



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
<b>1. Call to order</b>		2:08 pm		
<b>2. Reading of the Purpose of the Meeting</b>	Laura Vasquez			
<b>3. Approval of Minutes &amp; Action Items</b>	President Board/Laura Vasquez	Change 5.c Easter Wing to East Wing Minutes approved with the one change.  <b>1. Corey Marvin will provide the data and the recommended targets for the strategic plan objectives. Completion Date: March 19, 2015 On agenda.</b> <b>2. Jennifer Curtis will make sure that Resa Hess has been added to the online directory. Completion Date: March 5, 2015 Completed</b>		x
<b>4. Approval of Agenda</b>	President Board/Laura Vasquez	Add 8.d Enrollment Management Task Force Agenda approved with the one addition.		x
<b>5. Reporting Committees</b> 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
<b>6. Associated Committees</b> 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

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<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"> <li>• Student outcomes</li> <li>• Accreditation</li> <li>• Funding</li> <li>• Programmatic compliance</li> </ul> <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><b>7. Constituency Reports</b></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>		<p>x</p>

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<p>c) Student Government</p> <p>d) Consultation Council</p> <p>e) CCA</p> <p>f) CSEA</p>	<p>Cameron La Brie</p> <p>Laura Vasquez</p> <p>Christine Abbott</p> <p>Julianna Maikai</p>	<p>c) Nominations for the new officers closed this week. March 25<sup>th</sup> will be a concert at the fountain area. Latinos United is having a movie night on March 31<sup>st</sup>. The student spring luncheon is on May 7, 2015, with Casey’s catering.</p> <p>d) No report</p> <p>e) Labor issues at ESCC have been cleared up.</p> <p>f) The CSEA meeting was yesterday with a visit from their regional representative, Scott Galland. CSEA is working with Classified Senate on Classified Appreciation Week. Fringe benefits are being watched and are interested when the renovation will begin and the impact.</p>		
<p><b>8. Discussion Items</b></p> <p>a) Strategic Plan</p> <p>b) Institutional Set-Standards</p>	<p>Corey Marvin</p> <p>Corey Marvin</p>	<p>a) The district strategic plan will be due in June so we have additional time to complete the targets associated with the Cerro Coso strategic plan. Each of the objectives will have a common set of measures across the district. All of these will be compiled and this will allow the district to see the results. We have been asked to take our college goals and identify measures that our goals will move the needle on. We need to identify the measures and then identify the specific target. Corey Marvin developed a spreadsheet to help us accomplish this task. It was decided that the April 2<sup>nd</sup> meeting would be solely for completing the college goals and identify measures and targets. Corey Marvin will update the Strategic Plan spreadsheet and provide the information to College Council to prepare for the April 2, 2015 meeting.</p> <p>Action Item: 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</p> <p>b) We are required by our accrediting agency to have institutional set standards and make sure they are related to our mission. We will be reviewing the numbers we set two years ago for revision. We are not setting a benchmark but are setting a number in which the institution will take action if we fall below that number, the “squeal” number. The proposed standards were shared with the group. In the end, the numbers matter but we must also have authentic dialogue surrounding these numbers. These same numbers must be reported on the ACCJC report that’s due at the end of March.</p> <p>The proposed Institutional Set Standards document was approved by college Council.</p>		

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<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&amp;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><b>9. President's Report</b></p> <p>a) Main Building Modernization Update</p>	<p><b>President Board</b></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 &amp; Noble will going in to the Art Gallery.</p> <p>Tentative timeline</p> <ul style="list-style-type: none"> <li>• Plans will come out of DSA at the end of March</li> <li>• Job will be advertised in April</li> <li>• Bidding will be done in May</li> <li>• Contract will go to the board meeting in June</li> <li>• July 1 start date</li> </ul> <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>		

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<p>b) KRV Modernization Update</p> <p>c) 50% Law &amp; 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>		
<b>10. Review of Action Items</b>	President Board/Laura Vasquez	<b>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</b>		x
<b>11. Miscellaneous</b>		<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 30<sup>th</sup> the College Council members and their constituencies.</p>	x	
<b>12. Future Agenda Items</b>		<p>a) Math &amp; 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	
<b>13. Future Meeting Dates</b>		<b>College Council Dates</b>		

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		<p> <del>September 4, 2014</del>      <del>February 5, 2015</del>  <del>September 18, 2014</del>      <del>February 19, 2015</del>  <del>October 2, 2014</del>      <del>March 5, 2015</del>  <del>October 16, 2014</del>      <del>March 19, 2015</del>  <del>October 30, 2014</del>      <del>April 2, 2015</del>  <del>December 4, 2014</del>      <del>April 16, 2015</del>  <del>January 22, 2015</del>      <del>April 30, 2015</del>    June 4, 2015 (if needed) </p> <p> <b>Strategic Planning Calendar Dates</b>  <del>October 2, 2014</del>      <del>February 5, 2015</del>  <del>October 23, 2014</del>      <del>February 19 or 26, 2015</del>  <del>December 4, 2015</del>      <del>February 26, 2015 (If Needed)</del>  <del>January 22, 2015</del>      <del>March 5, 2015</del>  <del>January 29, 2015</del> </p>		
<b>14. Adjourned</b>		4:12 pm		

Meeting Chair: President Board

Recorder: Jennifer Curtis

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