



College Council  
 September 19, 2013  
 Administrative Conference Room, 212  
 2:00 p.m.

Present: President Board, Deanna Campbell, Angela Sellers, Kathy Salisbury, Heather Ostash, Laura Vasquez, Mike Barrett, Anthony Wovenu, John Daly, John Stenger-Smith, Dick Benson, Corey Marvin, Lisa Stephens

Absent: Steve Rogers, Cheryl Gates

| TOPIC  | FACILITATOR   | SUMMARY/ FOLLOW-UP   | O | C |
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| <b>1. Call to order</b>  |               | 2:05   |   |   |
| <b>2. Reading of the Mission Statement</b>                           | Laura Vasquez | Change the title to “Reading of the Purpose of the Meeting”<br><b>Action Item:</b> Change the title from “Reading of the Mission Statement” to “Reading of the Purpose of the Meeting” in the Participatory Governance Model handbook.<br><b>Completion Date:</b> October 3, 2013  |   |   |
| <b>3. Approval of Minutes &amp; Action Items From May 16, 2013</b>   | Board/Vasquez | Minutes approved with no changes.<br><b>1. Send corrections to the Participatory Governance Model Handbook to Corey Marvin. Completion Date: September 9, 2013 Completed</b><br><b>2. Jennifer Curtis will put together the meeting dates and time for all college and governance committees and submit to John Mercer and Anthony Wovenu so that they can appoint students to attend the meetings. Completion Date: September 19, 2013 Completed</b>  |   |   |
| <b>4. Approval of Agenda</b>   | Board/Vasquez | Agenda approved with no changes.   |   |   |
| <b>5. Discussion Items</b><br><br>a) The Elements of Decision Making | Board/Vasquez | a) An overview of the Elements of Decision Making was shared with the group. College Council members are encouraged to share the document with their constituents so that faculty and staff understand how decisions are made throughout our district. It was the consensus of the group that the document be placed with the Central Planning documents on the college website for review by faculty and staff.<br><br><b>Action Item:</b> Jennifer Curtis will ask Sylvia Sotomayor to place The Elements of Decision Making document with the Central Planning documents on the college website. President Board will incorporate the announcement of the document in the CC Chronicle. <b>Completion Date:</b> October 3, 2013 |   |   |

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| <p><b>6. President's Report</b></p> <p>a) ATD Convergence October 7 &amp; 8</p> <p>b) Update FON</p> <p>c) Update Advocacy 2013-2014</p> | <p>President Board</p> | <p>a) Cerro Coso will be hosting the first of the three site visits from the Achieving the Dream representatives on October 7 &amp; 8, 2013. The first day will include participants from all three colleges and the district with the second day solely centered on Cerro Coso Community College. The ATD schedule will be shared once it has been finalized.</p> <p>b) The faculty obligation number is over district wide by 17 full time faculty. At Cerro Coso Community College we feel the processes we have developed will uncover the needs of the faculty, not only headcount, but all needs. We have also been managing our enrollment which has helped Cerro Coso.</p> <p>c) Administration from all three colleges were invited to attend a discussion on advocacy with Patrick McCollum. Access and completion, and performance based funding were highlighted. KCCD will draft language for a bill to streamline the process of course articulation and dual enrollment for High School students. Adult Education is imminent and is in the planning stages. Grants are being looked at to help with this along with conversations across our service areas. There are currently a few community colleges offering baccalaureate degrees. Offering a baccalaureate degree at Cerro Coso Community College will be carefully considered and would not be something that would be taken lightly.</p> |   |   |

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| <b>7. Constituency Reports</b><br><br>7.a) Academic Senate<br><br>7.b) Classified Senate<br><br>7.c) Student Government<br><br>7.d) Consultation Council<br><br>7.e) CCA<br><br>7.f) CSEA | Laura Vasquez<br><br>Angela Sellers<br><br>Anthony Wovenu<br><br>Laura Vasquez<br><br>Dick Benson<br><br>Mike Barrett | <p>a) Committees are working on reworking the equivalency process by seeing what the other colleges are doing in hopes of having a district wide process. The Safety Committee met and discussed the fire drills. It was decided that one fire drill would be scheduled and one would be unannounced.</p> <p>b) No meetings have taken place since the beginning of the school year. The new break room has been completed and is being used and enjoyed by many.</p> <p>c) The Executive Board of Student Government is now full with Anthony Wovenu as the new Student Government President and Stephanie Moreno as the new Student Government Secretary. The Student Government Senate is made up of students who can go to meetings that the board can't attend. The goal is to make this year interesting and fun so that students want to get involved. Anthony Wovenu will work with the meeting chairs to assign senate members to the college committees.</p> <p>d) The first meeting of the semester is on October 22, 2013 with Scott Lay and Beth Smith on the processes of participatory governance.</p> <p>e) Dick Benson shared the notes from last College Council with his group. The Executive Council has met but there is no report.</p> <p>f) A concern was raised over the lights on the stairs in the Library and M&amp;O will make sure that this is a priority and take care of it immediately. The parking fees were discussed and it was pointed out that our employees would not be charged for parking at this time due to it being a bargaining unit item. More information on the parking plan will be sent out once it's available. There were also questions regarding the Wellness Program and it was decided that HR would handle those types of questions.</p> |   |   |

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| <p><b>8. Reporting Committees</b></p> <p>a) Facilities</p> <p>b) Safety &amp; Security</p> <p>c) Technology Resource Team</p> | <p>John Daly</p> <p>John Daly</p> <p>Mike Campbell</p> | <p>a) The following updates were provided:</p> <ul style="list-style-type: none"> <li>• Welding expansion project has just come out of DSA, with the advertisement for contractors going out within the next week</li> <li>• Draft of the parking lot has also arrived</li> <li>• Main building modernization is still in the planning stages</li> <li>• Electronics lab is going well while the IT Department is almost finished</li> <li>• Soccer field is ready to go</li> <li>• The roadway and parking lot as well as the art lab expansions under way in mammoth</li> <li>• The nursing lab in KRV for the LVN's is in the design phase</li> <li>• The gymnasium HVAC is at DSA for the final check with hopes of having it complete within the week</li> <li>• Excess furniture will be removed from KRV</li> <li>• M&amp;O has 49 active work requests.</li> </ul> <p>The Kern River Valley lease was approved at the board meeting on September 10, 2013. A community forum will be planned prior to the design phase.</p> <p>b. Safety &amp; Security is currently working on the Emergency Preparedness handbook. There is also planning underway for earthquake and fire drills with updates to the emergency boxes. There are new chemical regulations so John Stenger-Smith will send those to John Daly.</p> <p>There is a district wide committee that is looking at how to lock down the campuses. Recommendations from this committee will be given to the Chancellor in October. Phones will be placed in all of our classrooms which will provide an emergency notification for all of the rooms. This is being paid for by the District's SRID monies.</p> <p>c. No report</p> |   |   |
| <p><b>9. Associated Committees</b></p> <p>a) Budget Development</p>   | <p>Gale Lebsock</p>                                    | <p>a) No report</p>   |   |   |

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| b) Institutional Effectiveness<br>c) Professional Development<br>d) Accreditation | Corey Marvin | b) The Institutional Effectiveness Committee will meet in two weeks and will be looking at goals for the year and will pull together a comprehensive evaluation plan. They will also be discussing establishing data points for the Strategic Plan and ILO's so that they are more meaningful and manageable and also how they will be adopted.<br><br>c) Bonita Robison is currently investigating if the college can obtain additional funding from the state for Professional Development. There is a staff development day scheduled for adjunct faculty along with Lunch and Learns.<br><br>d) The follow up report was completed and submitted to the Board of Trustees for review and approval on October 10, 2013. The report must then be submitted to ACCJC by October 15, 2013. A follow-up site visit from a few of the original Accreditation Team takes place in October. The Accreditation Steering Committee has been revised with a system where management and faculty co-chair certain standards. This committee will be starting in mid-December and will led up to when the mid-year report is due. They will be responsible for keeping up on data and developing the information for when the report is due and they will also be able to pull together the information when the final report is due. The Academic Senate President called for the list of the members to be identified. |   |   |
| <b>11. Review of Action Items</b>   |              | <ol style="list-style-type: none"> <li>1. Change the title from "Reading of the Mission Statement" to "Reading of the Purpose of the Meeting" in the Participatory Governance Model handbook. Completion Date: October 3, 2013</li> <li>2. Jennifer Curtis will ask Sylvia Sotomayor to place The Elements of Decision Making document with the Central Planning documents on the college website. President Board will incorporate the announcement of the document in the CC Chronicle. Completion Date: October 3, 2013</li> </ol>   |   |   |
| <b>12. Miscellaneous</b>  |              | <ol style="list-style-type: none"> <li>1. Stu Witt has retired from the Board of Trustees at the Board Meeting on September 10, 2013. The Board acted on the resignation and they have decided to find someone to fill the remainder of his term through the interview process. They will have 60 days to make their decision.</li> <li>2. It was noted that the make-up of College Council could possibly include another student and a counselor.</li> </ol>  |   |   |

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| <b>13. Future Agenda Items</b><br>1. Review of the SRID Prioritization List |             |   |  |   |
| <b>14. Future Meeting Dates</b>   |             | <del>September 5, 2013</del><br><del>September 19, 2013</del><br>October 3, 2013<br>October 17, 2013<br>November 7, 2013<br>November 21, 2013<br>December 5, 2013 | February 6, 2014<br>February 20, 2014<br>March 6, 2014<br>April 3, 2014<br>April 17, 2014<br>May 1, 2014<br>June 5, 2014 |   |
| <b>15. Adjourned</b>  |             | 3:48 pm   |  |   |

Meeting Chair: President Board & Laura Vasquez

Recorder: Jennifer Curtis

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