



**College Governance Council  
September 28, 2016  
Minutes**

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**Present**

Celia Esposito-Noy, Ed.D., Michael Wyly, Jacob Hinkle, Irene Camins, Radmehr Nowroozi, Shirley Lewis, J.D., Khadijah Adjabeng, Tina Abbate, Jeff Lehfeltdt, Christie Speck, Virginia Guleff, Erin Farmer, George Olgin, Kevin Anderson

**Absent**

Richard Crapuchettes, Tonmar Johnson

**Call to Order**

The meeting was called to order at 2:08 p.m. by Superintendent-President Dr. Celia Esposito-Noy.

**Approval of Agenda**

An additional item was added to the agenda: "Spring 2017 Important Dates and Deadlines."

It was moved by Michael Wyly and seconded by George Olgin to approve the agenda as amended.

The motion passed unanimously.

**Approval of Minutes**

The Minutes of August 24, 2016 were approved by consensus.

**Public Comments**

There were no public comments.

## **College Name**

Superintendent-President, Dr. Celia Esposito-Noy shared that there is a proposal that is currently in the discussion phase regarding changing the name of the college from “Solano Community College” to “Solano College.” This proposal came forward in conjunction with the Substantive Change report for the BA Degree in Biomanufacturing that the College submitted to ACCJC. The district name would remain the same, “Solano Community College District.”

Committee members asked about data from the Branding report that was done for the college and what would be best for marketing purposes and the BA degree. Superintendent-President, Dr. Celia Esposito-Noy stated that none of the 14 schools that are part of the BA pilot program have the word “community” in their college name.

It was suggested that the Branding report be brought to the Council for review and discussion. Michael Wyly stated that he would like to have copies sent to Council members before the next meeting, if possible.

Superintendent-President, Dr. Celia Esposito-Noy asked that Council members take the name change proposal back and survey their constituents regarding their thoughts, interests, opinions, and concerns. The branding report will be placed on the October 12 meeting agenda for review and discussion.

## **Spring 2017 Important Dates and Deadlines**

A revised draft dated 9/23/16 of the Spring 2017 Important Dates and Deadlines was reviewed. It is being proposed that Sunday, January 29, 2017 be designated as the last day to add a full-term class and the last day to drop a full-term class.

Tina Abbate stated that she thought that Monday, January 30, 2017 would be a better day, as often times students have problems with the online system and need assistance from Admission and Records. This would not be possible on a Sunday.

Superintendent/President Dr. Celia Esposito-Noy will check Title 5 regulations to see if this could be moved to Monday. If not, then the date will remain on Sunday, January 29.

## **Board Policy 5080 Fees**

Superintendent-President Dr. Celia Esposito-Noy brought forward a proposal from John Mullen related to refunds for the Health Fee and Student Center Fee. Currently these fees are only refunded if the student drops all courses prior to the start of the term. The new proposal provides for a refund if all classes are dropped prior to the drop deadline.

It was the consensus of Council members that the new proposal for the Health Fee and Student Center Fee be approved.

### **Transportation Fee**

In September, 2016 the student body voted to institute a mandatory transportation fee that would allow students to purchase a bus pass for a graduated amount of \$3.50 up to \$10 depending upon the number of units the student is enrolled in. A structure and procedures for this needs to be put in place, as the Bus Company is requiring that if a student drops all classes for the semester, that the bus pass needs to be returned.

### **Academic Affairs Board Policies and Procedures Revisions**

Michael Wyly, Academic Senate President, explained that the Academic Senate has been working on updating the Academic Affairs Board Policies and Procedures, which include incorporating recommended changes/additions from the Community College League of California's Policies and Procedures Service. The Senate completed reviewing the policies/procedures listed below and has approved them to go forward to the College Governance Council.

Michael Wyly reviewed each policy/procedure with Council members, and noted the changes that were made:

- BP & AP 6020 Open Enrollment in Courses
- BP 6030 Required Instructional Materials
- BP & AP 6040 Credit-By-Exam
- BP 6070 Final Exams
- AP 6115 Distance Education
- BP 6120 Weekend Classes
- BP 6130 Instructional Program Advisory Committees
- BP 6203 Honorary Degrees
- BP 6210 Catalog Rights
- BP 6220 Standards of Scholarship
- BP & AP 6400 Field Trips and Excursions
- BP 6410 Grading and Academic Record Symbols
- BP & AP 6411, Grade Changes
- BP 6412 Grade Record Retention
- BP 6420 College Catalog
- BP 6430 Academic Freedom
- BP 6510 Athletics

Interim Vice President Virginia Guleff stated that Administrative Procedure (AP) 6115 Distance Education, may need to also have a Board Policy. She will check into this.

It was moved by Jeff Lehfeldt and seconded by Christie Speck to approve the Academic Affairs Policies and Procedures packet as presented.

The motion was unanimous.

These policies and procedures will now be forwarded to the Governing Board Policies and Procedures subcommittee.

Superintendent-President Dr. Celia Esposito-Noy shared that Debbie Travis is being hired to work on updating Board Policies and Procedures campus-wide in an effort to make sure that everything is updated prior to the College's Self-Study in 2017.

### **C-RAC Project on Graduation Rates**

Superintendent-President, Dr. Celia Esposito-Noy reviewed a letter from ACCJC regarding the C-RAC project on graduation rates. This project will look more closely at those institutions whose graduation rates fall below 25% for four-year degree granting institutions and 15% for two-year degree granting institutions. Nineteen ACCJC institutions have a graduation rate of 15% or less. Solano College is listed as having a 25% graduation rate.

Over the next year, ACCJC will be working with these institutions to examine student success. At the end of the year, C-RAC will create a report on what the regional accreditors find. Part of the deeper examination will be to look at the accuracy of the Scorecard data and additional data that help measure student success.

### **Adjournment**

There being no further business, the meeting was adjourned at 3:05 p.m.

Respectfully submitted by Laurie Gorman, Executive Coordinator, Academic Affairs