



College Council
 May 16, 2013
 Administrative Conference Room, 212
 2:00 p.m.

Present: Heather Ostash, Matt Crow, Mary O’Neal, Angela Sellers, Lisa Stephens, Laura Vasquez, Dick Benson, John Daly, Mike Barrett, Deanna Campbell, Corey Marvin, John Stenger-Smith

Absent: Kathy Salisbury, President Board, Gianna James,

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order		2:05 p.m.		
2. Reading of the Mission Statement	Matt Crow			
3. Approval of Minutes & Action Items From April 18, 2013	Matt Crow Heather Ostash	<ol style="list-style-type: none"> 1. Matt Crow will provide faculty participants for the Accreditation Steering Committee to Corey Marvin. Completion Date: May 16, 2013. Recommendation and approved at Senate. During an Academic Senate Meeting it was adopted that a recommendation for that position will take place each year. 2. John Daly will provide the faculty participants name from the Safety and Facilities committee for the Accreditation Steering Committee to Corey Marvin. Completion Date: May 16, 2013. Emailed this morning. 3. Review the Tentative Budget for 13-14 and bring back questions to the next college council meeting. Completion Date: May 16, 2013. Agenda item. 4. Angela Sellers will research the actual location of the prison in Bakersfield. Completion Date: May 16, 2013. It will be located next to Lerdo Prison. 5. President Board will resend the Brown Act information to counsel at District and ask them to prepare a response. Completion Date: May 16, 2013. In progress. A letter is being generated from Legal at District and we anticipate it any day. 		

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		Approved with no changes.		
4. Approval of Agenda	Matt Crow Heather Ostash	Approved with no changes.		
5. Closed Session		none		
6. Discussion Items 6.a) Academic Program Review Presentations: <ul style="list-style-type: none"> • General Education • Art • Computer Science 6.b) College Council Internal Evaluation Rubric 6.c) “Connecting the dots” between committees: IEC/SLO/Program Review 6.d) Calendar 2013-2014 Meetings	Matthew Crow Loren Sandvik Karen O’Connor Corey Marvin Corey Marvin Heather Ostash	6.a) <ul style="list-style-type: none"> • General Education The GE task force met to identify the general learning outcomes from WASC and Title 5 and then served as the guiding force behind the GE Program Review. The task force met over the fall and into March and looked at the elements for the program review and was presented at senate for approval. The group also researched can we justify requiring more units than most of the California Community Colleges since we are above by 70%. We need to attend to this question and make sure all of our classes have been assessed and are in Curricunet. Academic Senate will be addressing the question of whether or not lowering the number of units required for our students would be better overall. • Art Was reviewed with an informational session in the fall. • Computer Science Was reviewed with an informational session in the fall. 6.b) The assessment of College Council was handed out for the participants to complete. The results will be presented at the September 5, 2013, meeting. 6.c) The proposal from IEC was presented. There are three areas that are very important so ACCJC so they have set up rubrics in order to assist colleges in becoming proficient with the three: Institutional Planning, Student learning Outcomes, and Program Reviews. IEC would handle Institutional Planning and it was recommended to have broad committees to handle the other two. There is value in an understanding between all groups and to have a cross of all areas working towards the same goal. IEC has not discussed direct assistance at this time. It was recommended that they be chaired by a faculty chair. The intent is to get everyone at the table and to increase the visibilities of SLO’s. It was also recommended that we		

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		<p>keep the focus on the three rubrics that ACCJC has developed. The IEC recommendation will not go out to the constituent groups.</p> <p>Action items: Take the IEC Propoasl back to your constituanecy groups and reoport back at the next meeting.</p> <p>6.d) This time works well for everyone. Thursday's 2-4 twice a month first and 3rd. First meeting on August 15th. Jennifer Curtis will send out a schedule for everyone.</p>		
<p>7. President's Report</p> <p>7.a) Achieving the Dream</p> <p>7.b) 2014 Reorganization Implementation</p> <p>7.c) Brown Act Committees</p> <p>7.d) KRV Remodel</p>	<p>Heather Ostash</p>	<p>7.a) The kick-off conference is in Orlando June 17-21, 2013. More information will be provided once the team returns. Representatives from each college and the district will also be attending.</p> <p>7.b) All teaching assistants are being let go. Charles Osteen has developed a comprehensive document on how assistance will be provided without the T.A.'s and will send the document out in August. KRV and ESCC are going to an 11 month schedule. The health benefits are being kept whole and they will be given a vacation buy-out option. Specific employee positions were updated. We are not going forward with the associate Dean of Administration of Justice instead we will be hiring a full time faculty member. We looked at all of the needs and the oversight of the program can happen in a different way such as a faculty position.</p> <p>7.c) Still waiting on a final response and we are awaiting the final document.</p> <p>7.d) The KRV/Vons center will now be done in phases this is due to the costs. The first phase will be completed over the summer. We will focus on fire safety and security issues. Waiting on a final draft of the lease agreement before we move forward.</p>		

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<p>8. Constituency Reports</p> <p>8.a) Academic Senate</p> <p>8.b) Classified Senate</p> <p>8.c) Student Government</p> <p>9.d) Consultation Council</p> <p>8.e) CCA</p> <p>8.f) CSEA</p>	<p>Matthew Crow</p> <p>Angela Sellers</p> <p>Gianna James</p> <p>Matthew Crow</p> <p>Mary O'Neal</p> <p>Mike Barrett</p>	<p>8.a) Recommendation to IEC committees recommending faculty rather than requiring faculty serve. GE, Art, and Computer Science program reviews were approved. An adhoc committee was created to explore whether or not to have a campus wide art committee. A committee was formed for the hire of Administration of Justice faculty position. At the end of this meeting Matt Crow will be handing over the reins of this committee to Laura Vasquez. Will be requiring Moodle training of 2.x.</p> <p>8.b) This summer room 248 will be used for a break room for the employees. Classified Appreciation week is next week.</p> <p>8.c) New student government president will be on the committee starting in August.</p> <p>8.d) Chancellor Will consult with counsel and report back whether or not this is a working issue- the distance education item. The Graduation Requirements document there is a request for a white paper. The strike of 4d1f- the reason this has been removed is that is removing an inconsistency. This has not been approved by the board yet. This is needed to meet the transfer degree.</p> <p>8.e) CCA has concluded their election and Matt Crow is the President for the entire district. Bob Phung is the CCA Chair and has asked Dick Benson to fill in for him at College Council since Mr. Phung has a math class scheduled during the normal College Council meeting times.</p> <p>8.f) All three chapters ratified the reorg. Next week is Classified Appreciation Week. There are no grievances between CSEA and Cerro Coso Community College but there are a few throughout the district.</p>		
<p>9. Reporting Committees</p> <p>9.a) Facilities</p> <p>9.b) Safety & Security</p> <p>9.c) Technology Resource Team</p>	<p>John Daly</p> <p>John Daly</p> <p>Mike Campbell</p>	<p>9.a)</p> <ul style="list-style-type: none"> • Gym HVAC will go to DSA • Welding roof project design is almost complete and is scheduled to go to DSA next month • KRV project updated earlier • Mammoth – the signage, art expansion and road dedication. <p>9.b) The new security guard will start June 1, 2013. The new emergency manual will come to College Council in the fall for review.</p>		

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10. Associated Committees 10.a) Budget Development <ul style="list-style-type: none"> Final feedback on the development of the 13/14 tentative budget 10.b) Institutional Effectiveness 10.c) Professional Development	Gale Lebsock Corey Marvin Corey Marvin	10.a) The tentative budget was brought to the last meeting for review. Gale Lebsock was present to answer questions. The changes to the budget were the deletion of Smarter Measure and some adjustments to permanent labor. The tentative budget allocation from Tom Burke has been received and has come in at approximately \$229,000 more and it was recommended to put that in the reserve. That total does not reflect the FTES adjustment. Due to the changes a new tentative budget will be posted to the groups for review. The final budget will go before the board in September. One abstention and the remainder recommended the tentative budget to the president. 10.b) none 10.c) Dr. Butler is scheduled to be on campus September 5, 2013. We are obligated to submit professional development hours starting in the fall and adjunct will also be responsible for professional development hours.			
11. Review of Action Items	Heather Ostash Matthew Crow				
12. Miscellaneous					
13. Future Agenda Items 1. Review of the SRID Prioritization List 2. Enrollment Management Task Force					
14. Future Meeting Dates		August 2, 2012 September 6, 2012 September 20, 2012 October 4, 2012 October 18, 2012 November 1, 2012 December 6, 2012 January 10, 2013	February 7, 2013 February 21, 2013 March 7, 2013 April 4, 2013 April 18, 2013 May 2, 2013 cancelled May 16, 2013 June 6, 2013		
15. Adjourned		3:47 p.m.			

Meeting Chair: Heather Ostash & Matthew Crow

Recorder: Jennifer Curtis

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Proposal:

The Academic Senate recently recommended the creation of a Program Review committee. This now gives us three committees focused on the three main ACCJC rubrics: student learning outcomes (SLO committee), program review (new PR committee), and institutional planning (IEC).

The proposal is that we formalize the structure and relation among these three:

Structure. Right now, IEC is a participatory governance committee with fixed membership, program review is PROPOSED as participatory governance with representative membership, and SLO is a subcommittee of academic senate composed of faculty. But outcomes are not solely the territory of Academic Senate, and it's not clear that all three need to be participatory governance.

IEC Suggestion: 1) that SLO becomes a broader committee concerned with all types of outcomes--student learning (SLO) and administrative-unit (AUO)--college-wide, 2) that SLO becomes representative in nature parallel in composition to program review, and 3) that IEC remains the only specifically identified PG committee, SLO and PR being institutional working groups.

IEC Suggestion: 1) that IEC remains chaired by the Vice President of Academic Affairs, who is also the college Accreditation Liaison Officer; 2) that both SLO and PR be chaired by an experienced member of the committee chosen annually by the committee.

Relations. Right now, IEC recommends to College Council and SLO is a sub-committee reporting to Senate. Aside from the SLO chair sitting on IEC, the two committees have nothing to do with each other.

IEC Suggestion: That the three committees become associated committees: 1) the PR chair and SLO chairs sit on IEC and vice versa, 2) the committees meet once a year (September) for common training and once a year (January) for sharing of information, and 3) IEC remains the first-among-equals, directing the work of and evaluating the other two.

Other considerations/questions

Evaluation. IEC Suggestion: the evaluation instrument for all three committees will be the related ACCJC rubric. Each year, the committees will take stock of where the college is compared to the rubric.

Direct Assistance. No reassigned time is envisioned for chairs of the SLO and PR committees as chairs. But what about experienced faculty members on the committees provided reassigned time to act as a one-on-one resource and writer? They would be responsible for direct assistance to all instructional, student services, and administrative units and for creating all reporting documents. It is highly likely that this person would also be chair.