



College Council Meeting

December 3, 2018

C-111

2:30-3:30pm

Present: Cheyenne Roduin, Sil Xayamouangbo, Jichul Kim, Connie Tran, Lindsay Tanzi, Kathrine Hanson, Neal Parker, Kevin McCarthy, Paula LeClaire, Jacob Jackson, Huma Mohibullah, Warran Takata, Stefanie McIrvn, Lesley Hogan

AGENDA

1. Welcome and Introductions
2. Review and approval of November 19, 2018 minutes: **Approved**
 - a. Vice-Chair elected = Jichul Kim
3. Review RTC College Council Bylaws

JJ – Discussion around why we dropped “coordinate and integrate the work of councils” – having softer language around working with other councils and we could still be a body to gather and disseminate info.

NP – does voting for KPI’s get included in voting rules or is that separate? Do we need to have language in the bylaws about KPIs.

KM – Do we need to look at the weight of the KPIs and if they are weighted accurately?

JK – I think they are weighted accurately but we added in so many strategic indicators that makes it tougher. The benchmark was a big issue last time we scored and best practice is to look at trends in the data.

CR – KPI scoring needs to span several meetings so we can be effective.

NP – the voting members need to be prepared to vote and discuss the expectations. Could we pull together separate sub-groups to look at KPIs. There are a couple KPIs that are ready to use for tests for a future meeting.

NOTE: bylaws approved by members present
4. Discussion of How to be an effective liaison:

KM – how can you effectively let people know about the meeting and how to be a conduit for information to their liaison groups.

JK – we could use a website that can be structured and keep us on track for action items and are the action items tied to NWCCU areas or Strategic goals

JJ – at the end of each meeting we could have a list of the pertinent aspects we need to report to our groups. Some days there may be nothing to report and other days we can identify which points to disseminate.

SM – Who is going to follow up on actions items and by which dates.

CR – I put together an email about all the work that is being done on the councils I sit on so that the staff is informed.

KM – we could be intentional about the feedback we want and asking for responses that we would like from our peers. Would be good to introduce it as we get rolling.

KH – we could create something Marketing creates but sends it to you all on this committee so that they respond to you.

5. Accreditation update

a. Discussion of the Unit Plan:

CR – over the next couple meetings we will be looking at Unit Plans and discussing them as a group. We will familiarize ourselves with what they look like and how they are progressing.

b. Overview of the GAP Analysis

JK – Present a PowerPoint to show how many unit plans are conducting activities, how many are aligned with strategic plan goals, unity plan activities that align with strategic plan. We are going to make a more user friendly link to each unit plan.

We need to make unit plan activities more SMART (so we can measure and think about improvement in our actions).

KM – It would be good for us to review which activities are under-emphasized.

JJ – there are sub-plans that are not feeding into the overall unit plans.

College Council 2018-19 Goals:

- Monitor the strategic plan implementation process
- Monitor progress towards preparation for the accreditation visit

Next meeting: **TBD** in C111

Action Items:

1. Jichul and Neal make a proposal to the council on how to handle the scoring of KPIs so that the council knows how to best handle scoring.
2. Add “scoring a practice KPI” to future meeting agenda