



College Council
 April 16, 2015
 Administrative Conference Room, 350A
 2:00 p.m.

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

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order		2:03pm		
2. Reading of the Purpose of the Meeting	Laura Vasquez			
3. Approval of Minutes & Action Items	President Board/Laura Vasquez	Minutes approved. The final Strategic Plan Targets document was approved. No action items.		x
4. Approval of Agenda	President Board/Laura Vasquez	Remove 8.b) Strategic Plan. Strategic Plan Target Document - Add bullets to the last CC Strategies. Strategic Plan Target document was approved with the one change. Agenda approved with the one change.		x
5. Reporting Committees a) Facilities b) Safety & Security c) Technology Resource Team	John Daly John Daly Mike Campbell	a) Main Building Modernization – Swing space will be the villages and the plans should be ready next week. Three jobs were bid this week and should start in May. The jobs consist of painting of the gym offices, east wing upgrade, and the elevator project. Buying of boxes for the move has started. Please start taking personal items home now so they don't get broken and don't have to be moved. b) The April 20 th fire drill has been cancelled and has been rescheduled for May 4 th , at 1:30pm. The alarm will sound but students and employees will not be required to leave the classrooms. It will be a simple phone test with a survey administered afterwards to see if there were any phone failures. Please respond to the survey. c) The main building modernization was discussed at the last TRT meeting and it was decided that the data center will be moved out of the main building to the LRC. All new lines for the phone will be installed May 4 th . The backbone of our fiber will be redone into a loop pattern that will help correct any problems that occur. The approximate start date of the fiber project will be after the approval		x

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
		<p>of the project at the board meeting. The fiber work must be completed prior to the main building move.</p> <p>Microsoft Skype for Business offers a product that can replace spark and will be rolled out on our campus. Zoom video is being looked at for a replacement of CCC Confer.</p> <p>A proposal was brought forward to reduce the IT budget by replacing the hard drives instead of replacing the entire computers.</p>		
6. Associated Committees a) Budget Development b) Institutional Effectiveness c) Professional Development d) Accreditation	Gale Lebsock Corey Marvin Corey Marvin Corey Marvin	a) The resource requests were the focus at the last few budget meetings. Current year and year to date budgets were reviewed and the committee will bring their recommendation to College Council April 30, 2015. b) No report c) No report d) No report		x
7. Constituency Reports a) Academic Senate b) Classified Senate c) Student Government d) Consultation Council e) CCA f) CSEA	Laura Vasquez Kim Blackwell Cameron La Brie Laura Vasquez Christine Abbott Julianna Maikai	a) No report b) No report c) The outdoor movie night was just approved. The movie will be Big Hero 6 and will be shown on April 24 th , at 7:45pm, in the sculpture garden. Admission is free. d) No report e) Getting close to settling the contract. f) Voted on the constitution and bylaws and they were approved.		x
8. Discussion Items a) Budget Allocation Model b) HR Program Review c) Financial Aid Disbursement Schedule	Tom Burke President Board Heather Ostash	a) Tom Burke, Chief Financial Officer, discussed the budget allocation model. b) A review of the HR Program Review document was provided. The marketing area was highlighted so that everyone is aware of the areas and publications that Human Resources advertises for open positions. Resa Hess did a great job on the HR Program Review document and it should be used as a model for the other program reviews. c) The Financial Aid Directors have recommended a disbursement schedule to hopefully lessen how much must be written off. The recommended schedule will		

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
		start with a disbursement of 25% of the aid before the semester, and then the week after census 25%, with the final disbursement the week after the 50% date. There are book advances available for students so this will help with the costs of books beforehand. Under financial aid regulations, if the student completes 60% of the class they do not owe any of the money back. This distribution is in line with best practices. This data will be tied to the student success data.		
9. President's Report	President Board	No report		
10. Review of Action Items	President Board/Laura Vasquez	No action items.		x
11. Miscellaneous			x	
12. Future Agenda Items		a) Honors Program - Program Review b) Parking Statistical Report	x	
13. Future Meeting Dates		<p>College Council Dates</p> <p>September 4, 2014 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, 2015 April 30, 2015 June 4, 2015 (if needed)</p> <p>Strategic Planning Calendar Dates</p> <p>October 2, 2014 February 5, 2015 October 23, 2014 February 19 or 26, 2015 December 4, 2015 February 26, 2015 (If Needed) January 22, 2015 March 5, 2015 January 29, 2015</p>		
14. Adjourned		3:49 pm		

Meeting Chair: President Board

Recorder: Jennifer Curtis

O Open/**C** Closed



College Council
 March 19, 2015
 Administrative Conference Room, 350A
 2:00 p.m.

Present: President Board, Laura Vasquez, Juli Maikai, John Daly, Mike Campbell, Kristin Hanle, Kim Blackwell, Corey Marvin, John Stenger-Smith, Christine Abbott, Gale Lebsock, Lisa Stephens, Anna Sue Eldridge
Absent: Joe Slovacek, Greg Kost, Deanna Campbell, Heather Ostash, Cameron La Brie
Guest: Paula Suarez

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order		2:08 pm		
2. Reading of the Purpose of the Meeting	Laura Vasquez			
3. Approval of Minutes & Action Items	President Board/Laura Vasquez	Change 5.c Easter Wing to East Wing Minutes approved with the one change. 1. Corey Marvin will provide the data and the recommended targets for the strategic plan objectives. Completion Date: March 19, 2015 On agenda. 2. Jennifer Curtis will make sure that Resa Hess has been added to the online directory. Completion Date: March 5, 2015 Completed		x
4. Approval of Agenda	President Board/Laura Vasquez	Add 8.d Enrollment Management Task Force Agenda approved with the one addition.		x
5. Reporting Committees a) Facilities b) Safety & Security c) Technology Resource Team	John Daly John Daly Mike Campbell	a) The Facilities committee met last week and is working on the 437 MOM account and the projects that are paid out of that account. b) Will discuss during the main building modernization update. c) No report		x
6. Associated Committees a) Budget Development b) Institutional Effectiveness	Gale Lebsock Corey Marvin	a) The Budget Development committee met Monday of last week and Tuesday of this week with area representatives to discuss resource requests. No allocation is available yet. b) The Institutional Effectiveness committee met Monday for the first time this semester. They discussed institutional set standards and the Enrollment		x

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
<p>c) Professional Development</p> <p>d) Accreditation</p>	<p>Corey Marvin</p> <p>Corey Marvin</p>	<p>Management Task Force report.</p> <p>Institutional Effectiveness The state has added the following four items for which we need to set targets.</p> <ul style="list-style-type: none"> • Student outcomes • Accreditation • Funding • Programmatic compliance <p>It was shared with us that technical assistance teams are being formed to assist colleges on the areas they request. This is a system response to the ongoing accreditation issues that California is experiencing. We must set our targets by June 30, 2015.</p> <p>c) The Professional Development committee met yesterday and is working on a high profile guest speaker for next year, Diego Navaro. Possible dates are being looked at now. Their Resource Request Analysis was submitted and they are looking at additional items for faculty beyond faculty flex days for professional development credit.</p> <p>d) The annual report is due at the end of the month. The midterm report will be due by the end of the semester on campus so we will definitely meet the ACCJC October deadline.</p>		
<p>7. Constituency Reports</p> <p>a) Academic Senate</p> <p>b) Classified Senate</p>	<p>Laura Vasquez</p> <p>Kim Blackwell</p>	<p>a) The Academic Senate met today and the big discussion is the Computer Science program. There is an AA-T degree at the state so we can't, according to the legislation, offer a local degree if there is a transfer degree at the state level. Cerro Coso sent in the change to our degree three years ago and it was sent back because we were three units over. The degree has been sent to CIC for deactivation. The State Academic Senate understands there is a problem and they are suggesting we talk with our legislatures about increasing the number of units so that more college would not be excluded from offering a local degree.</p> <p>A task force was developed to look at changing the college hour to 3-4. They are requesting a student be present at the task force.</p> <p>b) The Classified Senate is currently working on Classified Appreciation Week. Three baskets were raffled off for St. Patrick's Day. Proceeds will go towards purchasing a refrigerator. Student Services groups are gearing up to register students.</p>		x

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
<p>c) Counseling Program Review</p> <p>d) Enrollment Management Task Force</p>	<p>Paula Suarez</p> <p>Corey Marvin</p>	<p>c) Paula Suarez provided a summary of the Counseling Program Review. College Council accepted the report.</p> <p>d) The Enrollment Management Task Force completed their work in January and submitted the report to President Board. The report is now being shared with various groups on our campus and is also posted on the college planning page. A review of the Enrollment Management Task Force document was provided. All recommendations were well researched by the committee and it was felt that this will take us to the next level. SSS&P will be the oversight to Enrollment Management going forward. It was recommended that we add a section to the Community Report of <i>Alumni-Where are they now?</i></p>		
<p>9. President's Report</p> <p>a) Main Building Modernization Update</p>	<p>President Board</p>	<p>a) The main building modernization project is moving forward. All occupants of the main building will be relocated with the exception of Science classes and the Science faculty. A safe path of travel will be provided for all who will be using the area. Barnes & Noble will going in to the Art Gallery.</p> <p>Tentative timeline</p> <ul style="list-style-type: none"> • Plans will come out of DSA at the end of March • Job will be advertised in April • Bidding will be done in May • Contract will go to the board meeting in June • July 1 start date <p>The parking lot and main building will start simultaneously. We do believe that the parking lot will come back online close to the start of the beginning of the fall semester. President Board publically thanked John Daly, Gale Lebsock, Mike Campbell, Tom Burke, and Eric Mittlestead for working through all of this. In addition, Mike Campbell has been working on getting all of the phones changed over to VOIP phones. Mr. Campbell has also been working on getting our internet service reconfigured so that we can move out of this building and still be functional, all the while getting the internet transfer paid for by the DO. A draft version of the placement of the offices was shared with College Council. We will need to come up with some great advertising to help our students understand what will be going on. We are looking at acquiring carts to transport staff and students from the gym parking lot over to the main campus since that is where the parking will be located until the main parking lot is back online. There are handicap spaces available on the side of the LAC. There will be escorts at night over to the temporary parking. There are plans for an electronic pass system in</p>		

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
<p>b) KRV Modernization Update</p> <p>c) 50% Law & Building a Balanced Budget</p>		<p>the new parking lot that can be accessed for day passes after hours. Parking permits will remain in effect. Estimate of costs for the parking lot will be \$500,000. Updates regarding the main building modernization will be placed in the President’s Brief and President Board will visit different groups around campus.</p> <p>b) The landlord at KRV is ready to begin the remodel on the bathrooms and should be completed by the start of fall. We just learned that the other part of the remodel must go to DSA so this will delay the start time. There will need to be some movement of classes for the bathroom remodel. If we don’t do a KRV Nursing co-hort than we can evacuate in the spring of 2016 and get the remodel done quickly and move back in during the summer. We must take a look at meeting the needs of the students and employers. Encourage everyone not to ignore the President’s Brief because that is where the updates will be pushed out.</p> <p>c) There is a 50% law concern within our district this year. We are required to spend 50% of the allocation we receive from the state on direct instruction or we must return the allocation back to the state. Cerro Coso has run close to 50% in the past so we always keep a close eye to our percentage. All the campuses are diligently examining how our faculty have been coded. We must build a balanced budget without using the reserve. You will be hearing more discussions and we will be looking more carefully when we are building the budgets and discussing new hires. Each college has been given a target and the target at Cerro Coso is 52%.</p>		
10. Review of Action Items	President Board/Laura Vasquez	1. Corey Marvin will update the Strategic Plan spreadsheet and provide the information to College Council to prepare for the April 2, 2015 meeting. Completion Date: March 27, 2015		x
11. Miscellaneous		<p>A review of future agenda items was provided. There is no discussion to move the office off of Edwards Air Force Base.</p> <p>The College Council survey will be sent out March 30th the College Council members and their constituencies.</p>	x	
12. Future Agenda Items		<p>a) Math & Science Program Review April 2, 2015</p> <p>b) District Budget Allocation Model – April 16, 2015</p> <p>c) HR Program Review - April 16, 2015</p> <p>d) Honors Program - Program Review April 16, 2015</p> <p>e) Parking Statistical Report</p>	x	
13. Future Meeting Dates		College Council Dates		

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
		<p> September 4, 2014 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, 2015 April 30, 2015 June 4, 2015 (if needed) </p> <p> Strategic Planning Calendar Dates October 2, 2014 February 5, 2015 October 23, 2014 February 19 or 26, 2015 December 4, 2015 February 26, 2015 (If Needed) January 22, 2015 March 5, 2015 January 29, 2015 </p>		
14. Adjourned		4:12 pm		

Meeting Chair: President Board

Recorder: Jennifer Curtis

O Open/**C** Closed



College Council
 October 30, 2014
 Administrative Conference Room, 350A
 2:00 p.m.

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

Absent: Corey Marvin, Kurtis Williams

Guest: Rebecca Pang, Paula Suarez, Natalie Dorrell, Pam Godfrey, Yvonne Martin, Caroline Sanderson, Kara Tolbert, Matt Crow, Reese Weltman, Resa Hess, Christina Rockwell, Lauren Partridge, Mary O’Neal, Tammy Kinnan

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order		2:06		
2. Reading of the Purpose of the Meeting	Laura Vasquez			
3. Approval of Minutes & Action Items	President Board/Laura Vasquez	The minutes from the October 16, 2014, and the special meeting on October 23, 2014, were approved with no changes. 1. On October 23rd College Council will meet to add equitable to the first sentence and to also review the college vision and values. Recommendations will be brought back to the next meeting. Completion Date: October 30, 2014. Completed		x
4. Approval of Agenda		Approved with no additions.		x
5. Reporting Committees a) Facilities b) Safety & Security	John Daly John Daly	a) No report b) A report out of the last Safety and Security meeting was presented. Gaps with the telephone system were identified during The Great Shake Out. IT will be working with the District to remedy the issue. President Board will ask for a timeline for the locks. Action Item: President Board will request a timeline from the District regarding the locks for our campus. Completion Date: December 4, 2014	x	
c) Technology Resource Team	Mike Campbell	c) TRT now has a full committee. At the last meeting they identified the self-		

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
		evaluation statement, where they could improve, and how they could better promote TRT. A demonstration of a new projector in East Wing 202 took place last week and was highly successful and will be ordered for a few of the classrooms.		
6. Associated Committees a) Budget Development b) Institutional Effectiveness c) Professional Development d) Accreditation	Gale Lebsock Corey Marvin Corey Marvin Corey Marvin	a) A resource request rubric was developed and presented to College Council. This document will be shared with the faculty for help with the next cycle of unit plans. An internal budget development evaluation tool will also be developed. b) No report c) No report d) The Accreditation committee has set a timeline for completing the upcoming mid-term report. The first draft will be completed by April 1 st with the final draft completed by May 1 st . Formatting of the document will be completed during the summer and presented at the August Flex day and submitted to the September Board of Trustee meeting. Chancellor has requested that the Standard IV leads participate in a district wide meeting in February. Even though new standards have been developed by ACCJC, we will be using the old standards for the mid-term report.		x
7. Constituency Reports a) Academic Senate b) Classified Senate	Laura Vasquez Kim Blackwell	a) The Academic Senate Executive committee will be working on a rubric and will be sending this out to each committee so that they have a least one cycle ready.(I missed the name of the rubric and what it was for) They have approved the academic renewal process that was proposed. They will be sending to the other colleges in hopes that they will consider adopting the same process so that the academic petition process will be the same across the district. The plenary session will take place in two weeks with Laura Vasquez attending. Faculty are supportive of using SLO's and assessing SLO's but they don't think faculty should be evaluated on the results of the SLO's. b) It was shared that the employees who voted yes on a 4-10 workday were disappointed with the outcome. The classified employees felt it would be nice to have a parking permit machine in the parking lot so that students who were going in to get a parking permit would not be ticketed before they could buy their pass and get back to their car. The Halloween Haunt and Creepy Potluck were a huge success with IWV and ESCC participating. Start buying ugly sweaters for an upcoming event. A festive potluck will be scheduled as well.	x	

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
c) Student Government	Cameron La Brie	c) Club rush was this week. Pumpkin carving was also this week. There will be a Halloween dance tonight at 8:00pm. The General Assembly will be coming soon. The resolutions should be received today. There will be a forum tentatively planned on November 13 th to discuss the resolutions. The students were encouraged to share the resolutions with Academic Senate and the administrators for guidance or clarification.		
d) Consultation Council	Laura Vasquez	d) There was a meeting held this week and it was pointed out that the Section Ten – Unrepresented Employees document was not shared throughout the colleges for feedback. President Board requested that this document be shared with the constituencies and brought back to College Council. Section Four- Students/Instructional Services document was presented for review with enrollment specifically highlighted. We are adopting priority groups district wide so that other colleges don't have priority to our classes before our own students do. Action Item: Share Section Ten- Unrepresented Employees document with your constituencies for feedback. Completion Date December 4, 2014		
e) CCA	Christine Abbott	e) In conjunction with Basic Skills and VTEA, CCA is providing the food for this Saturdays Adjunct Professional Development day. A newsletter was just submitted this week.		
f) CSEA	Mike Barrett	f) The fringe benefits meeting will be next month with tentative agreements being voted on next week. Negotiations for a new contract will start in December.		

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
<p>8. Discussion Items</p> <p>a) Annual Unit Plan Presentations – Student Services</p> <p>b) Library Door Sign</p> <p>c) College Mission, Vision, and Values</p> <p>d) Smoking Shelters & Signage</p> <p>e) Human Services Program Review (Document can be viewed in the groups)</p>	<p>President Board/Laura Vasquez</p> <p>Cameron La Brie</p> <p>Laura Vasquez/Corey Marvin</p> <p>John Daly Laura Vasquez</p>	<p>a) The following unit plans were presented: Counseling – Paula Suarez Access Programs – Paula Suarez Admissions & Records – Jennifer San Nicolas Financial Aid – Jennifer San Nicolas Veterans – Jennifer San Nicolas Athletics – Heather Ostash Student Activities/Student Government – Heather Ostash</p> <p>b) The senate addressed a common struggle that is seen daily coming out of the library. The struggle is not having a sign on the library indicating the need to pull or push the door. It was felt that a sign would go a long way to improve the senates/student morale. Action Item: A report will be given at the next College Council meeting on what can be done to place a pull or push sign on the LAC doors and also how this will be addressed. Completion Date: December 4, 2014</p> <p>c) Postponed – December 4, 2014</p> <p>d) As long as the smoking structures are not above 120ft we do not need to go through DSA for approval. The structures range in prices from \$1,500 to \$10,000. A budget will need to be identified as well as a location for a shelter. It was suggested that John Daly put together a committee to determine adequate structures and locations for these structures. Sample signage had not arrived prior to the meeting and will be shared once it has been received. It was noted that any signs we install will need to be in braille.</p> <p>e) Postponed – December 4, 2014</p>	<p>x</p>	
<p>9. President’s Report</p>	<p>President Board</p>	<p>No report</p>		<p>x</p>

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
10. Review of Action Items		<p>1. President Board will request a timeline from the District regarding the locks for our campus. Completion Date: December 4, 2014</p> <p>2. Share Section Ten- Unrepresented Employees document with your constituencies for feedback. Completion Date December 4, 2014</p> <p>3. A report will be given at the next College Council meeting on what can be done to place a pull or push sign on the LAC doors and also how this will be addressed. Completion Date: December 4, 2014</p> <p>4. President Board will put out new parking information once it is available.</p>	x	
11. Miscellaneous		<p>1. We hope to have plans from the DSA in early spring for the parking lot. Plans will be shared at that time.</p> <p>Action Item: President Board will put out new parking information once it is available.</p>	x	
12. Future Agenda Items		<p>a) Unit Plan Presentations to College Council–December 4, 2014</p> <p>b) District Budget Allocation Model – March 19, 2015</p> <p>c) CCSSEE Survey Results - December 4, 2014</p> <p>d) Parking Statistical Report</p> <p>e) Climate Survey</p>	x	
13. Future Meeting Dates		<p>College Council Dates</p> <p>September 4, 2014 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, 2015 April 30, 2015 June 4, 2015 (if needed)</p> <p>Strategic Planning Calendar Dates</p> <p>October 2, 2014 February 5, 2015 October 23, 2014 February 19 or 26, 2015 December 4, 2015 February 26, 2015 (If Needed) January 22, 2015 March 5, 2015 January 29, 2015</p>		
14. Adjourned		4:01pm		

Meeting Chair: President Board

Recorder: Jennifer Curtis

O Open/C Closed

Meeting Minutes

Date: 18Sept 2014

Time: 12:30 to 1:30

Location: IWV 604, MESCC 228, BESCC 197, KRV 5

Type of Meeting: Academic Senate Regular Meeting

Purpose of Meeting:

Meeting Facilitator: Jan Moline

I. Call to Order 12:32:15

II. Open Forum

III. Roll Call: Ben Beshwaite, Frank Timpone, Michael Metcalf, John Stenger-Smith, Christal Hoang, Scott Cameron, Matt Jones, Yifhen Chen, Matt Wanta, Karen O'Connor, Bonita Robison, Matthew A. Crow, Annette Hodgins, Lucila Gonzalez-Cirre, Jan Moline, Dennis Jensen, Christine Abbott, Joe Slovacek,

Student: Chrystal Hoang

Administrator: Corey Marvin

IV Adding Agenda Items: Rebecca Pang will present information and present ideas for ONL and Moodle

V Approval of Minutes 4 Sept (approved)

VI Closed Session: None

VII. Discussion Issues:

- a) Ped Tech Needs a Member: There was some discussion as to whether a faculty member can be on TRT and Ped tech. The consensus was yes.
- b) Academic Renewal was discussed. Important points: The procedure is omitted from board policy. The current requirement is for a student to wait 5 years. The 5-year wait time is quite long and it appears that we lose quite a lot of students because of this and perhaps a shorter wait time will increase student success/completion. Bakersfield is looking at some potential policy changes. It was the will of good portion the senate that we don't want Cerro Coso's Policy to have to follow that of Bakersfield, so the senate should formulate, discuss and vote on a policy for Cerro Coso. An example of an Academic Renewal policy was given in the handouts.
- c) Online Common Course survey was discussed. There was quite a lot of concern that student choice would be lost going to a state-centralized online college. There was some discussion that the California Virtual Campus does this already and there was grave concern over the use of a common course management system as some are quite bad. The other major

- concern was the possibility of losing FTES (who gets the money?). Faculty were encouraged to fill out the survey and provide input.
- d) The Chancellor will be at the next College Council MB 350 from 2-3 pm.

VIII. Information Issues:

The Star Party is Sept 26th.

IX. Reports

- a.) Presidents Report:
- b.) Administrator Report:

Corey Marvin mentioned that there was some movement with Curricunet. The meta version is coming out shortly and there will be some discussion on implementation dates. A topic that was discussed was to sever the link between sensitive information and general information.

Unit plans are in progress and faculty were encouraged to look at their respective unit plans.

The roofing of the Industrial Arts building is 2 months behind schedule and the contractor is rapidly running up against a \$1000 per day cost if the job is not complete.

The bandwidth may increase significantly in 1 month from 15 to 500 Gigs. Faculty were reminded however that streaming audio and video take a lot of bandwidth and to use these only for courses only during non-peak hours.

Other reports (for those that have a report):

- a.) College council report: The active shooter training/scenario is in the works and will depend on the police department's schedule. The budget appears to be stable, at least no disasters are foreseen, although there are likely to be some adjustments. The chancellor will be on campus at college council.
- b.) Union Report: Matthew Crow (Chief Negotiator/President) reported that there is some issue with how Flex reporting is done for each of the colleges. There will be a negotiation meeting next week.
- c.) Treasurer: There is approximately \$1000.
- d.) Budget Committee: Has not yet met
- e.) TRT Met this week. The 395 project will increase bandwidth, but faculty were reminded to use bandwidth appropriately. There is a faculty member on both PEDTECH and TRT and this will improve communication. Faculty were reminded to put IT requirements in the respective unit plans. Options for the East Wing smart classrooms were discussed as were options for display boards. If augmentation is needed, put it in the unit plan.
- f.) Professional Development: PD is looking to personalize and enhance compliance with items such as faculty interest groups. The active shooter training will be in January. PD plans are due NOW!
- g.) Calendar Committee needs a faculty member.

- h.) Petitions: 8 exceptions were requested. 6 were approved and 2 were deferred pending department chair input. 3 renewals were requested 2 were approved and 1 deferred pending input. Petitions requested that faculty and faculty chairs provide as much input and justification as possible for their respective decisions.
- i.) Next Senate Meetings is October 2nd

XII. Meeting was adjourned at 1:33:05 pm.

Meeting Minutes

Date: 2 October 2014

Time: 12:30 to 1:30

Location: IWV 604, MESCC 228, BESCC 197, KRV 5

Type of Meeting: Academic Senate Regular Meeting

Purpose of Meeting:

Meeting Facilitator: Laura Vasquez

I. Call to Order 12:32:55

II. Open Forum; Nancy Mahan from Inyo County Public Health spoke about recommendations from various public health agencies regarding tobacco- and smoke-free policies, as well as the health dangers of tobacco smoke and other tobacco products. She strongly urged the college to adapt a smoke/tobacco-free policy.

III. Roll Call: Frank Timpone, Ben Beshwate, Tom Heck, Michael Metcalf, Bonita Robison, Mary O'Neal, Sarah King, Julie Cornett, **Christal Hoang**, Guck Ooi, John Stenger-Smith, Claudia Sellers, Scott Cameron, Lisa Fuller, Lucila Gonzalez-Cirre, Matt Jones, James O'Connor, Christine Swiridoff, Mathew Crow, Lisa Darty, Pam Godfrey, Karen O'Connor, Melanie Jeffrey, Dennis Jensen, Deanna Campbell, Matt Hightower, Christine Abbott, Nancy Mahann

IV Adding Agenda Items: Ped Tech Committee has 2 recommendations.

V Approval of Minutes 18 Sept (approved with changes)

VI Closed Session: None

VII. Discussion Issues:

- a) Academic Renewal was discussed. Important points: The procedure is omitted from board policy. The current requirement (District Policy) is for a student to wait 5 years. The 5-year wait time is quite long and it appears that we lose quite a lot of students because of this and perhaps a shorter wait time will increase student success/completion. The petitions committee asked the senate to discuss possibly shortening the time from 5 years to anywhere from 18 to 36 months. The senate suggested that the Petitions committee present several options to the senate at the next senate meeting so the options can be presented and discussed.
- b) Summer 4/10 work schedule. This item was discussed, and comments were generally favorable. However there were some concerns about buildings such as the LRC and CDC, which require staffing on Fridays. There was some hope that the 4/10 schedule would be flexible so that some employees would work Mon-Thurs and others Tues-Fri.

- c) Ped Tech has two recommendations: That ONL classes be closed two weeks after the end of the semester. This is in response to the fact (due apparently to the new Moodle server) that some courses were open a full 1.5 years after the semester was over. The other suggestion was that the faculty accept paring down 22 templates down to 2 standard templates, so that the 'home page' of each course will appear standardized to all students. There was a suggestion that the tab "Academic Support" be switched to "Student Support" or "Student Academic Support". This item will return to the senate next week for voting.
- d) There was a very passionate discussion about the smoking/tobacco policy that was suggested in the district policy document. The faculty response to the new proposed policy was quite varied. There were some concerns about individual freedoms and making sure the minority (the smokers) were properly represented. Many faculty discussed the fact that the current law is not being enforced as there are no permanent "No Smoking" signs nor are there designated smoking areas. There was also strong concern about the health hazards of smoking, tobacco products and second hand smoke. Some faculty suggested putting the smoking policy on syllabi. Some faculty and the student representative spoke in favor of gradual approach to a completely tobacco free campus, starting with strict enforcement of the current smoking policy. Some faculty also suggested that the district policy that each college develop its own policy be retained. Sheltered designated smoking areas (such as bus-stop type shelters) that are ADA compliant and protected from the elements are going to be needed. Faculty also noticed that there was a "no profane language and no quarrelling" statement the current policy that was considered unusual/double plus ridiculous.

VIII. Information Issues:

IX. Reports

- a.) Presidents Report: There was some report on the number of hires for FON next year, but the numbers were discussed with some skepticism. A more accurate estimate of Cerro Coso's FON and new hires is expected in several weeks.
- b.) Administrator Report:

Corey Marvin mentioned that the interim Vice Chancellor candidates were interviewed. Also, the new law with Community Colleges being permitted to offer Bachelor's degrees is limited to 15 pilot districts and is restricted to Bachelor degrees NOT offered by a CSU. Faculty were reminded that book adoptions were forthcoming, but to consult their respective departments for policies. Claudia Sellers suggested that in order to help department chairs with Spring 2015 scheduling (and all future scheduling for that matter) that faculty somehow have access to the draft schedule that is on the G-Drive. There was some discussion about putting this into a .pdf file and emailing out to faculty. The Desert Empire fair is in 2 weeks, faculty were asked to volunteer. The Industrial Arts roof is still being worked on.

Other reports (for those that have a report):

- a.) College council report: The chancellor meet with college council. KCCD district council is an open group, but there is no way to get access to the documents. This is being worked upon. The chancellor also mentioned that we need to tell 'other' success stories not just those defined by the state.
- b.) Union Report: Matthew Crow (Chief Negotiator/President) reported that there is some issue with how Flex reporting is done for each of the colleges. There will be a negotiation meeting next week.
- c.) Next Senate Meetings is October 23rd.

XII. Meeting was adjourned at 1:49:25 pm.

Meeting Minutes

Date: 2 October 2014

Time: 12:30 to 1:30

Location: IWV 604, MESCC 228, BESCC 197, KRV 5

Type of Meeting: Academic Senate Regular Meeting

Purpose of Meeting:

Meeting Facilitator: Laura Vasquez

I. Call to Order 12:34:04

II. Open Forum

III. Roll Call: Frank Timpone, Vivian Baker, Ben Beshwate, Tom Heck, Michael Metcalf, Bonita Robison, Mary O'Neal, Sarah King, Julie Cornett, Christal Hoang, Guck Ooi, John Stenger-Smith, Claudia Sellers, Scott Cameron, Lisa Fuller, Lucila Gonzalez-Cirre, Matt Jones, James O'Connor, Mary Peoples, Christine Swiridoff, Matthew Crow, Lisa Darty, Pam Godfrey, Karen O'Connor, Melanie Jeffrey, Deborah Rundell, Dennis Jensen, Deanna Campbell, Matt Hightower, Penny Talley, Christine Abbott, Steve Rogers, David Villacana

Guests: Christal Hoang (Student)

IV Adding Agenda Items:

V Approval of Minutes 2 Oct (approved with changes)

VI Closed Session: None

VII. Discussion Issues:

- a) Human Services: The Human Services Program Review was presented and voted for approval.
- b) 3 Petitions for Academic Renewal were presented. Proposal Number 3 was modified slightly, corrected and was approved.
- c) Full Time hiring committee: There was some discussion as to whether a subgroup of Faculty Chairs or Faculty Chairs as a whole should prioritize the full time faculty hiring. There was discussion about conflicts of interest, but it was concluded that there was no conflict.
- d) Senate Plenary items were presented and some were discussed in detail. In particular, resolution 2.01 concerning SLOs; 12.04 concerning common course management systems; and 13.01 regarding the 75/25 ratio were discussed and supported.

VIII. Information Issues: SB 173 information on Adult Ed was presented and discussed.

IX. Reports

a.) Administrator Report:

Corey Marvin mentioned that the study about Adult education was completed. All interested parties (community colleges and high schools) were to get together and discuss planning in the service areas of ESL, Short Term workforce development and Basic Skills were to meet and discuss. The Board of Trustees pays Laura Hickel to coordinate with Wested and the District.

Adjunct Professional Development day is November 1st. There will be various activities, and meet and share, and the active shooter video.

The Department Annual Unit plans were presented to college council.

Other reports (for those that have a report):

- a.) College council report: Annual Unit Plans were presented.
- b.) Union Report: Matthew Crow (Chief Negotiator/President) that negotiations are ongoing. Compensation is the issue being discussed under IBB.
- c.) Budget: AUPs were presented to the budget committee. Rubrics are being developed. Presenters were invited to explain monetary requests.
- d.) CIC: All courses that were on the schedule for update and revision have been launched through tech review. CIC is also working on ways to make AA-T and AS-T degree proposals flexible.
- e.) SLO Committee is working on a new report system.
- f.) Matthew Crow mentioned that Mike Campbell is giving a preview of Whiteboard Projector technology.
- g.) Next Senate Meetings is November 6th.

XII. Meeting was adjourned at 1:38:19 pm.

Meeting Minutes

Date: 6 November 2014

Time: 12:30 to 1:30

Location: IWV 604, MESCC 228, BESCC 197, KRV 5

Type of Meeting: Academic Senate Regular Meeting

Purpose of Meeting:

Meeting Facilitator: Laura Vasquez

I. Call to Order 12:37:58

II. Open Forum

III. Roll Call: Mary O'Neal, Sarah King, Lisa Fuller, John Stenger-Smith, Frank Timpone, Scott Cameron, Julie Cornett, Penny Talley, Melanie Jeffrey, Karen O'Connor, Michael Metcalf, Mary Peoples, Lisa Darty, Matthew Crow, Lucilla Gonzalez-Cirre, Christine Swiridoff, Matthew Jones, Pam Godfrery, Matthew Hightower, Deborah Rundell

Guests: Christal Hoang (student), Corey Marvin (administration)

IV Adding Agenda Items: AD-T issues

V Approval of Minutes 23 Oct (approved with changes)

VI Closed Session: None

VII. Discussion Issues:

- a) PEDTECH: There were two items from the last senate. The PEDTECH Committed requested senate approval of: 1) standardizing the themes and 2) moodle courses be closed 2 weeks after the semester is over. Motion carried by the role of the body of the senate.
- b) BP/OA there was some discussion as to the lack of clarity of the Board Policy document, in particular, 'unrepresented employees' is very vague (walk-on coaches for example). Clarification was requested.
- c) Priority registration procedure was presented and clarified, which now should prevent Bakersfield students from 'crashing' classes at IWV.
- d) Senate resolutions were looked at and discussed.
- e) The AD-T degree was discussed generally. While there is some relief for general ed courses for the AD-T degrees, there is grave concern that Cerro Coso may be unable to get any AD-T degree approved as some classes (which were built to transfer to CSU as well as UC) have more units than are on the AD-T model. The AD-T in Computer Science from Cerro Coso was rejected because it had 63 units and needs to get down to 60. Other Science-based degrees will face similar issues. The only relief on this would come from legislation. For

Clarification, the AD-T degree guarantees transfer to a CSU (meaning at least one CSU and not to just the CSU in the service area), but does nothing for transfer to UC. Furthermore, the consequences of not getting an AD-T approved are unclear. Many faculty are also concerned that changing unit values of classes will hurt UC transfer, success, and, due to the lowering of contact hours, cost the college lost FTES. Further complicating this is the fact that quite a few AD-Ts and C-IDs are delayed until 2015.

VIII. Information Issues:

Corey Marvin mentioned that as of Jan 2015 the Luminous Portal will no longer be supported. The portal will still exist. A question was asked as to whether the college will 'get our money back'. The answer is complicated.

The Climate survey was discussed. Matthew Crow questioned the wording of Cerro Coso's responses being 'statistically insignificant' due to the low response rate, when Cerro Coso's response rate is nearly identical to that of Porterville College.

There will be a need to close the loop and assess the effectiveness of the Senate and Senate committees. Senate Executive will meet and develop the survey.

Faculty were requested to take the student orientation (which is online) and provide feedback to Paula Suarez ASAP.

The committee on placement of the smoking areas/shelters has been filled.

The full time priority listing from the faculty chair rankings: Math, Comp Sci, Library, Psychology, Paralegal. There was some discussion about whether this was the best process. It was suggested that the Faculty Chairs have a separate meeting to discuss and reach consensus on rankings.

Equivalency Committee has no chair. There is grave concern as this is an extremely important committee. Training for members and meeting dates were discussed.

IX. Reports

a.) Administrator Report:

Corey Marvin mentioned that Faculty 411 is now available on the college website. It has information on syllabi, drop policies, and many other items.

Professional Development day was very successful.

Adult Ed, 2-year planning is still in progress. Meetings are ongoing to determine who does what.

The Spring 2015 scheduling process is still a concern. The scheduled 'appeared' to go live, before some faculty were able to view it. It is hoped in the future that there will be a 'read only' schedule available to departments well before deadlines.

Other reports (for those that have a report):

- a.) College council report: More Unit Plans were presented. There was some concern that some units (student services for example) went well over the time limit.
- b.) Union Report: Matthew Crow (Chief Negotiator/President) presented a resolution supporting San Francisco Community college and suggesting changes to the Accreditation body. The senate was supportive of this resolution
- c.) Achieving the Dream: The 3 interventions were presented. Matriculation and Online orientation are 'ready to roll' and are working well. Supplemental instruction was not working and a more stable plan is need. The need for more robust writing and math labs were discussed.

XII. Meeting was adjourned at 2:03:15 pm.

Meeting Minutes

Date: 4 December 2014

Time: 12:30 to 1:30

Location: IWV 604, MESCC 228, BESCC 197, KRV 5

Type of Meeting: Academic Senate Regular Meeting

Purpose of Meeting:

Meeting Facilitator: Laura Vasquez

I. Call to Order 12:32:35

II. Open Forum

Penny Caplan (sp?) spoke to the Senate about the American Association of University Women (AAUW) which is open to all. AAUW awards grants, has 1000 branches nation-wide, encourages and trains women to run for elected office and advocates for women. Full-time students may join free of charge. Interested faculty were told to contact Penny Talley.

III. Roll Call: Mary O'Neal, Lisa Fuller, John Stenger-Smith, Frank Timpone, Scott Cameron, Julie Cornett, Penny Talley, Melanie Jeffrey, Michael Metcalf, Lisa Darty, Matthew A. Crow, Lucilla Gonzalez-Cirre, Christine Swiridoff, Matthew Jones, Matthew Hightower, Deborah Rundell, Vivian Baker, Guck Ooi, Ben Beshwaite, Tom Heck, Valerie Karnes, Jan Moline, Bonita Robison, Pam Godfrey, Gary Enns, Deborah Rundell.

Guests: Penny Caplan (sp?) Christal Hoang (student), Corey Marvin and Jill Board (administration)

IV Adding Agenda Items: District Strategic Plan.

V Approval of Minutes 6 November (approved with changes)

VI Closed Session: None

VII. Discussion Issues:

- a) Brown Act: Strict interpretation of the Brown Act requires a quorum of 51% (28 faculty) to vote on issues; all votes recorded, and a multitude of other requirements. District Legal was asked to weigh in. There was discussion as to whether CCCC would go to a representative Senate.
- b) Department Chair Elections are upcoming
- c) The tobacco/smoking policy was discussed. There still is a statement forbidding profanity. There was discussion to request support documents regarding some illogic in the policies.
- d) Frank Timpone was approved by the entire senate as a Faculty member of the Budget committee.

- e) Several resolutions 7.10, 7.05 (Basic Skills—take out ESL in 9.07 (C-ID) and 9.12 (Request for relief/leeway in the ADT Program), and 18.01 (writing assessments). A Rural/small college caucus was developed.
- f) The District Strategic plan is to be completed by May 2015. The district will/has provided direction, it will be up to the colleges to develop strategies to achieve the goals. Hopefully this will not mean any new studies, just integrating measures and objectives and percentages to indicate progress.

VIII. Information Issues:

- a.) John Stenger-Smith mentioned that, as part of his goals, that he will be soliciting input from all faculty and staff about CurricUNET and CurricUNET support. All honest and open experiences, thoughts, and suggestions are welcome. This input will be scrubbed of any identifying information, synthesized into a 'program review' type document and brought forth to the senate for discussion/revision/further action. Faculty and staff were told to expect an email soliciting input at the beginning of Spring 2015 semester.

IX. Reports

- a.) President Report: There will be 7 new full time faculty hiring committees.
- b.) Administration Report: CCCC would like to have volunteers to be trained by ACCJC to serve on visiting teams. December 19th from 8-9:30 pm is the Holiday Buffet.
- c.) Other reports (for those that have a report):
 - a.) College council report: More Unit Plans were presented. The smoking policy/shelter placement was discussed.
 - b.) Union Report: Matthew Crow (Chief Negotiator/President) mentioned that negotiations are ongoing.
 - c.) Treasurer: There is approximately \$1200 in the treasury.
 - d.) Safety: New locks on the doors with push button latches and doors that are lockable on the inside were discussed. The VOIP phone system does not work as advertised. There will be fire drills coming up in the Spring semester. A safety talk will be forthcoming.

- e.) Petitions: Jan Moline reported that 12 students filed for exceptions. 10 students asked for single course exceptions (all approved) 7 students asked for academic renewal and were approved. The Petitions committee requested that faculty chairs be as detailed and clear as possible when discussing renewal/exceptions.
- f.) Penny Tally thanked everyone for the Angle Tree Ceremony.

XII. Meeting was adjourned at 1:38:06 pm.

Jan 29, 2015 Academic Senate minutes

Members Present: Lisa Fuller, Frank Timpone, Scott Cameron, Julie Cornett, Penny Talley, Michael Metcalf, Lisa Darty, Matthew A. Crow, Lucila González-Cirre, Matthew Jones, Matthew Hightower, Vivian Baker, Ben Beshwaite, Tom Heck, Valerie Karnes, Jan Moline, Bonita Robison, Pam Godfrey, Yihfen Chen, Laura Vasquez, Mary Peoples, Sarah King, Matt Wanta, Tom Foggia, Kim Kelley, Karen O'Connor, Cliff Davis.

Phone: Mary O'Neal, Joe Slovecsek

ITV: Deborah Rundell, Dennis Jensen, Christine Abbott

Guests: Christal Hoang (student), Corey Marvin (administration)

(For this meeting, we did not have enough faculty attendance to have a quorum until 12:45pm).

Faculty was informed of the importance of attending Academic Senate meetings to be able to vote. Without a quorum, issues can be discussed but no voting can be conducted.

Minutes were approved.

VII. b CIC membership – Senators voted and approved David Villicana to be CIC business computer information systems and industrial technology rep.

Content review. Discussion: Cliff Davis produced the Content review process and it has been approved by CIC and Academic Senate reviewed and will vote for it on our next Academic Senate meeting.

c. Textbook costs.

Matt Jones took the floor and said that textbooks are very costly. A lot of institutional effort can be made to try to lower the costs. For example, social science disciplines have expensive books but we need to have a discussion to see how we can lower the cost.

Lisa Darty said that older editions are even cheaper, so she recommended that we refrain from using the newest editions.

Karen O'Connor said that it would be a good idea to use one textbook for the same discipline in two consecutive courses.

The student rep said that sometimes using an international edition is cheaper.

Deanna Campbell said that Barnes and Noble is our partner and we should be careful about considering other options.

Annette Hodgins said that Barnes and Noble even rents books and do e-bay, so it's fine for us to explore other venues too. Also, having books on reserve in the library helps students.

According to Jan Moline, textbook cost also impacts student enrollment. Many students get discouraged when they see the high textbook cost and they just don't register in the class.

After this discussion, Cliff suggested that we should come forward with some recommended practices.

Mary Peoples suggested that during student orientation, they should be informed about student textbooks.

Matt Crow proposed that we should have an ad-hoc committee that compiles and updates best practices in this regard. Annette Hodgins, Julie Cornett, Jan Moline, Kim Kelley, Matt Jones came forward to form this ad-hoc committee (a student will also be added to the committee). We voted and approved it.

VIII.

a. Chair Elections: Mary O'Neal phoned in and asked if Child Development was in the cycle for chair elections. After consulting with some faculty, she was informed that yes, indeed there should be an election this year.

IX.

Academic Petitions Renewal: This is important for certain students, those who have had some type of extenuating circumstance. Students right now have to wait 5 years for them to petition to eliminate their substandard grade.

c. College Council

HR is putting together a package for all part-time employees, to paying for medical coverage. It's \$420 per individual.

Tom Burke reported that the budget update is promising. There is a \$600 million \$ ongoing increase and \$400 million one-time funds among other monies. He also cautioned that there may be a recession between 2017-2019 since Prop 30 is expiring. KCCD currently received \$16.9 million from prop 30 funds which go into the general operating budget. However Matt said that tax revenues have increased and the talk of a recession is premature.

Administrative report:

Corey Marvin said that this Sunday, Feb 1 is census date. Matt Crow said that this date is difficult to work around this date for Monday and Wednesday classes. He suggested that calendar committee should address that concern.

CIC report: Sarah King informed that Feb 28 is the deadline for launching the red list courses to get through the CIC process.

Next Academic Senate meeting will be on Tuesday, Feb 5.

Adjournment: 1:31pm.

Meeting Minutes

Date: 19 Feb 2015

Time: 12:30 to 1:30

Location: IWV 604, MESCC 228, BESCO 197, KRV 5

Type of Meeting: Academic Senate Regular Meeting

Purpose of Meeting:

Meeting Facilitator: Laura Vasquez

I. Call to Order 12:34:15

II. Open Forum: None

III. Roll Call: Mary O'Neal, John Stenger-Smith, Frank Timpone, Scott Cameron, Michael Metcalf, Lisa Darty, Matthew A. Crow, Lucilla Gonzalez-Cirre, Deborah Rundell, Vivian Baker, Ben Beshwaite, Jan Moline, Bonita Robison, Deborah Rundell, Dennis Jensen, Kim Kelly, Mary Peoples, Annette Hodgins, Christine Abbott

Guests: Corey Marvin (VPAA); Christal Hoang

IV Adding Agenda Items:

V Approval of Minutes 5 Feb (tabled due to lack of quorum)

VI Closed Session: None

VII. Discussion Issues:

- a) A quorum was not achieved so no votes were taken
- b) John Stenger-Smith presented concerns from some faculty that if/when a new vendor is used for SLO assessment the data may be lost. He also provided some history that involved CurricUNET losing content reviews. There was some spirited discussion. Some faculty said it was necessary to maintain the current process due to the state mandated requirement involving SLO approval. The subject of establishing a college-wide Moodle site was discussed.
- c) Laura Vasquez requested input about board policy changes. She also requested input from exec on the Academic Senate effectiveness survey (required by accreditation).
- d) There was some discussion/information given on the new locks. Laura Vasquez read a letter from President Board clarifying the issue.

IX. Reports

a.) Administration Report:

- a. Corey Marvin reported on discussions with National University regarding a partnership for online classes with potential to receive Bachelor degrees (online) and potential accelerated programs and tuition discounts for CCCC students.
- b. Corey Marvin also reported on some online teaching proposals where students may/might be directed to open CCCC online sections. While this may increase enrollments, there was some discussion about how these students are counted as success/completers.

b.) Other reports (for those that have a report):

- a. Petitions met and approved 5 of 6 requests for renewal, and all 7 requests for exception.
- b. Safety mention having a drill with the phones when classes are not in session. The Fire Drill went ok.
- c. TRT KRV is awaiting a construction upgrade. ITW Polycom will no longer be supported in June 2015. A new vendor is being sought and plans for maintaining are in the works.
- d. CIC mentioned the 28 Feb deadline for starting action if courses/changes/etc were to be completed by the end of the semester.

XII. Meeting was adjourned at 1:29:20 pm.

Meeting Facilitator: Laura Vasquez

- I. **Call to Order:** 1231/ we did not have a quorum
- II. **Nobody addressed the open forum**
- III. **Roll Call:** Tom Heck, Melanie Jeffrey, Vivian Baker, Mary O'Neal, Matt Wanta, Cliff Davis, Frank Timpone, Scott Cameron, Karen O'Connor, Matthew Crow, Penny Talley, Lisa Fuller, Lucila Gonzalez-Cirre, Sarah King, Claudia Sellers, Julie Cornett, Pam Godfrey, Valerie Karnes, Matthew Jones, John Stenger-Smith, Annette Hodgins, **Christal Hoang**
- IV. **Adding Agenda Items:** Laura moved Enrollment Task Force Report up in order to have a discussion before people needed to leave
- V. **Approval of the minutes:** 5 February 2015/ 19 February 2015 quorum not met so we did not vote to approve minutes
- VI. **Closed Session:** none
- VII. **Discussion Issues:**
 - a. **Program Review:**
 - b. **College Hour:** Mary O'Neal stated that we discussed moving college hour from Thursday 1230-130 to Thursday 3-4; she indicated that there seemed to be a lot of support for doing so and wanted to know where the discussion had been left. Claudia said it makes sense to move college hour to later because we could then stagger classes and offer longer classes earlier in the day. Matt Wanta seconded this. Laura said we would have to look at how it would impact scheduling; Cliff agreed with this. Penny mentioned that moving college hour later could also potentially affect parents who have to leave to pick up children in the afternoon; Lisa Fuller agreed with this. There was also some concern that switching college hour later during the semester or even before the fall semester would create problems with the schedule and negatively impact students. Matt Crow said none of this could happen until the spring and several people agreed. Laura recommended a task force be established to look at these concerns. Claudia, Valerie, and Penny volunteered; it was also agreed that there should be a student representative on this task force.
 - c. **Computer Science Program—possible deletion:** Karen O'Connor asked to speak in front of the senate. She stated that Computer Science Program had been presented to CIC because the program could not meet the CID Transfer Model Degree because there were too many units. She stated this was because there were several required courses in various disciplines that had too many units. She also noted that this was a problem not just for our college, but 22 colleges have not met CID requirements for the Computer Science degree for the exact same reason. Corey stated that as of June all local degrees must be either Transfer Model Curriculum degrees or they must be terminated.

Mary O'Neal pointed out the CSUs were bound to accept transfers with this new system and that they did not transfer 11, 800 students with TMC degrees.

Sarah said this is going to be a problem for all of the hard sciences because of the limited units required for the Transfer Model Curriculum degrees. Sarah also pointed out that the state will not approve any new TMC degrees that have not been approved by CID after June.

Valerie pointed out that our community needs this degree.

Matt pointed out that we can't lose units because we lose class time. He also mentioned Bakersfield had cut units last year and were now regretting that decision.

Sarah said currently, the science degrees are getting around the limited units problem because we have a local general science degree with an emphasis in biology or chemistry etc; she suggested that perhaps we could do something similar with Computer Science.

There was also some discussion of legislative relief (such as permitting 62-65 units). There was another discussion of unit reduction in regards to transferring to UC (not in the AD-T model). Also faculty submitted for C-ID at least 18 months ago (such as Chemistry classes) and faculty have not heard anything. NAWC is also very interested in computer science majors and perhaps the base can assist in some way.

- d. Enrollment Task Force Report:** Corey stated that the Enrollment Management Task Force completed its work in January and that the report had already been to the President, Chairs, and College Council and that it needed to be reviewed by the senate. We began looking at some of the report, but it was determined that a large portion of the data was missing from the report the senate currently had. Corey suggested delaying the discussion until the next academic senate meeting so that people would have a chance to look at the report in its entirety; he then referred everyone to the report online.
- e. Liberal Arts Math and Science.** The Liberal Arts Math and Science degree was presented.
- f. Institutional Standards:** A report was presented. Numbers/standards were proposed that would indicate where some type of intervention/analysis (in context of course) would take place.
- g. Institutional Effectiveness Partnership Initiative:** This was reported, and there are some suspicions as to the motives and workings of this committee. Major questions arose about sanctions and 'forced help'.
- h. Retirements:** There are 3 retirements this year: Bill Locke, Dick Benson and Mary Peoples.
- i. Professional Development:** Faculty were reminded that Professional Development forms are due May 15th.
- j. Distance Ed Policy:** ? The new district wide distance ed policy has been adopted. Most of the shaping of the policy came from Cerro Coso.

Meeting Adjourned 1:39:32

Academic Senate
Minutes: 23 April 2014

Meeting called to order at 12:34 by Laura Vasquez.

Roll Call: Matt Wanta, Lisa Darty, David Villacana, Tom Heck, Christine Swiridoff, Cliff Davis, Ben Beshwaite, Scott Cameron, Tom Foggia, Mary O'Neal, Vivian Baker, Sarah King, Pay Godfrey, Matthew Crow, Karen O'Connor, Jeannine (Jan) Moline, Lisa Fuller, Lucila Gonzalez-Cirre, Matthew Jones, Bonita Robison, Michael Metcalf, Annette Hodgins, Mary Peoples, Valerie Karnes, Julie Cornett, Debra RUndell, Dennis Jensen, Christine Abbott, Matt Hightower (CCCConfer).

Student: Christal Hoang

Administrators: none

Discussion Issues:

Senate members began to discuss business and vote on matters at hand even though we did not have quorum.

A motion was made and seconded to accept the following candidates as the 2015-16 Senate Executive Board:

President: Laura Vasquez

Vice-President: Jan Moline

Secretary: John Stenger-Smith

Treasurer: Scott Cameron

Members-at-Large: Lucila Gonzalez-Cirre

Motion approved.

A motion was made and second to accept the recommendation from Pedagogy and Technology which recommended that the college proceed with the Distance Education departments proposed upgrades to Moodle using dates that disrupt instruction as little as possible. Motion carried.

Motion made and second to accept the new CIC membership for 2015-16. Motion carried.

Motion made and second to affirm Mary Peoples as the Faculty Marshall for the 2015 Cerro Coso graduation. Approve.

Matt Crow made a point of order motion, seconded by Jan Moline to accept all above votes now that we have quorum (12:50). Motion carried.

Student Graduation Speaker nominees:

Kristiana Ogilvie

Nicholas Elder

Beverlie Wood

Cameron LaBrie

Jordon Smith

Since East Kern does not have a student speaker for graduation, faculty decided to nominate three IWV students. After a vote, the following students were approved:

Kristiana Ogilvie
Nicholas Elder
Beverlie Wood

Classified employee of the year nominees:

Tammy Kinnan
Magi Mauldin
Debbie Gregory

After a vote, Magi Mauldin was approved.

Honors Program Review: Christine Swiridoff gave a brief overview of the honors program review. Motion made and second to accept the honors program review.

Information Issues:

Laura reported that the Academic Senate survey results were in but only 17 members voted which makes the survey statistically invalid. Since so many committees are now surveying members, a suggestion was made to either combine survey questions into one larger survey or to develop a calendar so committees alternate years in which they survey faculty. Laura will bring this to the next IEC meeting.

Thank you to the helpers for graduation:

Readers: Tom Heck and Lisa Fuller
Student Ushers: Valerie Karnes and Pam Godfrey
Stage Ushers/helpers: Mike Metcalf and Karee Hamilton

Reports:

President's Report:

Dates for Senate Exec meetings and Senate as a Whole were presented. Motion made and second to accept dates. Motion carried.

Memo for clarifying the vetting process for review of Board policies was presented. If anyone has any questions or concerns contact Laura before Consultation Council on Tues.

Administrative Report: none

College Council Report:

Tom Burke attended the last College Council meeting and presented the budget allocation model. Jill also gave an update on the remodel.

Other Reports:

Union: There was a question and answer session on the new salary schedule being considered by the negotiating committee. Matt Crow was available to answer questions. He said that through IBB faculty and administrative negotiators have come up with this new salary schedule. The

committees concern was that the new system was equitable, and faculty were not willing to settle for less than what we have now. The salary schedule must be accepted by all three groups: faculty, administrators and classified.

Cal City Prison Update: Mary O'Neal reported that the classes at the prison are now going to be on site rather than online. Sarah King said that it is the district's goal to make all the classes online, but the online portion is being held up by the prison officials who need to have this approved and cannot do so before fall semester.

Mary made it clear that the union is looking into the ramifications of offering classes at the prison. She also said that the new counseling position that was advertised said the new hire "may require teaching courses with incarcerated students." Mary said this is a change in contract language that has not yet been approved. Someone said that administration is considering the prison classes as another site, similar to online classes. There is a concern that faculty may be forced to teach classes at the prison without a right to opt out. Mary and the union will continue to follow up with this.

Calendar Committee: Lucila reported that Sierra Sands spring break is a week earlier than our scheduled break. A motion was made and second to move our spring break to March 14-18 to match Sierra Sands. Vivian said Sierra Sands is considering a calendar that would include a week off in Oct and Nov, 2 weeks off in Dec., and 2 weeks in March so we may not be able to align our spring break in the future.

CIC Report: the last meeting of the year for CIC is coming up. If anyone has something that requires a first read, it will be returned and can be re-launched in the fall. A new red list will be coming out for the fall semester. CIC has done a lot to clear out old classes that are being deleted or discontinued, but there are still a few red courses left to work on next year.

Professional Development: Lisa reminded everyone to get their flex contracts in to her by May 15th or to Tammy between May 15 and June 30. She is working with Sylvia and the webmaster to create a more streamlined, online only process for submitting these forms.

Meeting adjourned: 1:55 p.m.