



COLLEGE COUNCIL MEETING
Thursday, May 8, 2008
Admin #109, 3:00 p.m. – 5:00 p.m.
DRAFT

Members: C. Castillo, W. Chenoweth, R. Covington, C. Espinosa-Pieb, R. Griffin, A. Guevara, F. Milonas
for R. Hansen, J. Hawk, L. Jeanpierre, L. Jenkins, A. Khanna, A. Kramer, A. LaManque, S. Larson,
A. Lin, J. Montgomery, B. Murphy, O. Patlan, R. Sami, M. Spatafore, J. Swensson, M. Winters

Patsy Mireles, a student from Santa Clara University joined this College Council meeting.

I. The College Council minutes of April 24, 2008 were approved by consensus.

One correction was noted on Burning Issues, Quick News and Wrap Up section. "W. Chenoweth requested feedback on the shared governance policy not website management policy."

II. EIS Update

K. Kyne provided an overview of the Educational Information System with the assistance of Chien Shi. She presented information regarding production, development test stages, migration and production timelines. Discussion followed regarding the functional team responsibilities in relation to the Executive Steering Committee, review of scheduling and email software integration, customization vs. differentiation of the system.

III. Textbook Costs/Rentals

A pilot program regarding textbook rentals is beginning with proposed guidelines and a \$10,000 grant to start. Priority guidelines include texts used every quarter, texts used for 2-3 years, texts with increasing costs, general education courses, and textbooks across disciplines. The Academic Senate raised the question of how many students purchase textbooks? Faculty can suggest a textbook for rent which will be available at a lower cost to students. We are in the process of exploring CHEGG, a commercial textbook rental company. Discussion followed regarding:

- Need better ways to implement cost reduction
- Books on reserve in the library
- Financial Aid

Draft policies 4185, "Publication of Instructional Materials" and 4186, "Intellectual Property" were distributed for review. These policies are being reviewed at the APM meeting next week and will be forwarded to college council afterwards.

IV. Grade Documentation

Several questions about grade documentation are under discussion in the Academic Senate:

How long do faculty need to retain grade documentation?

What is the faculty obligation?

Is there a reason to change it?

Foothill keeps documentation for 2 years while De Anza keeps theirs for 5, should the timeframes be the same?

How long can grades be challenged?

Legally, what is the requirement?

With the move to on-line grade submission, Admissions and Records is recommending that any documentation other than grades, grade scale, and attendance be kept with the divisions or the individual faculty members. The Academic Senate will take the lead in presenting this policy change.

V. Governance Project

The Governance Web Site Management Policy was passed unanimously by college council. W. Chenoweth and A. Kramer provided updates on the governance project. It will soon go live with W. Chenoweth continuing to maintain the site until others have received training on the OmniUpdate content management system. The College Council co-chairs will provide general oversight to the content of the top level governance site and co-chairs of each committee will be responsible for the content of their respective areas.

VI. Burning Issues, Quick News and Wrap Up

- Kudos to J. Swensson who spearheaded the Fujitsu Re-naming event on May 6.
- Congratulations to the ICCE & Language Arts who organized the De Anza Litfest event May 5-8. Guest speakers included Reggie Cabico, Francisco Jimenez, Al Young and Marilyn Chin.
- Equity = Excellence Conference with Ron Takaki and James Banks was a successful event.
- Congratulations to Eden Hsu who has been accepted into the Haas School of Business and to Rahela Sami at UC Berkeley.
- DASB student elections are taking place – more progressive platforms and international students are expressing interest. R. Griffin lobbied for outside library banners.

The meeting adjourned at 4:45 p.m.