



College Council  
 September 4, 2014  
 Administrative Conference Room, 350A  
 2:00 p.m.

Present: President Board, Joe Slovacek, Lisa Stephens, Mike Barrett, Greg Kost, Deanna Campbell, Jennifer San Nicolas, AnnaSue Eldridge, Laura Vasquez, Mike Campbell, Kim Blackwell, John Daly, John Stenger-Smith, Gale Lebsock, Christine Abbott, Heather Ostash, Kathy Salisbury, Corey Marvin  
Absent: Cameron La Brie, Kristin Hanle

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
<b>1. Call to order</b>		2:01		
<b>2. Reading of the Purpose of the Meeting</b>	Laura Vasquez			
<b>3. Approval of Minutes &amp; Action Items From May 1, 2014</b>	President Board/Laura Vasquez	<p>1. Student Senate was asked to review their purpose statement for accuracy and bring back recommended changes to the September meeting. Completion Date: September 4, 2014 Student Senate will report out once they have their first meeting and will bring recommended changes to the next meeting.</p> <p>2. Committees are tasked with reviewing their mission and purpose for accuracy as well as committee composition. A rubric should be developed after those reviews have taken place. Committees are also asked to review the Decision Making Model for changes. Completion Date: September 4, 2014 Committees have not met to review their mission and purpose. The new due date will be October 2, 2014            Action Item: College committees were asked to review their mission and purpose for accuracy as well as committee composition. Committees are also asked to review the Decision Making Model for changes. Completion Date: October 2, 2014</p> <p>3. College Council members will complete the electronic District Wide Decision Making Process survey and send back to Jennifer Curtis. Completion Date: May 5, 2014 Completed</p> <p>Minutes approved with no changes.</p>	x	
<b>4. Approval of Agenda</b>		Agenda approved with no changes.		

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<p><b>5. Reporting Committees</b></p> <p>a) Facilities</p> <p>b) Safety &amp; Security</p> <p>c) Technology Resource Team</p>	<p>John Daly</p> <p>John Daly</p> <p>Mike Campbell</p>	<p>a) The gym project was completed over the summer with the new HVAC. The occupational lab and welding area are 50 % complete. The Mammoth art expansion is 75% complete. Room 209 in mammoth is now being used for instruction. A full fire alarm inspection is being done and the company is expected to be back out on Monday to work on the deficiency list. The main building modernization project from DSA is due back in September. The sinks will be reviewed as a whole once we receive the project back from DSA. The KRV remodel is in the planning process with the restrooms being the first phase of the project. The KRV Foundation will be approached for support once we have a concrete plan for the remodel.</p> <p>b) The active shooter training was helpful for both faculty and staff. There is an active shooter training scheduled for September 27 in Bishop. There is a new IWV security guard so a change to the classroom emergency sheets has been completed. Extras are available for personal offices in needed. Flips charts and emergency procedure manuals will be updated this fall.</p> <p>c) Last year’s group was surveyed to see who could participate on TRT for the year. They still need one faculty member and one student. The east wing technology will be reviewed so that all rooms will be consistent. The computer labs were worked on this summer as part of the hardware replacement process.</p>		
<p><b>6. Associated Committees</b></p> <p>a) Budget Development a.1. Draft Adopted Budget</p> <p>b) Institutional Effectiveness</p>	<p>Gale Lebsock</p> <p>Corey Marvin</p>	<p>a) The draft adopted budget sheet was shared with the group. It was noted that the current utility budget is less than the total that was used last year and we will be working on ways to stay within the budget. The reserve may not be \$600,000 if we have items the potentially impact the budget that we may not be aware of. We currently have a decline in our FTES and are stabilized to our funding level. If the allocation model is applied as it is designed and we are not stabilized, we will experience a loss in funding next year. CSEA will start negotiations during 15-16 so this will also impact the budget. The budget committee is working on developing a rubric for evaluating resource requests.</p> <p>b.1) The Strategic Planning Survey was a result of the recommendations from ACCJC. One piece was a robust self-evaluation which took place at IEC, and the second piece</p>		

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b.1. Strategic Planning Survey Results		<p>was a survey out to the constituents. The results of the survey were reviewed with College Council. The lowest score was the budget development process so work will be done on improving each score. Overall college planning was the weakest due to not having an integrated planning process. IEC will be working hard on this area. At the October 16<sup>th</sup> College Council meeting the Annual Unit Plans will be read.</p>		
b.2. College Council Survey Results	Corey Marvin	<p>b.2) This year's College Council survey was revamped to include constituents. The constituents felt that the information from the meetings is not being shared effectively. It is important for the college to continue its ability to have open dialogue with information circulating freely with effective pathways especially in terms of planning. Based on the results, it appears as if this body needs to focus on developing a greater consistency on how the information is disseminated and brought back to College Council. It is important to be inclusive across the miles. It will be important to be intentional on the information we share with our constituents.</p>		
b.3. KCCD Climate Survey Results	Corey Marvin	<p>b.3) The KCCD Climate survey will be covered during consultation. Please review for a future discussion. The CCSSEE will also be brought to College Council and reviewed.  <b>Action Item: College Council members were asked to review the KCCD Climate Survey results for discussion at a future meeting. Completion Date: October 2, 2014</b></p>		
c) Professional Development	Corey Marvin	<p>C) The first meeting of the Professional Development committee was this week and they are looking forward to another adjunct professional development day in November. Adjuncts would like more opportunity to sit down with other adjuncts to see what they are doing in their classrooms.</p>		
d) Accreditation d.1. New Standards	Corey Marvin	<p>d.1) New standards have been set by ACCJC helping to eliminate redundancy and are focused more on the college. One of the key standards is institutional set standards. The Accreditation Steering Committee will be meeting this year to start reviewing. The mid-year report will be started in October with hopes of finishing it by May 2015. The composition of the committee has been changed to be more effective. The follow-up report was shared with the group and will be submitted by the end of September for submission to ACCJC by the deadline of October 15, 2014. College Council members were asked to review the follow-up report for questions.  <b>Action Item: College Council members were asked to review the follow-up report and bring back questions to the September 18, 2014 meeting. Completion Date: September 18, 2014.</b></p>		

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<b>7. Constituency Reports</b> a) Academic Senate  b) Classified Senate  c) Student Government  d) Consultation Council d.1. First Meeting - September 23, 2014  e) CCA  f) CSEA	Laura Vasquez  Kim Blackwell  Cameron La Brie Laura Vasquez  Laura Vasquez  Christine Abbott  Mike Barrett	a) A report out for College Council will be given at each one of the meetings for transparency and communication.  b) The first meeting for the E-Board is scheduled for September 12, 2014.  c) No report  d) First meeting is scheduled for September 23, 2014.  e) First meeting was held yesterday. Negotiations are ongoing.  f) Ratification meetings were held over the summer to change the salary schedule. Ongoing negotiations are happening for outliers and those in a flexible schedule. Mike Barrett will step down from the negotiations team and will be replaced with Rochelle Sutton. A retirement resource person has been added to the chapter to help CSEA members.		

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<p><b>8. Discussion Items</b></p> <p>a) Review of Participatory Governance</p> <p>a) Revisions to Participatory Handbook</p> <p>c)Revising Strategic Plan Process – Calendar Dates</p>	<p>President Board/Laura Vasquez</p> <p>President Board/Laura Vasquez</p> <p>President Board/Laura Vasquez</p>	<p>a) <i>Participating Effectively in District and College Governance</i> was reviewed. A review of participatory governance was highlighted. It was shared that we are now receiving funding to assist in diversity throughout the college. The law of governance was highlighted. College Council is not a closed session and we are not governed by the Brown Act.</p> <p>b) A draft copy of the changes to the Participatory handbook that was discussed at the May meeting was shared. The following changes were noted:</p> <ol style="list-style-type: none"> <li>1. How committees are evaluated needs to be discussed in depth but we should add a generic comment to the book.</li> <li>2. Compositions for the committees should be removed.</li> <li>3. Page 24- we need to show a chart on how we go about making our decisions.</li> <li>4. Appendix on page 35- academic senate budget is in the process of review.</li> </ol> <p>Action Item: College Council members were asked to review the Participatory Handbook for changes and bring back to the September 18, 2014 meeting. Completion Date: September 18, 2014.</p> <p>c) A subcommittee needs to be developed to work on our strategic plan. Bring your calendars to the next meeting to see who can serve on the committee. Chancellor Serrano will be visiting the IWV campus on September 18, 2014, to discuss district wide decision making process.</p>		
<p><b>9. President’s Report</b></p> <p>a) Annual Astrological BBQ &amp; Star Party – September 26, 2014</p>	<p>President Board</p>	<p>a) The annual Star Party is scheduled for September 26, 2014, starting at 5:30pm. The food is being donated and will be prepared by Cerro Coso Community College staff. Tickets are \$10 per person.</p>		

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<b>10. Review of Action Items</b>		<ol style="list-style-type: none"> <li>1. College committees were asked to review their mission and purpose for accuracy as well as committee composition. Committees are also asked to review the Decision Making Model for changes. Completion Date: October 2, 2014</li> <li>2. College Council members were asked to review the KCCD Climate Survey results for discussion at a future meeting. Completion Date: October 2, 2014</li> <li>3. College Council members were asked to review the Accreditation Follow-Up Report and bring back questions to the September 18, 2014 meeting. Completion Date: September 18, 2014.</li> <li>4. College Council members were asked to review the Participatory Handbook for changes and bring back to the September 18, 2014 meeting. Completion Date: September 18, 2014.</li> </ol>																		
<b>11. Miscellaneous</b>		<ol style="list-style-type: none"> <li>1. A session on where documents reside on our website will be added to a future meeting.</li> <li>2. There was a suggestion to see if the CCSSEE has any tools that can be used for faculty and staff.</li> <li>3. A recommendation was made to have a regular college hour for our faculty and staff like the one at ESCC. This would enable us to increase communication and address the variety of ways in order to do this.</li> </ol>																		
<b>12. Future Agenda Items</b>		<ol style="list-style-type: none"> <li>1. Unit Plan Presentations to College Council–October 16, 2014</li> <li>2. District Budget Allocation Model – TBD</li> <li>3. CCSSEE Survey Results</li> </ol>																		
<b>13. Future Meeting Dates</b>		<table border="0"> <tr> <td><del>September 4, 2014</del></td> <td>February 5, 2015</td> </tr> <tr> <td>September 18, 2014</td> <td>February 19, 2015</td> </tr> <tr> <td>October 2, 2014</td> <td>March 5, 2015</td> </tr> <tr> <td>October 16, 2014</td> <td>March 19, 2015</td> </tr> <tr> <td>October 30, 2014</td> <td>April 2, 2015</td> </tr> <tr> <td>December 4, 2014</td> <td>April 16, 2015</td> </tr> <tr> <td>January 22, 2105</td> <td>April 30, 2015</td> </tr> <tr> <td></td> <td>June 4, 2015 (if needed)</td> </tr> </table>	<del>September 4, 2014</del>	February 5, 2015	September 18, 2014	February 19, 2015	October 2, 2014	March 5, 2015	October 16, 2014	March 19, 2015	October 30, 2014	April 2, 2015	December 4, 2014	April 16, 2015	January 22, 2105	April 30, 2015		June 4, 2015 (if needed)		
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<b>14. Adjourned</b>		3:58 pm																		

Meeting Chair: President Board

Recorder: Jennifer Curtis

**O** Open/**C** Closed