



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

COLLEGE COUNCIL

May 14, 2024 | 8:15 a.m.

NOTES

Members Present: Denise Adams, Alan Burwell, Irma Gonzalez Cuadros, Virginia Guleff, Cole Militano, Tray Robinson, Erik Shearer, Scotty Thomason, Jess Vickery, Bob White, Brad Zuñiga

Members Absent: Chris Westbay

1. Strategic Initiatives 5-6 Tracking

College Council reviewed every action item under strategic initiative five and six in the strategic plan, identifying the person or committee accountable for each action item and the person or committee responsible for each action item.

2. August Committee Chair Summit Topic

IDEA Officer Robinson reported that the August Committee Chair Summit will be held Friday, August 23. Potential topics include memorializing the committee reporting structure to College Council, setting a calendar for bylaw review and other committee work (including setting goals each year), meeting templates to organize committee work, and input on the Institutional Effectiveness Manual. IDEA Officer Robinson and Academic Senate President Vickery will work on the committee calendar structure and the summit over the summer.

3. AP 7120.5 – Associate Faculty Hiring

Academic Senate President Vickery presented AP 7120.5, Associate Faculty Hiring, a new administrative procedure created by Academic Senate. Vice President Shearer expressed concern with the portion related to screening and selection, which doesn't define how the process works in the absence of a department chair. The procedure should indicate that deans may hire associate faculty. Vice President Brad Zuñiga recommended removing the reference to the Chief Instructional Officer and replacing it with "appropriate Vice President" because Student Services also hires associate faculty. Academic Senate Vickery will revise the AP, consult with the Academic Senate Executive Board, and bring the document back to College Council's next meeting.

4. AP 6905 – Dining Services

President Guleff presented AP 6905, Dining Services, which is a new procedure. This version was revised from a previous draft to define advance notice for orders and penalties for late cancelations. College Council discussed why a Facilities Use Request is required when outside food is provided and the logistics of placing Dining Services orders. They also discussed the difference between a procedure and a process. It was recommended that some of the details about how to place an order be made more general while indicating that orders must be placed in writing. The office of the Vice President for Administrative Services will revise the AP and bring the document back to College Council's next meeting.