



Butte-Glenn Community College District
3536 Butte Campus Drive
Oroville, CA 95965

COLLEGE COUNCIL

October 24, 2023 | 8:00 a.m.

NOTES

Members Present: Denise Adams, Alan Burwell, Irma Gonzalez Cuadros, Virginia Guleff, Oscar Perez, Tray Robinson, Erik Shearer, Jess Vickery, Brad Zuñiga

Members Absent: Cole Militano, Andy Suleski, Chris Westbay

1. Constituent Group Feedback on AP 7120.2 – Vice President Hiring

Academic Senate President Vickery reported that Academic Senate discussed the draft of AP 7120.2; no written feedback was submitted. MSC Co-Chair Robinson reported that the MSC group submitted no feedback. Classified Senate Vice President of Elections & Appointments Burwell reported that Classified Senate discussed the procedure, but no feedback was submitted. Associated Students Business Affairs Director Perez reported no feedback from the student body.

Academic Senate President Vickery moved to approve AP 7120.2 as presented. MSC Co-Chair Adams seconded. The motion carried unanimously.

2. Review of AP 5011 – Admission and Concurrent Enrollment of High School and Other Young Students

Vice President Shearer presented a draft of AP 5011 and explained the two primary changes to the procedure are based on recent regulatory changes. First, community colleges can now enter into CCAP dual enrollment agreements with county offices of education. Second, students in CCAP dual enrollment courses can take up to 15 units. He explained that a special admit student is any student under the age of 18 who hasn't completed high school but is taking college courses.

College Council discussed the proposed draft and suggested modifying the language to make it clearer that students enrolled in CCAP courses may take up to 15 units. There was also a discussion about what constitutes "the Office of School Relations," which isn't as clear as it was the last time the AP was revised. The Welcome Center manages College Connection and concurrent enrollment. Dual enrollment, which was part of the Office of School Relations in the past, now falls under the Office of Instruction.

Vice President Shearer, Academic Senate President Vickery, and Vice President Zuñiga will meet to resolve the issue of the authority that AP 5011 grants to the Office of School Relations.

3. Review of AP 4250 – Academic Notice

Vice President Zuñiga explained that the new draft of AP4250 replaces the word "probation" with "notice," adding that the college uses the former term both for academics and behavior. He indicated that he feels a sense of urgency to eliminate the use of the word "probation," noting that the document requires further work. College Council recommended that he reorganize the AP with headings to delineate its different sections. Vice President Zuñiga will revise AP 4250 further before bringing it back to College Council.

4. Review of AP 4027 – Catalog Rights

Vice President Shearer reported that he worked with Counseling on AP 4027. The college previously didn't have an AP for catalog rights, instead relying on a statement in the catalog. However, a regulatory change to title 5 will give each college the right to set their own catalog rights; the proposed AP aligns with the coming change. Vice President Shearer explained the concept of catalog rights and noted that this procedure will help students achieve completion because, as written, it gives students flexibility in determining their catalog rights. In response to a question, he also explained that special admit students do not have the same catalog rights because they don't complete all of the matriculation steps regular admit students do; notably, they don't declare a path of study.

College Council will send this draft AP to the constituent groups for feedback.

5. Review of AP 4021 – Program Research and Recommendation

Academic Senate President Vickery reported that the Program Research and Recommendation Committee started working on AP 4021 last year, but the proposed revisions represent four to five years of work to clarify the processes of new program development program review, program revitalization, and program discontinuance. Other proposed revisions include changing committee membership to include a representative from the Office of Institutional Research and giving College Council the authority to weigh in on the process of program review.

College Council recommended including DEIA² as a review criterion for all PRR processes. Academic Senate President Vickery and Vice President Shearer will work on adding that language to the AP before it is circulated to the constituent groups for review.

6. Strategic Plan Update

This item was deferred to a future meeting.

7. Review Committee Charter Template

Academic Senate President Vickery presented a committee charter template he created similar to the bylaws template. The goal of the charter template is to situate the committee in the organizational structure of the college, including in the committee reporting structure. The template includes the minimum items a committee needs to define; some committees may choose to add more detail.

MSC Co-Chair Robinson indicated that there will be a Flex session in January for committee chairs to help them complete the charter and bylaws templates for their committees.

Classified Senate Vice President of Elections & Appointments Burwell moved to approve the committee charter and bylaws templates as presented. Academic Senate Vice President Gonzalez Cuadros seconded. The motion carried unanimously.