accessible. Hold 2 training sessions

Fall quarter – assessing where we are, what we can do to onboard others? In process – mini team of 2 faculty, Deb C, Camella, IT rep, College Relations to focus on how to create an instructional system to educate the college community on accessibility and how to get it done. Would like to build a capacity building institute. Give people tools to make docs accessible

Judicial position open – conduct committee-find faculty and staff to serve on a conduct board (appeals committee).

Individuals would be trained. Will need alternates.

College Council members, please go back to constituent groups to seek members to serve on appeals committee to listen in on hearing and make decision on student issues.

Edmonds CC grant – Title 9 Sexual Assault (Office on Violence Against Women)

- GRC is a sub-grantee
- Hiring a project coordinator
- How to address sexual assault on campus

Winter & Spring Quarters

Project to help create bystander training

How to address issues happening sooner

Will talk with counselors on how to handle community resources

MCSSC \$70.00 /person

**PUBLIC COMMENT-** None

*Next meeting Tuesday, November 13, 2018 1:00pm-3:00pm SU Pine and Noble*

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College Council Representatives:

Administrator Representatives: Timm Lovitt, Dani Crivello-Chang

Classified Representatives: Kathi Anderson, Julie Spiers

Exempt Representatives: Anna Locke, Stephenie Cheng-LaBoyne, Nancy Kremer (Council Chair) Anna Ramirez

Faculty Representatives: Amanda Walsh, Leslie Kessler, Jaeney Hoene (Alt)

Student Representatives: Juan “Daniel” Tampubolon, Veronica Chaplin

Ex-Officio: Dr. Deb Casey, Student Affairs, Dr. Rolita Ezeonu, Instruction