College Council
3:30 p.m. – 5:00 p.m.
September 28, 2010

Attendees: Dean Bingham, Russ Fillner, Jennifer Skartveit, Suzanne Hunger, Janice Bacino, Art Warner, Steve Lewis, Wyatt Conard, Sarah Dellwo, Joan Schneider, Brandi Foster, Mike Brown, Jeff Block, Kevin Brockbank, Gary Frankforter; Kila Shepherd; Recorder: Winnie Strainer

Minutes from 09-14-10 were reviewed and approved
Brandi welcomed Gary Frankforter who replaces Mike Ceartin

Communication Plan Outline/Template:
- Kila reviewed the updates to the Communication Plan

American Indian Heritage Day Resolution from BOR
- There is a reporting requirement for the November 2010 BOR meeting
- We have an approved plan pertaining to AIH Day per Suzanne
- Suzanne will move forward with scheduling the 1st meeting of the Diversity Task Force
- Members will be Suzanne Hunger, Winnie Strainer, Kila Shepherd, Shaun Scott

College Council Goals Assessments
- Reviewed and approved the draft College Council Goals

Assessment Group Assignments and Process
- Brandi reviewed the assessments process (handout)
- Sensitive to individual schedules
- When the reviews are completed the groups will present the assessments to the CC for further review

- The College Council will:
  - Evaluate progress toward mission fulfillment
  - Determine areas of potential collaboration between programs
  - Identify data points for further development
  - Provide feedback to individual programs to strengthen mission fulfillment
- Brandi handed out the College Council Assessment Assignments 2010-2011
  - Brandi suggested that each group invite her to the first two reviews
  - Senate review was discussed; the determination is they do not need to be reviewed
  - Areas added are Book Store, Retention & Advising, Food Services

College Council Minutes
- The areas can determine if they want to have the whole area present at the review or appoint one person to present.
  - We are not evaluating the programs/areas.
  - The ultimate goal is to have each group assessed and compile the assessments for the Institutional Assessment.
    - Assessment at the program level is what the supervisors do.
    - Assessment at the institutional level is what we do.
    - A minimum of 2 CC reviewers should be present at each review.
    - November 23rd the first 4 reviews are due to the CC.
    - February 11th the remaining 4 reviews are due.
    - Each review should last up to 1 hour.
    - Assessment Review Handout will be used as the template.

Old Business:
- Tobacco Task Force Items
  - A lot of cigarette butts in the street.
  - Gary and Barb M. are working on a boundaries map for students.
- No update on Lincoln School.
- Other items completed and removed from agenda.

Action Items:
- Each subgroup will have met and have 1 review complete by the October 12th meeting.

Meeting adjourned.