

Present: Richard Armenta, Terry Bazan, Yolanda Chapa, Kathleen Christensen, Steve Christopher, Virginia Fraire, Donna French, Dorado Kinney, Linda Kluck, MaryJane McReynolds, Soon Merz, James Nelson, Clark Peterson, George Reyes, Cheryl Richard, Clint Rodenfels, Lauren Sebel, Tim Self, Brian Smith, Derek Thomas, Nancy Worlds

Absent: Hector Aguilar, John Barlow, August Chen, Traci German, Gary Hampton, Amber Kelley, Brette Lea, Christina Michura, Linda Moeller, Jamie Powell, Patty Salazar, Patti Singleton, Audra Sneed, Louella Tate, Paul Theobald, Von Wright, Ellen Wuertz

Guest (s): Britni Mullen, David Clauss, Cody Fleetwood, Susan Jones

1. American Youth Works – Clint Rodenfels

**David N. Clauss**

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**Britni Mullen**

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American Youth Works serves disengaged youth, ages 17-24, to help them finish high school. Currently American Youth Works partners with ACC:

- CNA (Certified Nursing Assistant) program through CE
- Offering dev ed courses at American Youth Works
- YouthBuild, hands on job training, offered by the construction trades

2. Approval of September 1, 2011 minutes, attached  
Approved.

3. Review for action, AR 3.01.001 Smoke Free Environment, attached

The members reviewed the Board Policy and the proposed Administrative Rule. The Council noted that this AR should have been officially presented to Student Services Council (SSC) for action. The Council will be recommending that the enforcement be a fine, enforced through the ACC police department. They also noted that Student Code of Conduct violations must be included in the student's educational record. Jim Nelson, Linda Kluck and Virginia Fraire will write revisions to the proposed AR for the Council to approve before the December 6, 2011 comment deadline, and forward to the Administrative Services Council.

4. AR #7.08.005 - Satisfactory Progress Policy for Financial Aid Recipients – FROM THE 10/6 AGENDA – APPROVED BY EMAIL  
Information item.

5. Deep Freeze – Susan Jones, SAC Lab Manager, Cody Fleetwood, Learning Lab computer technician

An informational report was given by Susan Jones and Cody Fleetwood, on a new software product that provides complete workstation security. This will be used in the Learning Labs, by IRT, and by IT. This has benefits to students and to faculty in that it addresses and solves the impediments that are currently encountered, such as restrictions on right-clicking. Students will be able to save files from within a web browser. Both faculty and students will be able to utilize secure USB keys, and they will be able to install programs to the computer from the web. A simple reboot is all that is required to get back to the original snapshot.

6. ACC Transfer Academy Data Summary Reports/Project – Virginia Fraire  
Virginia Fraire and Tim Self presented excellent information of three years with the Transfer Academy and 1 ½ years with the Ed Plan. The power point is **attached**.

7. Other items  
None

**8. Next Meeting, February 2, 2012, 3:30 p.m., #410**