I. INFORMATION ITEMS

A. Academic Senate Update ................................................................. L. Stroh
   • Senate reviewed and commented on the hiring request process for new faculty hires for fall 2008. The discussion continues at the November 20th meeting.
   • Janet Handel suggested that the senate consider recommending that an addendum be included with faculty job announcements, similar to what is used at CRC. The addendum could provide information about the department/division and would include demographics. Janet will chair a subcommittee to explore the idea and report back to the senate.
   • Alan Keys reported on accomplishments of the SLO’s task group.
   • Tonie Hilligoss shared arguments presented at the district senate regarding a proposal to change regulations regarding interim administration positions.

B. Classified Senate Update ........................................................................K. Irwin
   • K. Irwin has been communicating through email.
   • K. Irwin attended a CCLC convention in San Jose, CA.
   • They will be part of a Community Service project with the FPVI and local area Lions Clubs. They will be collecting old eye glasses for the visually impaired.
   • There will be a President’s reception for Classified Staff as a Thank you for adjusting to the compressed calendar and enrollment boost. This event will take place on November 30th from 2:30-4pm in RN 258.
   • There will be tote bags available for staff $10 each to raise money.

C. Associated Student Government Update .............................................. A. Hill
   • Absent/no report.

D. Senior Leadership Team Update ....................................................... D. Luff
   • There was a CCC Transcript presentation by Kim Goff and Quarterly updates from VPs.
   • There was a discussion on unit planning to see where they were at in the process.

E. President’s Cabinet .............................................................................. D. Travis
   • Right now, they are talking about accreditation and strategic plans.
   • There will be a meeting on December 11, 2007 following the President’s Cabinet Meeting to discuss grants on SCC campus. They will discuss the best methods of pursuing these grants and how to better communicate to the college community.
Student Services discussed the new AVP’s arrival to campus and participation in Enrollment Management. Administrative Services and Student Services are looking at office space and the appropriate technology, as he will start on December 10.

There was a discussion on office space for future new faculty and about how to continue to give support to student success at the different labs on campus.

F. Executive Staff Update ..........................................................................................D. Travis

- The Board of Trustees Meeting will be held at SCC campus on April 16, 2008. D. Travis asks for feedback on what program can be spotlighted for this meeting.
- There will be a retreat on November 27, 2007 to discuss campus climate, new faculty positions, ARCC report, and the state budget. D. Travis has asked for feedback on observations about campus climate by Monday, November 26, 2007.

G. Chancellor’s Cabinet.............................................................................................D. Travis


II. OLD BUSINESS

A. Proposed Mission Statement...............................................................................PRIE Tri-Chairs

- Discussed the additions made to the new mission statement.
- CSPC and accreditation standards were used in order to have an accurate mission statement.
- D. Travis suggests moving forward with getting the new mission statement approved. There should be information garnered by February and wrapped up by the end of spring. If approved, the new mission statement will be used for the 09-10 academic year. This time frame will allow the mission statement to be approved and then added to SCC publications such as the catalog.
- The core values were discussed for possible changes. There will be an activity during spring flex to allow others the opportunity to have an input on the campus’ core values.

B. Accreditation Architecture for New Standards ...............................................D. Travis

- See D. Travis Draft on Accreditation Planning. (attachment)
- The college established a Pre-Accreditation Task Force on December 2006. The group accomplished the twofold charge to review the 2002 Accreditation Standards to determine SCC’s readiness level and propose accreditation preparation activities measures for consideration by the college.
- D. Travis discussed some preliminary suggestions for Executive Council’s review and consideration. These included the Accreditation Steering committee, the members, resource persons, the accreditation standards structure, timeline, and resources.
- The structure should have tri chairs and be aligned with accreditation standards.
- M. Poindexter suggests a description of what the tri-chair responsibilities entail.
- N. Moffett will be asked to draft a description of tri-chair responsibilities.

C. Accreditation Recommendations Status Report...........................................M. Poindexter

- They have been working on the Student Services flyer and the master plan.
- M. Poindexter presented a Student Services Master Plan Calendar which gives start and end dates for different tasks.
- They have had several retreats and are working diligently with different departments to help them better understand the process.
- Categorical programs will be completed within two weeks. (Nov 2007)
There will be Student Satisfaction Surveys. Data of these surveys will be analyzed in February 2008.

Working on individual evaluations this spring. They will have an assessment to make sure students are helped in any particular area through student engagement surveys.

D. Campus Issue #07-08-02: Pedestrian Traffic ........................................ President’s Response
   • President suggests having Greg Hayman work on this with his recommendations of how the issue should be resolved.

III. NEW BUSINESS
   A. Campus Issues #07-08-03: Baby Changing Tables ............................................. D. Travis
      • D. Travis suggested this issue may be for Campus Development.
      • There was a discussion on where baby changing tables should be placed. There should be more research about this issue. D. Travis suggested that Operations take a look at cost and that Greg Hayman, in consultation with Campus Development Committee, have recommendations as to where the baby changing tables would be more convenient.

IV. OTHER
   A. Standing Committee Minutes ............................................................................... D. Travis
      • Minutes for November 5th, 2007 meeting are approved by consensus.

V. FUTURE AGENDA ITEMS

Adjourned at 2:31 PM

Next Meetings: December 3 & 17, 2007

cc: K. Beyrer
    C. Zuercher
    A. Licciardi
    G. Gessford