



## COLLEGE COUNCIL MEETING

Thursday, April , 2007

Admin CR #109, 3:00 p.m. – 5:00 p.m. DRAFT

**Members:** ~~N. Canter~~, C. Castillo, W. Chenoweth, ~~R. Covington~~, C. Espinosa-Pieb, R. Griffin, J. Hawk, L. Hearn, ~~A. Khanna~~, A. LaManque, S. Larson, ~~A. Lau~~, S. Heffner for F. Milonas, J. Miner, B. Murphy, O. Patlan, M. Spatafore, ~~Y. Ramirez~~, ~~D. Shannakian~~, ~~T. Suen~~, M. Winters

### **I. The College Council Minutes of March 22, 2007 were approved. Handout #1**

College Council minutes of March 22, 2007 were approved with a spelling notation to the committee WAITT (we're all in it together).

### **II. Sustainability Plan Handout #2**

J. Hawk shared a copy of the Sustainability Policy at the March 22 meeting and requested review and suggestions. Barring none, this document was approved by consensus

Next steps: Sustainability Management Plan discussion at a future Academic Senate and College Council meeting.

### **III. Emergency Preparedness**

B. Murphy invited college council members to discuss current emergency plans and information available for faculty. How do we recognize early trouble signs and distressed students?

Discussion followed regarding integrating emergency preparedness information to Opening Day and New Hire Orientation programs, distributing documentation identifying high risk behaviors, students in distress; who to call and hotline numbers. There is a need on behalf of part-time faculty who comprise 2/3 of the faculty who may be least connected to these safety procedures.

All phones have 911 capability. The Tech Task Force is encouraging the use of district email for emergency communication purposes. Additionally, the bells have the capability to alert us in case of emergencies.

Next steps:

- Invite H. Irvin to future college council, deans' and division meetings.
- Develop materials on how to identify troubled students. Design mechanism to disseminate information to faculty and staff
- Academic and Classified Senate to review how best to get information to staff and faculty.

D. Jones-Dulin joined the meeting and distributed a draft document, "What to do in the event of an emergency." This document will be posted in every classroom but is not intended for student distribution. A suggestion was made to broadly distribute the document to all building monitors. Additionally, there is an emergency link on the De Anza College website, [www.deanza.edu/emergency](http://www.deanza.edu/emergency).

### **IV. Institutional Initiatives Action Plans Summary – Handout #3**

This document summarizes what was brought to the joint PBT on April 20, 2007 and includes an overview which outlines purposes and major features of the four action plans, including commonalities and challenges. Each initiative includes a budget breakout.

Next steps:

- Need more detailed plans, program metrics and budget information

For example, with enrollment growth at 2%, outreach needs detailed plans, i.e., How many more high school students will enroll? How will we use data for the Parent/Student Night in 2008 to evaluate any increases in freshmen enrollment?

These four institutional initiatives together will form the basis for the 2007 Opening Day program.

## **V. Burning Issues, Quick News & Wrap Up**

- J. Miner reported that in Fall '07 we will have 27 faculty position vacancies; and will fill 24 of them, with 3 deferred to Fall '08 in Music, Chemistry and Economics. Of the 27 positions, 5 are counseling positions.
- As of May 14, the lower level campus center will be closed with EOPS, Financial Aid, Student Activities, Student Accounts and Photo ID moving to modular units by the tennis courts. The DASB offices will relocate to Admin #106 while Security and Health Services will continue to operate from the campus center.
- B. Murphy reported the positive Athletic Department Training by S. Kinney and J. O'Brien on April 24. New curriculum is being developed based on this training.

The district attorney is continuing to refine the baseball investigation and what charges may be brought forward remains unclear. Follow-up interviews and DNA testing are taking place. Two games remain in the baseball season and we are unsure of the charges. When that occurs, there will be press and media focus on the college.

The De Anza Commission ratified that Physical Education and Athletics will be the recipient of this year's Night of Magic event, a position strongly supported by the administration.