All College Council
Agenda
April 21, 2023, 9:00 a.m. - 10:30 a.m.
Virtual Via Google Meet

1) **Welcome/Introductions,** Attendees: Brooke Anderson, Edgar Soto, Francine Tupiken Ruelas, James C. Johnson, Jon Wesley, Marquis Vaughn, Phil Burdick (Proxy for David Donderewicz), Sean Mendoza, Valerie Vidal-King. Meeting began at 9:02 a.m.

2) **Approval of March 2023 minutes, All- Sean reminded all the March Minutes were sent for approval prior to the meeting using spaces.** Minutes were approved through spaces and minutes approval google form.

   https://docs.google.com/document/d/1A2PyVpkWYYKMc23Pbs0XvWODtgM00Vuj W5U0iJ6WkM8/edit

   https://docs.google.com/forms/d/e/1FAIpQLSdu4Yn7-ypTTfuZDbJIlkTFRZAVt3cuL8YGTDdTSxx543mHZQ/viewform?usp=pp_url

3) **ChatGPT and AI-** *Sean Mendoza-* Sean Mendoza: Because and that's the main. And what I want, the reason why I'm asking is because I would hate for us to have a conversation and have it go. Nowhere? Right. I would like to have the conversation. Like I would like everyone all the different shareholders together to talk about it. Yes. If there is a committee that might be led by the Provost office, I would like to have at least I would like to include certainly students as part of that as part of the discussion. And I think that, well, first thing we need to identify to see if there's even one One that even exists through the provost office, is that something that you can check into Phil? I would recommend that the acc's Kind of place in all this is to ask the Academic Affairs Committee to come up with policies. Procedures guidance regarding chat API, regarding the chat GPT and include all areas of the college as they do it. I mean, that would be, I think the acc's role is to direct academic affairs to do this. And then report back to ACC, that would be my recommendation. Sean brought for the recommendation and Brooke Anderson second the motion. No discussion. Phil Burdick will reach out to the Provost office and academic affairs about the motion and next steps.

4) **Update Approval of AP 1.06.01 Revisions**, All- Sean reminded all the approval for the revisions was sent prior to the meeting using spaces.
   https://docs.google.com/document/d/1ofLvf1Ou5lGMX6zgawVQjSsfWP6XoegWVSMsjC JofCg/edit

   https://docs.google.com/forms/d/e/1FAIpQLSc_MN8Uk4BOBqQ20L4g0zaA1E0pUMHV4 WGcF-B82yxKQE2Baw/viewform

Sean Mendoza: Added his revisions to the A.P. 1.06 document and also placed his comments on the document. Sean approved the document, but with a caveat that there is a discussion right now that's actually related to the shared governance. Depending on the outcomes from the conversation our role might change. Phil Burdick looked over the All College Council document and there shall consist of the following: The two governing board representatives, one faculty, one adjunct faculty and one representative by faculty Senate. That's great. Three PCC Staff Council members. Brooke Anderson brought up that we have working condition issues that ultimately go up through Aerc and Aerc is kind of like the top committee where everything is channeled. To the aerc with with policy change those kinds of things. And then ACC is really the top channel for our governance groups, right? Everybody on this board. And I thought, Yeah, man, that is a really good way to think of it because I hadn't really thought of it that way before it seemed like ACC was sort of this side group connected to Staff, Council student, Senate Faculty Senate. And administration, but it wasn't. Where we were all kind of, you know, like that's not where we were directing, what happens at the governance groups. There is some confusion on what the groups decide and where does that go? [Phil Burdick](...)brought up doesn't really give authority to and that the product of the shared governance committees must flow through ACC for approval or comment or whatever work is going to be laid out specifically? [Brooke Anderson](...), purpose for example, the Board of Governors, representative serving on this group for and what are they supposed to do when they're serving? How is that, how are they supposed to connect? These other governance groups to Acc.

Phil Burdick, Chief of Staff's Office has assigned all of the APs and BPS. All the administrative policies and procedures and the board policies and procedures to be updated. And this is one of them that's due to be updated. And this is all You know, ahead of the accreditation visit and it's time to revisit all of these. Anyways, so there isn't a deadline per se for this one. There are deadlines for other APs that are not shared governance related or departments. There is a lot of verbiage that needs to be updated.

Brooke brought up there should be an ACC board representative. The ACC monthly minutes will be included in the board packets as they have not been sent before and the streamline needs to be more open communication. Brooke would like to entertain the idea of an oral report from the ACC. Brooke Anderson brought it to the table for a motion and Sean Mendoza second the motion.

5) **Update Shared Governance Definition Update** - Jon Wesley, James Craig
   Jon Wesley: This piece, a couple of things were notable ones. Is that the faculty feel that they don't have a big enough role in the shared governance and maybe that's a Uh, due to poor definition of the process of governance. I, I don't know that there's a problem

there other than the process of governance isn't well modeled in our college. The other thing that is notable is that we don't include our community leaders in the model. To have an exchange with industry. So that needs to be looked at, but in the interest of the timing of our HLC, visit our assurance document and that I would say that I have a you know I have it with me because of timing but I have a definition that I put together in our current model and I would recommend that going forward throughout the year that we look at, adjusting the model to include business interest in our curriculum direction. Having a review of faculty's input in that discussion and reviewing this again before the Jon Wesley: The end of the year. So this document is reviewed if I'm not mistaken in November of each year. So maybe that's the target date to review this and make a substantial change to it. Sean Mendoza asked [Jon Wesley](#)to share the document in spaces.

Jon Wesley: So I've kind of been carting that around the, There's a document that I had started with a number of questions that have come up during discussions and different areas. And I was going to share that out to the Staff Council and faculty Senate. But the thing I want to bring back to this group is that this is a pretty big rabbit hole. It seems like if we pursue this path, we are not going to hit our target for our assurance document. And that's the question. Do you want to fix this in the, you know, moving up to that document and risk the miss Um, and not be prepared for that or do we want to go with a minor revision of what we have and then know that we need to do a major revision?

The component of including the business community. In the governance model, we don't have any structure at all about how that integrates, or how we track that in place. There are ideas, there are quite a few suggestions about, you know, who should be at the table that way when we are setting up our curriculum model and who we serve and at the other end of the spectrum, when students are leaving the college, how to track those people when they leave. So are the, If we are looking at governance in the full spectrum of what we do, our job is to provide for this curriculum that the community needs to assist people in. Sean Mendoza proposed a smaller revision and be able to hit the target. Phil Burdick suggested bringing in Wendy Weeks and the HLC consultant to this group. Invite leadership of the faculty senate, and hear from the working group. Phil will reach out to Wendy about trying to attend the next ACC meeting.

6) **Update Committee Goals**
   a) Defining Shared Governance more clearly and how it applies to the College
   b) Clearly defining the scope and purpose of ad hoc committees and work groups
   c) Institution-wide work on reducing DFW rates
   d) More robust ways of continually gathering and sharing the voice of students

   [Phil Burdick](#)does not have any updates on DFW or shared governance, but Phil and his area will be working on a very large community scan. The college has not done one for five years or more. What is involved is hiring an outside group. The

outside group would do polls as phone interviews with various demographic groups. ask questions about the perception of the college, where they support the college or whether you've heard of the college, We give them a list of about 20 questions to ask people and then that's kind of a general phone survey, like a political polling at the survey and then they, we break it down into focus groups of which students current students will be one students who applied, but did not come here would be another focus group and another focus group would be people with no post-secondary education, you know, would be another focus group and so they would kind of put that all together with what we call a community scan. And from there, you know, try to use that data. To make some informed decisions about marketing, communication both external and internal. So just so this group knows that's in the works.

7) **Updates**
    A. **DFW -** James Craig
    B. **Faculty Bios on Registration Pages**
    Phil Burdick: Phil had a conversation with Isaac. They're moving towards the solution that they presented to this group. They're working on some security issues. Apparently, with that software and trying to resolve them once that's done, I think, once we're approved that we can use and purchase this software, then, I think what we'll have to do is put together a group kind of a working group to go ahead and design the framework. What it looks like, what categories are important? What students want to know? What faculty want to share? And then once that's done, put together the technical pieces in place to make it happen, but also the design should be a collaborative effort with students and faculty and see if any other groups should be involved. The ACC group will be provided with a demo, once the ground and technical work have been done.

8) **Open Forum-** Sean Mendoza brought up student senator representative Marquis being added to spaces. [Francine Tupiken Ruelas](will follow up with IT and see what the problem is. IT followed up with Francine and informed her a new space would have to be created to add Marquis as an outside organization attendee was not chosen. The new space was created and Marquis is now added. Sean was about to adjourn the meeting, but Jon Wesley joined.

   Sean Mendoza adjourned the meeting at 9:49 a.m.