College Council Members: Luz Aguirre, Diane Boynton, DJ Singh, Elizabeth Dilkes Mullins, Fred Hochstaedter, Wendy Bates, Scott Gunter, Francisco Tostado, Loran Walsh, Lyndon Schutzler (non-voting), Paola Gilbert, Larry Walker, Michael Gilmartin, Stephanie Perkins, Suzanne Ammons, Walter Tribley, ASMPC Rep.

Absent: Paola Gilbert, ASMPC Rep.
Guests: Rosaleen Ryan, Morgan Matthews, Catherine Webb, Scott Johnson (VP Sales, Neventive).

1. **TracDat demonstration:** Catherine Webb introduced Scott Johnson, VP Sales, Neventive and shared a demonstration of the data tracking system outlining key features including:

   - Allows information from multiple documents to be merged such as instructional equipment needs held in various program reviews, student learning outcomes and program reflections. This tracking feature is highly customizable and can be used to compile information that would otherwise be gathered manually from various spreadsheets as is currently being done.

   - Data gathered is not sold; company revenue generally comes from subscription fees.

   - The basis for TracDat has been around for approximately 10 years.

   - Academic Senate has endorsed the TracDat system from their perspective, however, it cannot make a recommendation relative to funding and resource allocation.

   - The advisory groups are asked to meet, review and provide input/recommendation to College Council for its May 26th meeting. SSAG and ASAG will meet soon.

   Comments suggested that if the District considers purchasing, that it do so with a five year package. The cost for a new ERP range from approximately $5 million to $7 million and requires tremendous internal planning and professional support.

2. **Minutes:**

   a. **April 28, 2015:** The minutes were approved. *Fred motioned to approve the minutes and Larry seconded; the minutes were approved with none opposed and three abstentions due to attendance (Mike Gilmartin, Elizabeth Dilkes-Mullins, and Scott Gunter).*

3. **Board Policies:**

4. **Action Items:**

   a.

5. **Information Items:**

   a. **IEPI Institutional Effectiveness Partnership Initiative (Catherine Webb):** Catherine introduced this initiative from the Chancellor's Office. This is a grant-funded partnership within the college system such as the Classified Senate for Community Colleges of California, CIO, CCLC, ASCCC, CISLO and more.

The goal of the initiative is to help advance colleges' institutional effectiveness and therefore reduce the number of accreditation sanctions and audit issues with the overall outcome being that the system will more effectively support student success and access.

Major components include:

- Develop a *framework of indicators and college/district goals* *(see supporting document/handout).* The framework includes student performance and outcomes, accreditation status, fiscal viability and compliance with State and Federal guidelines and draws on existing indicators and publicly available data. The first report is due to the CCCCO on June 15 and the with the CCCCO's report due to the Legislature by June 30th.

- Make Technical Assistance Teams (Partnership Resource Teams) available to colleges who have indicated an interest in receiving help. Teams would visit the colleges to get clarification on issues and develop strategy. Team members would draw upon a pool of experts appointed by statewide professional organizations and others. Grant funding is available to assist colleges with teams to implement improvement plans while funds last.

- Enhance **professional development opportunities** related to institutional effectives for colleges.

- Maintain an **advisory committee** for the initiative to help put the above components into action. (Catherine and Michael Midkiff are currently serving on this advisory committee, as representatives of ASCCC and CISOA, respectively.)

Catherine recommended that we establish our goals for the indicators in a way that connects them to work already being conducted on campus and consider multiple factors that influence the goal wherever possible. She indicated that the items that the District is being asked to report on are likely already in progress. The Student Equity Plan for example already includes several goals and activities tied to Course Completion which is one of the goals. She outlined some of the characteristics of the goals and goal setting. She emphasized that there are no sanctions for not meeting goals, but that we do need to document our efforts.

Discussion continued relative to the definition of success and what the goals should be for course completion rates. According to members of the IEPI Advisory Committee, the goal is to improve operational conditions at the College which allow and support improvements to be made which best serve students in being successful.

b. **AAAG Bylaws (Mike Gilmartin):** Michael presented the Bylaws indicating that most changes are represented on the 2nd page. Changes relate to clarification on procedures, quorum and processes such as when second readings are conducted.

c. **Update on Ed Master Plan (Diane Boynton):** Diane provided a handout which she indicated needs much more work. She indicated that this document still needs to be vetted through the advisory groups. Diane asked the group to review and offer some

direction with regards to the most important initiatives given that we have four substantial goals. Dr. Tribley asked the group to be mindful of the *Nine Recommendations from College Council* of last fall plus the *President's Planning Assumptions*. The group agreed to meet May 19th.

6. **Meeting Calendar: May 12 (Education Master Plan), May 26 and June 9.**

   a. **Next meeting May 26-** Information requested, relative to the spreadsheet inclusive of various funds (Self Insurance, OPEB and WC) as well as information which forms the basis of the Tentative Budget, incorporating the May Revise information is anticipated to be brought to College Council on May 26 as a first reading. Following that, it is anticipated that the Tentative Budget will be presented for recommendation at the June 9th regular meeting. A Tentative Budget must be presented to the Board at its June 24th regular meeting.

7. **Campus community comments:**

   - Dr. Tribley reported on the status of various district positions:
     - ✓ Joe Bissell is returning in the defined role to lead the development of the 2015-16 Tentative Budget.
     - ✓ The District will be moving forward to fill the vacant Custodial Supervisor, the Director of Facilities, and the Public Information Officer positions.
     - ✓ The search for an Interim CBO (VP Admin Svc) is an especially challenging position to recruit; however, it is anticipated that the search for a permanent recruitment will be more successful.

     - ✓ Fred reported that the Academic Senate has not met since the 4/28 CC meeting, and will meet 5/21 and 5/28; a report will follow.
     - ✓ Francisco reported that the Scholarship Ceremony has been changed to June 2[nd.]. A record number of 433 applicants were received.
     - ✓ Stephanie reported that the EOPS Recognition Ceremony is scheduled for 5/15. The TRiO ceremony was held last week.

Items for future meetings:
- **Technology Bond**
- **Planning and Resource Allocation Process (more discussion)**
- **Auditing courses: exploration of opportunities/challenges**
- **Policy/process for reorganization**