



Date: November 8, 2024  
Time: 10:00 – 11:30 a.m.  
Location: Zoom meeting

Attending	Absent	Guests
Tim Peterson, Chair		Kathy Smith
Tracy Crockett		Jacquelyn Coe
Allison Dickerson		
Krissa Harris		
Breana Sylwester		
Marilyn Waller-Niewold		
Thomas Wrisley		
Sara Henson		
Christina Grijalva		
Laurie Chesley, COCC President		
Kyle Matthews, Recorder		

Meeting called to order at 10:03 a.m.

1. Old Business

a. Review Minutes from October 18, 2024 Meeting – Tim Peterson

- Dickerson noted that she was absent during that meeting. Peterson concurred and requested the minutes be corrected accordingly.
- Motion to approve the meeting minutes with the requested correction.  
Motion made by Allison Dickerson. Seconded by Tracy Crockett.
- Motion approved by all voting members present.

d. Inclusive Access Course Fees for Winter 2025 Term, 2<sup>nd</sup> Reading – Frank Payne

- Peterson asked if anyone knew what technologies are required to access inclusive access course materials.
  - Grijalva explained that students taking online classes need a laptop or central processing unit. They can also use a tablet or smartphone if they download the mobile app for Canvas, as well as any mobile apps required to access a publisher’s content.
  - Peterson asked if using any of these mobile apps require paying extra fees.
  - Grijalva said any mobile app fees would be included with any course fees, so students do not need to pay to use these apps. Faculty members put the registration for text-books and publisher’s materials in the Canvas course for students to access these materials.
  - Peterson asked whether this practice could replace textbooks for a course.
  - Grijalva said that could be the case for some classes, in which the student would pay an inclusive access course fee instead of purchasing a textbook. The course fee includes access to the textbook. Any student taking an online or hybrid class must have access to the required technologies, so COCC’s computer labs and technology lending program allow access for students who might not be able to afford them.



- Motion to approve the second reading of the proposed inclusive access course fees for the Winter 2025 term.

Motion made by Marilyn Waller-Niewold, seconded by Thomas Wrisley.

- Motion approved by all voting members present.

## 2. New Business

### a. Proposed Change to the College Affairs Committee (CAC) Policy: G-6-2, 1<sup>st</sup> Reading – Tim Peterson

- Peterson explained that the proposed change to the CAC policy was to reflect the COCC Board of Directors' decision to no longer have a representative serve as a non-voting member of the CAC. He read aloud an excerpt of an email that Chesley had sent to the CAC before their first meeting of the academic year, which explained that serving on the CAC was not consistent with the Board's policy of governance. The email also noted that there are other ways for COCC personnel to interact with Board members.
- Peterson asked how there might be confusion in the roles of the Board and the President if a member of the Board served on the CAC.
  - Chesley explained that the Board operates on a policy governance model. They give direction to the President and no other COCC employees. It is the President's role to give the College direction by participating in shared governance, and it is the role of the College's employees to give specific operational direction. A Board member and a President sitting on the same committee has potential for disagreement, even if neither of them can vote, and that can make it unclear who has authority. Another concern is that one Board member cannot give the President specific direction. Only the full Board can do that. One detail that Chesley did not include in her email is that the Board likes to know what is happening at COCC, but during her time as President, the issues discussed in CAC meetings have been primarily operational, rather than high level discussions that would normally be brought before the Board. At the request of members of the CAC and the Shared Governance Committee (SGC), Chesley has made efforts to elevate the role of the CAC, but it has primarily been operational. The Board was of the opinion that this was not the best use of their time as they try to keep their focus at a high strategic level.
- Smith said the SGC had discussed the matter. She noted that the CAC had not always been a purely operational committee. It was more involved with higher-level issues in the past, discussing issues that involved the whole College, as well as community members. Examples included establishing a smoking policy, deciding whether campus safety specialists should wear body cameras, and deciding whether to install security cameras in COCC's buildings. Since the COVID-19 pandemic, Smith has seen less interaction between COCCs' employees and upper management. In reference to the responsibilities of the Board listed in Chesley's email, the SGC discussed the Board's role in hiring, evaluating and (if necessary) terminating the President. A Board member attending CAC meetings could be an opportunity for them to observe how the President interacts with COCC employees, and therefor inform the Board's evaluation of the President. Smith suggested that faculty and staff are often too intimidated to speak during open comment sections of Board meetings, but they usually feel freer to speak at CAC meetings. There was also concern about the timing of this decision from the Board as the College is currently searching for a new President.



- Coe added emphasis to the benefits of a Board member regularly observing and learning what is happening at COCC. She acknowledged that the roll of the CAC has changed in recent years, and it may not be the best use of Board a member's time, suggesting that the Board member's role on the CAC could be reevaluated.
  - Smith added that, if the CAC's agenda only included course fees or other matters that the Board might not be interested in, a Board member might not be expected to participate. But they could attend other meetings where COCC faculty and staff could feel safe to share their opinions.
- Henson understood the Board's decision as it was explained in Chesley's email. She echoed the concerns brought forth by Smith and Coe. She also noted that the CAC has been the only regular place where COCC personnel could regularly interact with a Board member—outside of making a presentation at a Board meeting—and share their ideas. Are there other ways that Board members could regularly interact with COCC personnel? Henson acknowledged that each member of the Board has a busy schedule and serves the College as publicly elected volunteers.
- Chesley concurred that there could be more regular opportunities for Board members to interact with COCC personnel and suggested that the Board would be interested in discussing this further. She did not think the CAC would be the best forum for that. There are other opportunities for the Board to observe how the President interacts with College personnel. Chesley also noted that the President's evaluation process includes several phone calls from Board members to senior staff, union heads and other individuals that the President regularly works with regarding the President's evaluation. These conversations are confidential and the Board compiles everyone's comments into common themes they have observed for the evaluation. Chesley acknowledged that some people would be intimidated to speak openly with the Board, but there are others who are not. She has observed this on several occasions at every institution she has worked for. There are college students, faculty and staff members who will exercise their rights to express their concerns about what is happening at their institutions. One solution could be to invite Board members to more events throughout the year, but it is ultimately up to each Board member whether they decide to attend. In regards to the presidential search campaign, Chesley suggested that having a Board member regularly participate in CAC meetings could prove problematic for a new President. She also noted that she regularly updates the Board about what is happening at COCC, and it is not in her or any President's interest to not maintain transparency with the Board. Chesley has always disclosed any controversies happening at the College with the Board, including decisions she has made. For example, she shared with them the high-level results of the Great Colleges to Work For survey that had been completed by COCC's faculty and staff, including negative feedback. (Detailed findings of this survey will be shared with the Board and the rest of the College in December.)
- Peterson asked if anyone could speak to the historical precedent of a Board member serving on the CAC as a non-voting member. Did the Board have different responsibilities when that decision was made?



- Chesley suggested that it was related to the prevailing model of policy governance at community colleges. There are other models of college boards where boards are more involved in college committees.
- Chesley offered to ask for the Board Chair to meet with the CAC to further explain this decision. It would ultimately be up to the Chair whether this meeting would take place, but she reiterated her suggestion that the Board would be open to discussing other opportunities for Board members to interact with COCC personnel. She noted that the Board's decision to no longer participate with the CAC was unanimous.
- Peterson reminded the CAC that this proposal had been brought forward in order to give everyone a chance to publicly comment on the Board's decision.
- Motion to approve the first reading of the proposed change to G-6-2.  
Motion made by Tracey Crockett, seconded by Krissa Harris.  
 Motion approved by all voting members present.

Motion to adjourn the meeting.

Motion made by Allison Dickerson, seconded by Tracy Crockett.

Meeting adjourned at 10:43 a.m.

NEXT MEETING: Friday, December 13, 2024 at 10:00 a.m. via Zoom