

MINUTES

- ✚ **Attendance:** Eduardo Perez, Gloria Aguilar, Geby Rawung, Daisy Figueroa, Sharice Fox, Stefanie Hernandez, Pamela Crampton, Nini Dyogi, LaNesha Judon, Veasna Chiek, Oliver Thompson, Tommy Korn, Michael Medina, Vevesi Save, Thomas Cruz-Soto, Lisa Webb

- ✚ **Adjust the Agenda**
 - Dr. Perez moved to adjust the agenda and his motion was seconded. The ayes have it.
- ✚ **Approve the Minutes**
 - Dr. Perez moved to approve the minutes and his motion was seconded. The ayes have it.
- ✚ **Onboarding Process for Pathways**
 - Sharice Fox, presenting
 - Handouts were given to council to review
 - Sharice Fox outlined the steps for onboarding a student at RCC. The outreach center is prepared to assist students that have questions.
 - The Onboarding process will be an online process so that the student does not have to be on-campus to get services, including financial aid, enrollment, counseling for education plan, etc...
 - Orientation is online, as well and the student can then go ahead and register for class
 - Questions about student care after they are in class and attending RCC – will there still be services for the students
 - Onboarding process is on-going until the student graduates, transfers, earns a certificate or gets a job
 - Welcome Day and Open House will be planned and executed before the fall session
 - Possible virtual map for student phones to help students?
 - Discussions are ongoing
- ✚ **Sub-Committee Reports**
 - **Student Life and Services** – Need to replace chair (Miguel Contreras) he stepped down.
 - ○ Current Task(s): will need to have replacement work with Miguel Contreras and group to obtain records and status of tasks
 - Discussion is still ongoing and leadership council is looking to other members of the college to nominate for replacing Miguel Contreras
 - If the council has recommendations, please email the names to Dr. Perez
 - The shared governance process is very important to the accreditation process – the subcommittee has meetings and tasks, they report to SAS, then SAS is reports up to EPOC.

- There are records through minutes that there was shared responsibility for the decision making process – shared governance
 - This is part of our evidence
 - Attendance in these leadership councils have been problematic in the past; hard to have enough voting members therefore difficult to move forward
 - Dr. Cruz-Soto emailed Dr. Carter for a recommendation to replace Miguel Contreras
 - ○ Student Sanction Recommendation and conduct forms – Discussion ongoing about rolling these forms into one form
 - ○ Mental Health Referral form – Discussion ongoing about rolling this form into one form
 - **Integrated Student Support** – Dr. Allison Douglas-Chicoye reporting (or designee)
- Current Task(s):*

📌 Reviewing and Discussing Accreditation

- **Review Draft #3 of Standard IIB and IIC**
- Accreditation Review – Dr. Ashby
 - The report for February
 - There were 2 workshops discussing what was in the evidence, the evaluation section and then clean up and clarify content
 - Brought drafts back to leadership councils for resubmission on February 28, 2019
 - Then will go to EPOC and Steering Accreditation meetings – first will be on March 8, 2019
 - April 19, 2019 – Standard II review
 - May 17, 2019 – Standard III and IV review
 - All will be submitted in the SharePoint so everyone can review
 - Visit will be March 2-5, 2020
- Standard IIC emailed to committee and need all revisions back to Dr. Perez
 - Dr. Perez encouraged the committee to open and read the standard IIC so everyone is aware of the information and add to the draft where it is truly needed
 - Dr. Carter has sent the final draft ready for submission to Share Point for IIC
 - Dr. Cruz-Soto suggested that 78% of the students that live here also work here
 - Work Force development might be a missed opportunity
 - Possibly a good point to add to the content or evaluation section in the IIC
 - Tracking is needed for evidence of alumni/workforce development piece
 - Nursing has a tracking system
 - College has possible tracking system and research is needed to find this evidence
 - Good point and possible evidence can be brought later to use the information on alumni
- Standard IIB – Jackie
 - Reviewed comments and evaluations, where some evaluations were placed in evidence
 - Gone through and categorized the content
 - Dr. Perez is asking that standard IIB be sent no later than Monday, in order to email to the group for review and submission on or before the February 28, 2019 deadline

📌 New Business

- **Accreditation Spring Timeline – information in 2/13 email below**
 - A handout with all the information was given to the council

- **Vision for Success Goal Alignment (first reading) – attached/college timeline below;**
 - please send feedback to Mark Sellick and copy me by February 26 so it may be considered before the March 4 Senate meeting
 - This document was sent to the council on email since the handout was very large – Many did not review the document
 - Dr. Perez asked the council to review the package and email him comments and feedback or to Dr. Mark Sellick
- **CARE Team**
 - Changed the BERT team to RCC CAREs – community colleges across the nation are changing to this identification because they are focusing on the care of students
 - Dr. Martin-Thornton and Dr. Webb will be presenting to Academic Senate on the RCC CAREs team
 - Presenting that the Academic Senate approve one CARE form in Maxient that will combine the Student Sanction recommendation form and conduct forms with the Mental Health Referral form
 - Council suggested that Dr. Webb and Dr. Martin Thornton review recommendations already made to the subcommittee
 - Recommendations are helpful to decide if there is still need for 2 forms
- **Policy of Academic Dishonest**
 - Discussion occurred about academic dishonesty due process – further discussions in the future
 - Board policies are already in place and can be utilized by faculty to assist them with discretion on matters within the classroom

🚩 **Meeting Adjourned: 1:50pm**