



College Coordinating Council Meeting

September 14, 2022
 9:30 a.m. – 10:30 a.m.
 SSV 151 – Board Room

Type of Meeting: Regular
Note Taker: Amanda Khatib, Megan Aceves
Please Review/Bring: Agenda, Minutes

Committee Members:

Van Rider, Academic Senate
 Diana Ferrassoli, ASO Diana
 Pamela Ford, Classified Union
 Greg Bormann Confidential/Management/Supervisory/Administrators
 LaDonna Trimble, Deans
 Dr. Jason Bowen, Faculty Union

Shami Brar, Vice President of Administrative Services – **CHAIR (ABSENT)**
 Bridget Cook, General Counsel
 Dr. Howard Davis, Interim Vice President of Academic Affairs - **ACTING CHAIR**
 Harmony Miller – Interim Executive Director of Human Resources
 Dr. Jose Rivera, Interim Vice President of Student Services

MEETING

Items	Person(s) Responsible	Time	Action
STANDING ITEMS:			
I. Approval of Previous Minutes of August 24, 2022	All	1 minute	
II. Constituent Reports	All	5 minutes	
DISCUSSION/ACTION ITEMS:			
I. Committee Membership – Cross Reference AVC Website & AP 2510 Committee Lists	All	30 minutes	
II. College Meeting Calendar	Howard	5 minutes	Returned from August 24, 2022, CCC meeting.
III. EEO Committee Activation & Membership	Howard	3 minutes	
FUTURE AGENDA ITEMS:			
NEXT MEETING DATE: September 28, 2022			



College Coordinating Council MINUTES

August 24, 2022
9:30 a.m. – 10:30 a.m.
SSV 151 – Board Room

Type of Meeting: Regular
Note Taker: Amanda Khatib - ABSENT, Megan Aceves
Please Review/Bring: Agenda, Minutes

Committee Members:
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Shami Brar, Vice President of Administrative Services - **CHAIR**
Bridget Cook, General Counsel
Dr. Howard Davis, Interim Vice President of Academic Affairs
Harmony Miller – Interim Executive Director of Human Resources
Dr. Jose Rivera, Interim Vice President of Student Services

MINUTES

Items	Person(s) Responsible	Time	Action
STANDING ITEMS:			
I. Approval of Previous Minutes of April 27, 2022	All	1 minute	The minutes were approved as presented.
II. Constituent Reports	All	5 minutes	Jason stated he was excited to work with the committee, that the work is important. Van welcomed everyone back. Pamela stated she had no report. Diana stated that she had no report. Harmony stated that she had no report. Greg stated that the process to complete the <u>C</u> alifornia <u>V</u> irtual <u>C</u> ampus (CVC) - <u>O</u> nline <u>E</u> ducation <u>I</u> nitiative (OEI) will be completed in September, the college will be a teaching college and that there will be a 1 click registration. Jose stated that he appreciated participating in the committee. Ladonna stated she had no report but that the students can take advantage of the 1 click verify and that it was good

			<p>for AVC and faculty. Bridget stated that she was glad to be back and was hopeful about moving the work forward.</p>
DISCUSSION/ACTION ITEMS:			
<p>I. Committee Membership – Call for Committee Information Sheet Updates</p>	<p>All</p>	<p>15 minutes</p>	<p>Shami asked what role the committee plays in reviewing the committee lists and reviewed AP 2510. He stated that the list of committees needs to be revised as some were not active or that some committees have been dissolved.</p> <p>Harmony stated that she was looking into re-establishing the EEO Advisory.</p> <p>Pamela stated that that the Strategic Planning and Budget Committee were combined at one time, that Classified can not serve on both unless it is an ex-officio position.</p> <p>LaDonna stated that the Matriculation Committee dissolved, as it went into the Student Success Committee, which eventually dissolved.</p> <p>Van stated that there was a workgroup that was working on revision to AP2510, under the last VPAA, and recommended continuing the cycle.</p> <p>Bridget stated that the workgroup stopped back in December and has not been active, and that the work is too important to stop.</p> <p>Jason asked if CCC has input to the dissolution of committees?</p> <p>Shami stated that yes it should.</p> <p>Van stated that the CCC hasn't touched on "submitting recommendations . . ." as cited in AP 2510 and that it would be good to look at the four main functions of CCC.</p> <p>Shami suggest looking over the AP and include the functions that are not being addressed.</p> <p>Van suggested that the AP and the committee memberships be done in tandem.</p> <p>Shami suggested that at the next meeting to review the committees to make sure which ones are active and</p>

			<p>which are not.</p> <p>There was some discussion on how the committees are dissolved and if the CCC has that responsibility.</p> <p>Pamela used the example of the Strategic Planning/Budget (SP/BC) Committee being separated and stated that when the committee is dissolved that there should be some follow-up to see if it is effective.</p> <p>Shami stated that at the next meeting, he wanted to focus on aligning the lists of committees, referred to in AP 2510 and the list that is on the website.</p> <p>Pamela stated that she would like to review how people are assigned to committees and to look at the membership.</p> <p>Van suggested that the CCC membership list be reviewed first. Bridget encouraged AP 2510 be reviewed and revised.</p> <p>Shami stated that CCC membership will be updated for the next meeting.</p> <p>Jason inquired that if the AP is fine, is it that it needs to be abided.</p> <p>Van stated that it needed to be updated.</p> <p>Pamela stated that changes need to meet the needs of the campus and that the policy needs to be adhered to.</p>
II. BP/AP 3720 Computer Network	Shami	5 minutes	It was agreed to go out for constituent review for 30 days.
III. BP/AP 6700 – Civic Center and Other Facilities Use	Shami	3 minutes	It was agreed to go to the September 12 th Board Meeting.
IV. College Meeting Calendar	Shami	3 minutes	Van stated that the calendar needed to be revised and would send Patty the updates. This will return to another meeting for further review.
FUTURE AGENDA ITEMS:			
NEXT MEETING DATE: September 14, 2022			

ANTELOPE VALLEY COLLEGE MEETING CALENDAR

GOVERNANCE COMMITTEES	LEAD	MTG DAYS
Academic Senate	Van Rider	1 st & 3 rd Thursday (2:30 p.m.)
Academic Policies & Procedures (AP & P)	Dr. Howard Davis & Dr. Scott Lee	2 nd & 4 th Thursday (3 p.m.)
Budget	Sarah Miller	4 th Wednesday (2:30 p.m.)
Calendar	Dr. Jose Rivera	
College Coordinating Council	Shami Brar	2 nd & 4 th Wednesday (9:30 a.m.)
Distance Education & Technology (DETC)	TBA	2 nd & 4 th Tuesday (3 p.m.)
Enrollment Management	LaDonna Trimble	Monthly
Faculty Professional Development	Kathy Osburn	2 nd & 4 th Wednesday (2:30 p.m.)
Honors Program	Towana Catley & Dr. Darcy Wiewall	Last Monday (2:30 p.m.)
Outcomes	Gary Heaton-Smith & Meeta Goel	Monthly
Program Review	Stacey Adams & Meeta Goel	1 st & 3 rd Monday (3 p.m.)
Safety Committee	Terry Cleveland	3 xs a year
Strategic Planning (SPC)	Dr. Meeta Goel & Van Rider	Monthly
ADVISORY COMMITTEE	LEAD	MTG DAYS
Basic Skills	Riley Dwyer	4 th Tuesday (3 p.m.)
Guided Pathways	Nate Dillon	2 nd Tuesday (1 p.m.)
Information Technology	Rick Shaw	2 nd & 4 th Thursday (2 p.m.)
Student Equity	Rashall Hightower	Monthly
PRESIDENT / LEADERSHIP	LEAD	MTG DAYS
Executive Council	Dr. Jennifer Zellet	Monday (9-10:30 a.m.)
Deans & Chairs	Dr. Howard Davis	Monthly (9-11 a.m.)
Administrative Council	Dr. Jennifer Zellet	4 th Wednesday (10 a.m.)