



# College Council Minutes

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**Tuesday February 13, 2018**

**Call to Order, Welcome & Opening Remarks** – called to order at 1:30pm

**Approval of Minutes**–January 9, 2018 Minutes Approved: Timm Lovitt made the motion, Kathi Anderson seconded, motion was passed

**Approval of Working Minutes** of January 23, 2018 Approved Timm Lovitt made the motion, Kathi Anderson seconded, motion was passed

**New Business/ Pending Business:-**

## **Summer Hours Recommendation**

- Classified – 108 responses – 13 for 5 8's and 95 for 4 10's
- Exempt – 66 response – 7 for 5 8's and 59 for 4 10's
- Admin 4 10's College should extend core hours. Variation of staffing hours can be made with supervisor permission to allow flexibility in staff scheduling.
- Faculty- 4 10's

***The council unanimously approved the following recommendation which was motioned by Nancy Kremer , seconded by Dani Crivello-Chang***

- The College will be closed to the public on Fridays.
- The College should extend **core hours** on Monday thru Thursday to accommodate students, staff, and faculty needs; using student affairs plans for extended hours on Monday and Tuesday as a good model.
- The College will communicate these changes as early as possible to both internal and external stakeholder groups, and in as many ways as possible such as on the college website, facebook/social media, email, and in any printed materials for summer and signs at the parking booths and electronic reader boards.
- Variations to **staffing hours** can be made with supervisor permission, and to make equal, reasonable effort to allow flexibility in employee scheduling while meeting all contractual requirements and core hours.

*The Council would like it known that it made the recommendation with all of these bullet points.*

## **Innovation Funds:**

March Open House Request (Jaime Sterio) was approved at a budget of up to \$7,000.00. Timm Lovitt made the motion, Jesse Cuevas seconded, motion was passed

JED Suicide Prevention (Liz Becker, Campus Safety, BIT Team) – Conditional approval upon additional research/inquires to other colleges. Dani Crivello-Chang made the motion, Stephenie Cheng-LaBoyne seconded

Enrollment Services/Admissions Call Ctr (Jenny Park/Denise Bennatts)– Inviting to re-apply based on feedback. Timm Lovitt made the motion, Amanda Walsh seconded, and motion was passed.

*Discussion of the Innovation Process – The current process has not been nimble and efficient in evaluating proposals.*

*Suggestions to improve the process:*

- Ask the applicant(s) to attend a meeting to share their proposal with the group. This would offer the chance to ask questions up front
- One or two people take a proposal and meet with the applicant(s) and report back to the group
- Rolling deadline – i.e. Applications that are received by the first of the month will be reviewed on the 2<sup>nd</sup> Tuesday CC meeting. Those received after will roll to next month and be reviewed on the 2<sup>nd</sup> Tuesday CC meeting of that month.

### All Campus Email

Jaeney Hoene is setting up a meeting with reps of College Relations, IT, and HR to discuss what technology is available to support all campus interactive communications (beyond email)

### Standing Business/Reports

- a. Council Structure/Constitution Subcommittee  
Discussion focused on needing to get interested members back together to continue to find what's missing on college council and how our current structure can be improved. Dr. Johnson coming to 2/27 meeting to share her thoughts, answer questions, and help us continue to form vision of what college council is. Question to ask ourselves- When an accreditation visitor asks what is college council and what role does it play? What is our response?
- b. Core Theme Teams  
No Report  
Accreditation Update- Innovation and Accreditation are the College Councils 2 biggest tasks. Designate between the 2 representative for each constituent groups for Accreditation & Innovation responsibilities
- **Constituent Reports**
  - a. Faculty -First negotiation meeting took place last Friday and Saturday, next session is on March 2<sup>nd</sup>.  
Busy hiring faculty. BAS degree for Mental Health was approved by SBCTC. There are concerns regarding SA Phase II and the activity impact it may have on the testing center
  - b. Students- Planning continues on the Open Education Resource event for the first week of March.  
Applications for President and Vice President. Finance committee reviewing 522 budget
  - c. Classified – Selected an alternate representative for branch campus
  - d. Administrators – Summer hours were discussed
  - e. Exempt – Watched the Accessibility Matters video. Exempt professional development fund put on hold. Great baked potato potluck got people engaged. Had a good closing of the meeting by asking people to share what is happening in the areas- quick round of announcements
  - f. Ex-Officio-  
Forming an Accreditation Steering Committee. Looking for 2 CC members to join the committee.

**Public Comment – None**

**Next Meeting Tuesday, February 27, 2018 SU Emerald City Room Focus on Structure and discussion with Dr. Johnson**

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The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President of Human Resources, 12401 SE 320th Street, Auburn, WA 98092, (253) 288-3320 Disability Support Services at (253) 833-9111, ext. 2631; TTY (253) 288-3359.

### College Council Representatives:

Administrator Representatives: Josh Gerstman (Chair), Timm Lovitt, Dani Chang

Classified Representatives: Kathi Anderson, Zach Lambert

Exempt Representatives: Anna Locke, Stephenie Cheng-LaBoyne, Nancy Kremer (co-Chair), Anthony White (Alt), Josh Staffieri (Alt)

Faculty Representatives: Amanda Walsh, Leslie Kessler, Jaeney Hoene (Alt), Carlos Adams (Alt)

Student Representatives: Juan "Daniel" Tampubolon, Jesse Cuevas, Princess Kollie-Balye

Ex-officio – Rebecca Williamson, Deb Casey