Date: November 2, 2018
        10:00 – 11:00am
Location: Boyle Boardroom

Attending	Absent	Guest
Tony Russell, Chair		Dan Cecchini
President Shirley Metcalf		Sharla Andresen
David Dona		
Justin Koon		
Owen Murphy		
Alan Unger		
Jenni Newby		
Susan Galecki		
Amy Harper		
Ozz Smith		
Erica Waldbillig, Recorder		

Meeting called to order at 10:00am.

Old Business
A. Minutes from October 5, 2018 – Tony Russell
   No suggested changes.

   Minutes approved as presented.

Voting cards with list of motions were passed out and Tony explained how to use them.

Tony gave a brief overview of the committee charge and membership for those members that weren't at the first meeting.

ASCOCC is working on identifying another student to serve on College Affairs Committee.

Items from other Policy Committees to change the General Policy/Procedure Manual (GPM) will be presented to this committee as consent agenda item.

B. Proposal for Granting Emeritus status to retiring COCC Employees (2nd Reading) – Eddie Johnson

   • Policy language updated to reflect non-gender pronouns.
   • The following statement added to procedures for faculty, administrators and classified staff: "Candidates are notified in writing or by email of the

committee's recommendation, and of that Board meeting, which they are welcome to attend."

Action:

Motion to approve 2nd reading of Emeritus Status Policy and Procedure updates.

Motion made by Justin Koon, seconded by Susan Galecki

☑ Motion passed unanimously by all members present

C. Proposal to eliminate the Learning Community Committee (2nd Reading) – Betsy Julian

- Low participation and interest made committing fully to this program impossible.
- There haven't been any classes proposed to the Learning Community Committee in 2 years.

Action:

Motion to eliminate Learning Community Committee 2nd reading

Motion made by Justin Koon, seconded by Ozz Smith

☑ Motion passed unanimously by all members present

Signature forms will be sent to the President after 2nd Reading.

New Business

A. TAC Membership revised (1st Reading) – Dan Cecchini for Laura Boehme

- Technology Advisory Committee provides a communication link with ITS department and prioritize initiatives.
- The original membership table left off voting rights for eLearning Representative.
- Add IT Project Manager to the committee membership to help look at the human resources needed for each project. Dan noticed that the voting rights were missed on the documentation.

Action:

Motion to revise TAC Membership and voting 1st reading with addition of voting rights to IT Project Manager.

Motion made by Jenni Newby, seconded by Ozz Smith

☑ Motion passed unanimously by all members present

B. Learning Outcomes Assessment Committee (LOAC) Membership revised (Consent Agenda) – Vickery Viles

- Membership changes to LOAC has been approved by Academic Affairs Committee and is being brought to CAC for GPM updates.

Action:
Motion to approve membership changes to LOAC in the GPM

Motion made by Jenni Newby, seconded by Susan Galecki

☑ Motion passed by 6 members
1 member abstained

Tony proposes the committee look at the Video Monitoring Policy. Amy Harper suggested to put this on hold awaiting the outcome of the CPS Work Group.

Justin Koon moves to adjourn this meeting, Owen Murphy seconded the motion, motion carried.

Meeting adjourned 10:26 am.

NEXT MEETING: December 7, 2018, 10:00am – 11am, Boyle Boardroom