



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

COLLEGE COUNCIL

August 26, 2025 | 8:00 a.m.

NOTES

Members Present: Denise Adams, Alan Burwell, Melissa Cafferata-Ainsworth, Irma Gonzalez Cuadros, Janet Guill, Virginia Guleff, Amanda Montgomery, Tray Robinson, Erik Shearer, Jessica Snelling, Jess Vickery, Bob White

Members Absent: Imelda Simos-Valdez, Student Senate representatives

1. Standing Reports - None

2. Review/Approve Revised College Council Bylaws

Superintendent/President Guleff explained that the College Council Bylaws were revised to include the Executive Director of Institutional Effectiveness as a voting member and co-chair of the committee. The document was also revised to list three standing subcommittees: the President's Council on Innovation (PCI), the Institutional Effectiveness Steering Committee (IESC), and the Accreditation Steering Committee (ASC). The identified subcommittees address aspects of participatory governance and the work they will do is not within the scope of a college vice president.

College Council discussed its membership as defined in the bylaws. MSC Co-Chair Adams recommended adding the vice president for human resources as an advisory member. The committee discussed their understanding of "designee" as well as the language about duplicative membership.

It was moved by MSC Co-Chair Adams, seconded by MCS Representative White, to approve the College Council Bylaws as amended and review them at the next meeting. Motion carried unanimously.

3. Institutional Effectiveness Steering Committee

a. Review/Approve Proposed Charter & Bylaws

Executive Director of Institutional Effectiveness Vickery explained that the IESC will assume the administrative procedure (AP) review process and work on the Institutional Effectiveness Manual. Documents will go to College Council for approval after IESC approval.

College Council reviewed the proposed charter. It was recommended that IESC maintain "the spine" of two representatives from each constituent group. College Council discussed the designation of the IDEA officer as the subcommittee co-chair.

It was moved by Academic Senate President Gonzalez Cuadros, seconded by MSC Co-Chair Adams, to approve the IESC Charter as amended. Motion carried unanimously.

It was moved by Classified Senate President Burwell, seconded by Academic Senate President Gonzalez Cuadros, to approve the IESC Bylaws as amended. Motion carried unanimously.

b. Administrative Procedure Process

Executive Director of Institutional Effectiveness Vickery proposed language explaining the AP development, revision, and review process. It was suggested that the IESC and executive director of institutional effectiveness be added to the list of those who can identify the need to update an AP.

4. Review/Approve Proposed Accreditation Steering Committee Charter & Bylaws

Executive Director of Institutional Effectiveness Vickery explained that the ASC will address college accreditation work. College Council discussed its purpose and authority as outlined in the proposed charter.

It was moved by MSC Representative White, seconded by Academic Senate President Gonzalez Cuadros, to approve the ASC charter. Motion carried unanimously.

Executive Director of Institutional Effectiveness Vickery indicated that the ASC bylaws will be revised to require membership of two representatives from each constituent group.

It was moved by Classified Senate President Burwell, seconded by MSC Co-Chair Adams, to approve the ASC Bylaws as amended. Motion carried unanimously.

5. Review/Approve Student Learning Outcomes Committee Charter & Bylaws

Postponed to the next meeting.

6. Review AP 7110 Delegation of Authority

Superintendent/President Guleff explained that AP 7100 Delegation of Authority required revision to remove delegation of authority to the executive director of human resources in favor of the vice president for human resources to reflect a reorganization in the department.

It was moved by MSC Representative White, seconded by Academic Senate President Gonzalez Cuadros, to approve AP 7110. Motion carried unanimously.