

COLLEGE OF SAN MATEO

College Council Meeting Summary

Dec. 4, 2013

College Council meetings are open to all members of the campus community

Members Present: Mike Claire, Gary Dille, Amanda Governale, Jennifer Hughes, Cindy James, David Laderman, Theresa Martin, Krystal Romero, Hayley Sharpe

Members Absent: Juanita Celaya, Christopher Cheung, Maggie Garcia, Eileen O'Brien, Aaron Schaefer

Review Meeting Agenda: No changes were made.

Review Summary of Previous Meeting: No changes were made.

Development of Core Values

Gary Dille said the committee had not met since the last College Council meeting and had nothing new to report. He would update the new VPI about the document so that she and the members of the subcommittee can continue its work.

At this point, Mike Claire announced that Sandra Comerford will be recommended to the Board as the new VPI and should begin her new role in January. Cabinet is currently working on the process to appoint an interim dean of language arts.

Institutional Effectiveness Audit

Mike distributed a draft of the proposed format for the Institutional Effectiveness Audit. He explained that the 2008-13 planning cycle has been completed but we need to assess it. He reviewed the proposed format which determines what has been accomplished in terms of the college index (by institutional priority), institutional plans and college initiatives. The preliminary draft of the report is scheduled to be out this week and will be shared with College Council to ensure that participatory governance was followed; it will also be shared with college community for feedback.

Leadership Training

Jennifer handed out the section from the participatory governance document that describes the training in effective meeting management and meeting facilitation for a) the general college community and b) College Council. She said that for College Council training, it would be best to begin in the fall semester; however, there are some elements that can be implemented this spring. Council discussed developing a proposal for implementing a fall training that is process-oriented and uses an outside facilitator for general training. Fauzi will check into the facilitation resources available through the Peninsula Conflict Resolution Center. College Council training for spring could be done by someone in-house. Suggestions: have the selected trainer meet with College Council to discuss needs; conduct the fall training during a flex day and possibly offer CE units.

Announcements

** Mike thanked Gary Dille for stepping to the role of VPI for the past six months.

** CSM's Holiday Reception is 12/12, 2:15 in the Office of Student Life

** The Women in Leadership event was very moving and informative.

** Governing Council voted to endorse a statement supporting the preservation of CCSF's accreditation; the document has been posted on Governing Council's website.

** The Honors Project Showcase is 12/17 at 4:30 pm in College Center.