

## **Descriptions of College Council and its Role**

**College Council** Gathers input from all constituency groups and makes recommendations to College President, particularly on college goals, strategic planning, budget matters, facilities, planning, accreditation, and other college-wide matters.

*from Glossary of Committees, Decision Making Document (16).*

<http://www.bakersfieldcollege.edu/collegecouncil/dmtf/DMTF-16nov10.pdf>

To address college-wide issues through a collaborative, integrative approach, promoting greater communication that is accessible to the college campus at large, and to facilitate timely and effective decision-making efforts.

*from Committee Charge, Decision Making Document (28).*

<http://www.bakersfieldcollege.edu/collegecouncil/dmtf/DMTF-16nov10.pdf>

### **BAKERSFIELD COLLEGE COUNCIL**

*Adopted: April 3, 2009*

#### **CHARGE OF THE COUNCIL**

College Council is a collegial consultative body designed to serve the good of the College. The group facilitates timely, factual, and clear communication between constituents and the President as a means to develop recommendations to the President for decisions on College-wide issues. [e.g. Budget (use of unallocated resources & dealing with cuts or enhancements), Planning (2012 & enrollment management), Accreditation (self-study, midterm report, etc.), Facilities (swing-space, construction & new sites).]

#### **DUTIES OF MEMBERS**

Members of the Council fill a unique place in the College's structure. As members, they are the primary and most visible representative of their constituent groups. They set the standard for civility, candor, and accuracy in collegial discussion, within Council meetings and in their interactions with others in the college community. Members are conduits of information to and from the groups they represent. They should strive to understand and accept diverse points of view while attempting to reach a consensus to best serve the College as a whole. Members should expect to communicate regularly with the constituent group(s) they represent.

#### **PROCEDURES**

- Agendas, minutes, and support documents will be provided at least two (2) working days before any scheduled meetings. Members need to print and bring with them these materials. Members and guests who provide hard copy materials should provide twenty-two (22) copies.
- All members may submit items for the agenda directly to the President's Office at least one week prior to each meeting.
- The minutes will reflect actions and deadlines discussed. Issues and ideas should be reported without being attributed to specific Council members.
- Members will be provided a list-serve to use for reporting out and soliciting input from their specific constituents.
- Task-forces may be formed, for specific activities, from within and outside the Council to allow those with specific skills and expertise to participate.

- 10+1 and bargaining related issues will be vetted through the appropriate groups (Senate, CSEA, CCA).
- Guests will be invited as needed for their expertise; standing committees will provide presentations to College Council as requested; written committee reports should be distributed as available to the College Council list serve (bc\_collegecouncil).  
*GOAL: College Council website with links to college committee reports and information.*
- At the close of each session, time will be set aside to recap the meeting. The group will decide those issues that are to be taken back immediately to their respective constituent groups and those issues that should be deferred until the next meeting.

<http://www.bakersfieldcollege.edu/collegecouncil/charge.asp>

### **Relevant Recommendations from 2006 Self Study [my emphasis].**

#### **RECOMMENDATION 1**

In order to meet the standard and ***fully implement the planning processes*** that the college has put into place, the team recommends that the ***college provide training on the various planning processes***, including use of data in unit planning and program review, and set an implementation timeline that ensures ***completion of a full cycle of planning and broad-based evaluation*** (Standards I.B.6 and I.B.7).

#### **RECOMMENDATION 4**

In order to meet the standards, the team recommends the college develop and articulate an ***institutional strategic planning framework*** with links between campus planning, assessment, program review, curriculum and budget processes. In addition, the college should develop a system to provide information on programs, finances and these processes on a continuous basis to planning participants (Standard II.A, II.B, II.B.1, II.B.3, II.C, II.C.1.c and III.D).

#### **RECOMMENDATION 12**

In order to meet the standard, the team recommends that the College Council develop and adopt a formal document that contains by-laws, purpose of body, and membership; delineates function in regards to other participatory governance bodies; and includes other procedural guidelines (Standard IV.A.2).