College Council Minutes
May 23, 2:00 – 3:00 p.m. - Boardroom

Item	Notes
Present	Jim Salt, Margaret Hamilton, Brian Kelly, Pat Griffin, Elizabeth Andrade, Wilgen Brown, Jessica Alvarado, and Chris Rehn.
Minutes	Tami Hill
Agenda Review/Approval	No Additions
Prior Minutes Approval • 5/9/18	Pending review minutes of 4/11 and 4/25. Minutes of 5/9/18 Meeting was approved with the following changes: 1. Strike from minutes: ~~MOTION – PROPOSAL TO AMEND: FAILED~~ 2. Edit to the last page of the minutes. Change the verbiage to: Purpose of the **Bristow Square** Task Force was to gather all of the information to see if we have a policy on campus to support ~~this event~~ **the works**. Members also discussed the following points to be included in next fall's agenda: • When it's controversial or a lot of discussion both sides of the discussion should be in the minutes. Not the entire paragraph but just the points. Since we are representing other groups of people, they should be able to look at the minutes and see why the decision was made. • Current practice is not to identify "who said what". We can change that but it needs to be a separate agenda item. Will be captured as future agenda policy.
Technology Council Policy Proposal Review: Second Reading Presented by; Barbara Barlow Powers Bill Schultz	**Policy Proposal – 2nd Reading** - The college will provide each student (except Barbara Barlow Powers, Chair of Technology Council, talked about the following: • College Now and Extended Learning students, an official college email address. • The college will send its official communications to the College-provided student email address or, in the case of College Now and Extended Learning students, to the appropriate contact email. • Purpose is to be more specific about what the students will be included in the college email. - Provide all credit students with LCC email. - Non-Credit probably won't read it. • Not a proposed change to the existing policy. • It's a slow process to make students make that shift. • Mailing isn't successful either (homeless students, change of address, etc.) • Can tell whether or not students have opened email, just not if they've read it. • We need to look at other forms of communication (text, etc.) - Even a

	short text. • If you over text that can be a problem too. Motion: Move to accept the policy as revised. Voting: Approved
Subcommittees Reports • Budget Development • Governance Subcommittee • Policy • Planning	**BUDGET DEVELOPMENT** Chair reported the following: • Had last meeting of the year today. Resolved a few outstanding questions/information requests. Issues regarding whether the Wellness Programs changes were being implemented as planned, etc. • Longest discussion regarding dealing with the enrollment growth plan/plan to move forward, and other things like it in the future. • Discussed the good and bad of it, but mostly good. More successful in working together in a collaborative fashion and need to be involved in all things proposals for the budget. • Enrollment issue: No particular idea but a lot of discussion and recognition that some kind of process with multidimensional components. • There were dozens of ideas where some of the things the board would need to pass, others are things with very specific that really need to be addressed by the instructional managers. There are other things that would be policy questions for governance councils. Some are administrative, etc. - We need to be able to give it to the people that work on this stuff every day. • Over the years we have realized that this wasn't working and that it would be more practical to move this whole budget development to the finance council because all the people in that council are the same players are on the budget development subcommittee. • This was mentioned in the governance forum a few months ago. It would have to go to the governance, the subcommittee that is, that is looking into restructuring the governance, potentially. **DISCUSSION** • That has been done in the past. Started off with finance council, and college council had the responsibility for budget development the college council created a subcommittee to do that work. Then for five years the two married together and became one council called the Budget Development Finance Committee that reported to College Council. It's been approximately four years since we divorced the cabinet and had been engaging in separate work. – Either can work. • The work from all the councils is supposed to come from College Council at the very end. • The most influential piece of work we did outside of bringing forth a consensus budget was done was to stress the need for a system where we could have a conversation about the enrollment growth. • The start of an enrollment growth plan shouldn't get most of its start in a budget development subcommittee meeting. • Governance system that embedding that within our core themes. And thinking of a governance system that really recognizes our core themes. There will

	probably still be something that looks like college council who will probably have subcommittees who will discuss enrollment, budget, and other college issues.
	• Work plans – where do they go?
	• Let's ask that they send them to CC. – the work of the councils is supposed to go to the CC at the end of the process.
	• We're creating a master Work plan template – Keep it short, brief, etc. Look for one used in the past.
	GOVERNANCE
	Jennifer Steele spoke about the work that the subcommittee has done to date. The report included the following:
	• Meeting tomorrow (open meeting) to talk about our membership and make sure there's right representation.
	• Map the work plan.
	• Deadline of December to provide recommendations to the board.
	• Several people have asked to join the subcommittee.
	DISCUSSION
	• If we are going to make recommendations for the entire governance system we should ensure we have participation from each of the councils and each of the core theme leads because we need to centralize around that. We may be making decisions that impact some, or all of the councils.
	• Nobody should be excluded – All should be welcome.
	• Raised good idea but size could be problem. Could end up with a committee of 30 people.
	• One reason why cc had responsibility originally was because the previous president ultimately wanted to have authority over it.
	POLICY
	Subcommittee hasn't been able to meet.
All Councils Meeting Agenda • 5/23/18, 3:00 p.m. - 5:00 p.m.	Members put together the agenda for the all councils meeting happening after this meeting. a. Introductions: Name, what they do here, and what council they sit on. b. Council reports; start with college council and then go alphabetically. c. Give an update on the governance subcommittee review. d. Opportunity for Q & A should people have questions or thoughts about the governance subcommittee. e. Enrollment growth plan and the vis-a-vis college governance. Plan needs to be presented to all councils so that they can see how they can help facilitate the work. f. Reminder about the need for councils to complete their policy and procedures delineation. g. Other/open discussion. h. Introduction to the government system. Perhaps it would be more appropriate for the beginning of the year.

	- Recommendation: First meeting of every council governance is a review of the governance structure. - Review the council themselves, their own charter, and how they fit into the larger piece. - At the beginning of next year let's encourage and remind councils to develop their work plans, also their need to elect chairs. i. Work plans: Possibly ask work plans to be forwarded to College Council for approval. We may be able to see duplication and where the gaps are. Work plan template design – to be done by the Strategic Planner. Keep it short, brief, time, date, action plan, etc.
Adjourn	2:55 p.m.