Minutes of the April 3, 2008 meeting

I. Approval of the minutes from the March 6 meeting.

II. Reports from the Committee Chairs
   
   A. Communication Committee (Francine Podenski)
      The Communication Committee gave a presentation on the website design and the related survey. The committee will present its final recommendation to the CAC at their May meeting.
       There was a discussion on the Trademark Program. The members of the CAC and Dr. Robinson clarified some ground rules;
       • Technically, every project involving Ram Trademarks, such as registered artwork, should be approved by the Trademark Office.
       • Marketing Office or small scale projects that do not involve the Ram Trademarks do not need to be approved by the Trademark Office.
       There was additional discussion on blank approval for internal use, and not to standardize small, internal projects, except major projects and fundraiser events. At the next meeting, Dr. Robinson will talk about the Ram crest on the registration tickets.
   
   B. College Diversity Committee (Dr. Don Q. Griffin and Dr. Alice Murillo)
      Grow Your Own (GYO) was set up in a way that departments involved in the program would set aside sections for GYO candidates to teach, which would constitute a probation period. However, in some cases a new layer of evaluation was created by some departments, inconsistent with the original agreement. This practice needs to be reviewed and corrected. Further communication will have to be developed between the GYO program and the department chairs. The chair should be brought into the process earlier and the application should go through the department chairs before it is accepted into the GYO.

   C. Committee on Information and Public Record (Attila Gabor)
      On March 10, the committee will meet with Doug Comstock who is helping to draft the proposed College Sunshine Ordinance document. The Committee will also talk about the Shared Governance Evaluation System as requested of the CAC. The evaluation will be conducted during the 2008-2009 academic year.

   D. Information and Technology Policies Committee (David Yee)
      The ITPC did not have quorum at their last meeting. However, the Website Privacy Statement is being reviewed by a workgroup of the ITPC and will be on the agenda of the ITPC for approval at their April 25, meeting. If approved by ITPC the Website Privacy Statement is going to come to CAC for approval before it can be presented to the Board of Trustees.

III. Classified Staff input in the Administrators’ Evaluation
      The classified are seeking an equal access for input in the administrators’ evaluation for classified as well as the faculty. This topic will be further discussed. Steve Herman suggested changing the administrators’ evaluation from the current yearly cycle to a less frequent one.

IV. Other Business and New Items
      Leslie Smith announced that on Friday, April 7 at 10:00 a.m. there will be a rally at the Ram plaza to protest the proposed budget cuts for community colleges.