

PRESIDENT'S COUNCIL
Draft Minutes: December 13, 2017

Representatives: J. Fromm, S. Sweeney, N. Dequin, A. Lopez, T. Lopez, D. Seelie, C. Whitney

Others: K. Moberg, K. Rose, E. Ramones, W. Ellis, F. Harris, S. Peterson

Dr. Kathleen Rose called the meeting to order at 4:03 p.m.

I. President's Council Minutes, Nov. 20, 2017

MSC S. (A. Lopez/C. Whitney), 7 Ayes, 0 Nays, 0 Abstain.

II. Institutional Learning Outcomes

Nikki Dequin provided a report on the Institutional Learning Outcomes (ILO). The ILO task force has taken the seven existing ILOs and condensed them to four. The drafted ILOs have been taken to Department Chairs, and to the Curriculum Committee for discussion and feedback. The comments gathered will be used to make modifications and then propose a final draft in early spring.

III. AP & BP 3570

Wade Ellis led the discussion on AP & BP 3570 Smoking & Tobacco on campus. Nikki Dequin started the discussion with the concerns that Academic Senate have regarding the appeal process for citations. Wade Ellis explained that the process is similar to our parking citations. The citations are processed by an outside company called Cite Zone noted at the bottom of all tickets. Same ticketing will be used with smoking violations given by our security officers. The citations are sent to the outside company who collects the citation fees. The process of protesting a citation is written on the bottom of the citation. The process is carried out on a website application that is included in the directions at the bottom of the citation. The application is reviewed by Cite Zone's standardized criteria. The unusual circumstances are sent to Wade Ellis directly to review. Wade Ellis will attend the Academic Senate this spring term and demonstrate where the appeal website is. Wade Ellis further stated that a warning period will be implemented as an equitable transition. It was determined that the language will be updated with the appeal process. Adam Lopez reported that Alice Dufresne-Reyes came to the ASGC meeting a few weeks ago and discussed the AP & PB. The student body was only concerned that students seem to receive a harsher punishment than faculty and administration according to the second to the last paragraph of AP 3570. It states that, "in addition students who do not comply with the provisions of BP 3570 and this Administrative Procedure may be subject to action as specified by the student Code of Conduct." Kathleen Moberg responded that the Conduct issue could be a requirement to attend tobacco cessation or other support.

IV. Chapter 5 BPs/APs for Student Services

Kathleen Moberg reported on AP5210, AP5510, AP5525, AP5570 and AP5610. The Voter Registration AP5610 was updated with the language provided by CCLC. The language states that, "The Gavilan College District will make a good faith effort to distribute a mail voter registration form to each student enrolled in a degree or certificate program and physically in attendance at the institution." There was discussion as to how we are distributing voter registration. Candice Whitney explained that she receives a few hard copy voter registration cards every year for distributions. We are also given the

option of providing it on our website which is how we distribute it. It was determined that the language be updated to reflect our process. Discussion was brought forth regarding our process of crafting language for AP/BPs. Dr. Rose explained that in the past each department crafted their local language and brought it through the participatory governance process. There is discussion of creating an ancillary policy task force with members from ASGC, Academic Senate and President's Council on the task force.

V. Accreditation Update

Dr. Kathleen Rose provided a report on the Accreditation process. All four standards are in the writing process stage. Excellent in-depth conversations are taking place around each standard. After the break the first draft will be completed. The important task of identifying our QFE is in process.

VI. Reports

- ASGC – Adam Lopez reported that they met last Friday and again this Friday to make plans for next semester and discuss book purchasing vouchers.
- PSS – Diana Seelie reported that CSEA will hold officer elections at their next meeting. All the poinsettias were sold!
- DCC – Candice Whitney reported that Financial Aid and Admission and Records are holding evening hours at critical times this week and next week and some additional hours in January before drop for nonpayment. The cashier will be open later hours as well. Discussion took place concerning DCC and Leadership Committees regarding the new configuration. Candice Whitney and Jeff Gopp will join the Leadership Council and report back to DCC.
- Academic Senate – Nikki Dequin reported that the Academic Senate Athletics subcommittee is furthering the discussing about athletics, recruiting, campus culture and how to support student athletes.

VII. Next Meeting –The next meeting is scheduled for Wednesday, January 24 at 4 p.m. Location: N. Lounge.