



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

COLLEGE COUNCIL

August 22, 2023 | 8:00 a.m.

NOTES

Members Present: Denise Adams, Irma Gonzalez Cuadros, Virginia Guleff, Cole Militano, Carrie Monlux, Oscar Perez, Tray Robinson, Erik Shearer, Andy Suleski, Jess Vickery, Chris Westbay, Brad Zuniga

Members Absent: None

1. Summer Taskforces Report Out

a. Institutional Effectiveness Manual

The Institutional Effectiveness Taskforce met in August to determine the elements in the manual that need to be revised and which members will work on which elements in a shared document. Review and revision will include using inclusive language. A new chapter will be dedicated to college committees.

b. Strategic Plan

Leadership and a board sub-committee have reviewed and provided input to the draft strategic plan. The board had a great deal of input about the items related to the Foundation, and wants to approve the final strategic plan. The plan will go to the board in November or December after the constituent groups have reviewed it and provided their input.

The strategic plan should anchor the unit planning process this year with augmentation requests relating directly to action items in the plan.

c. Committee Chairs Summit

The Committee Chairs Summit was held August 11, and was marked by good discussion of shared governance roles and responsibilities. Much of the feedback provided highlighted the need to provide more training for committee chairs. There was also discussion about how to include students on committees.

The College Council members who led the summit recommended offering committee chairs more training opportunities this year, including training on BPs and APs. Many committee chairs also indicated they'd like support in developing or revising their committee's bylaws and/or charter. The summit also highlighted the need to define and communicate the process by which committees report to College Council.

2. Review College Council Charter

College Council approved amending section 2A of its charter to add a Guided Pathways representative and sustainability representative to the committee.

3. Review SEM Committee Charter Revisions

Vice President Shearer presented draft revisions to the Strategic Enrollment Management (SEM) Committee charter. The revisions ensure that all constituent groups have adequate representation. The charter was also revised to outline the committee's oversight for the coordination of timelines and calendars to ensure alignment of enrollment activities.

College Council members recommended several revisions to the committee membership as outlined in the draft charter: include two student representatives; clarify that at least one staff member must be a classified employee; add two Instructional department secretaries to the members; clarify the "equity" member; add Guided Pathways representation; and ensure balance between CTE and transfer faculty and department chair members.

4. AP Review Process

a. Chapter 6 for 23-24 Year

b. APs for Review Ahead of Schedule

These items were deferred to the September 12 agenda.