

## College Council December 5, 2013 Administrative Conference Room, 350A 2:00 p.m.

<u>Present:</u> Angela Sellers, Corey Marvin, President Board, Gabriel Gutierrez, Anthony Wovenu, John Daly, John Stenger-Smith, Kathy Salisbury, Deanna Campbell, Caroline Sanderson, Laura Vasquez,

<u>Absent:</u> Heather Ostash, Lisa Stephens, Steve Rogers, Greg Kost, Cheryl Gates, Mike Barrett

**Guest:** Sylvia Sotomayor

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	0	С
1. Call to order		2:12pm		
2. Reading of the Purpose of the	Laura			
Meeting	Vasquez			
3. Approval of	President	Minutes approved with no changes.	х	
Minutes & Action Items	Board			
From November 7, 2013		<ol> <li>To better help us with our diversity &amp; equity plans, training on facilitating needs to be scheduled. Completion Date: November 21, 2013. A dialogue with the Achieving the Dream Data Coach will take place regarding a plan. Facilitator training for focus groups will be discussed and an update will be provided at the next College Council meeting. Mike Carly will be providing Facilitator Training on campus next week. The make-up training is still under discussion and Heather Ostash will be sharing her plans for training.</li> <li>The President's office will speak with Sylvia Sotomayor to develop a Governance tab on insideCC with all the supporting committees listed within the channel. Completion Date: November 21, 2103 On agenda</li> <li>President Board will ask whether or not we will be able to use Board Docs to display College Council documents. Completion Date: November 21, 2013</li> </ol>		

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		The Student Government representative will provide President Board		
		a review of the statewide resolutions that were addressed at the		
		General Assembly. Completion Date: November 21, 2013 Board Docs		
		is primarily used for Board Meetings.		
		4. Resolutions—on agenda		
4. Approval of Agenda	President	Agenda approved with no changes.		
	Board			
5. Discussion Items		5.a) As a part of the Academic Senate budget process there was a suggestion	х	
5.a) Governance Tab on insideCC	John Daly	to increase transparency. So along those lines a tab on insideCC was		
		developed to place Cerro Coso Community College committee's agendas,		
		minutes, meeting dates, and supporting documents. Committee chairs will be		
	Jill Board	responsible for sending their information to Sylvia Sotomayor for placement		
		on the tab since there is no way to link directly to the groups. There is another		
		solution that the district has developed but it is not ready for use by the		
		colleges. The tab on insideCC will not be open to the public. There has been a		
		call out to the meeting chairs and minute takers for information. This will be		
		made available to all faculty, staff, and students. It was recommended that		
		we start using documents from fall 2012 to align with accreditation. It was the		
		consensus of the group that we move forward with the Governance tab.		
		Action item: Chairs of committees and subcommittees are requested to send		
		their meeting dates, agendas, and approved minutes to Sylvia Sotomayor so		
		that she can upload to the new insideCC Governance tab. Completion Date:		
		February 6, 2014		
5.b) Review of Proposed Board		5.b) The first big meeting of the new semester was last week and during that		
Policy Language from		meeting several board policies and procedures were reviewed. There will be a		
Consultation Council		meeting next Monday to go over those policies again and input is needed		
<ul> <li>BP 3A Fiscal</li> </ul>		from College Council.		
BP 11C Student				
Employment		The following information was pointed out.		
BP 11D1 Equal		3A1A6- Academic Senate recommendation is moving from 5% to 10% not		
Employment Opportunity		17%. Page 7- Why does the CFO have to approve all PO's that are prepared		

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in the Employment of		within the line-staff organization of the College or DO.		
Personnel		BP11C- This will allow more students to work and be a part of the program.		
<ul> <li>AP Procedure 11D4A-</li> </ul>		BP11D1- This requires we have a diverse membership. How will this be		
Unlawful Discrimination		implemented and how will it be tracked?		
Complaint Process		AP Procedure 11D4A Unlawful discrimination complaint process-New process.		
<ul> <li>AP Procedure 11D4A –</li> </ul>		There were questions from Academic Senate as to why we have a new		
Complaint Procedure		process and what will back this up?		
<ul> <li>AP 4B3 Distance</li> </ul>		AP 4B3 Distance Education- We cannot change should to shall without		
Education		negotiating the effects. We recommend that it stay shall and we should		
		negotiate that in the contract. It was pointed out that we need to have		
		something in Board Policy so that we adhere to the Higher Education Act.		
		5.c) It was recommended that we have the start date for summer session		
5.c) Academic Calendars 2015-16		begin on May 31 <sup>st</sup> . An inconsistent start date causes problems for counseling		
& 2016-17		and students, especially Veterans. Biology and Science requested an early		
		start date since they run 12-week classes in the summer. Spring break is		
		tentative at the time it is submitted and will be aligned with Sierra Sands once		
		they post their specific dates. Once the calendars are approved they will go to		
		the Union for ratification. There was a discussion about taking Thanksgiving		
		week of, but this is not allowed.		
5.d) Review College Council		5.d) The BOT meeting dates have been revised which interferes with College		
meeting dates due to BOT		Council. It was the consensus of the group that there be an informal meeting		
meeting changes		on the 6 <sup>th</sup> to address Dr. Butler. The ATD core group would also be invited.		
		The next College Council meeting will be on February 20 <sup>th</sup> .		
		March- the BOT meeting is now scheduled on the 6 <sup>th</sup> so it was the consensus		
		of the group to have College Council on March 20 <sup>th</sup> .		
		April- April 3 <sup>rd</sup> will be an ATD convergence in Bakersfield so College Council will be on April 17 <sup>th</sup> .		
		Action Item: Jennifer Curtis will send out the correct College Council meeting dates to everyone. Completion Date: February 20, 2014		

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6. President's Report	President	6.a) President Board met with the Academic Senate Board and it was decided		Х
6.a) Update on Academic Senate	Board	that they would put together a budget task force and will meet with President		
Budget Process		Board and Vice President Marvin.		
6.b)Faculty Recruitment 2014-15		6.b) We will be recruiting for Biology. There was a question about replacing		
		positions because of retirements and it was pointed out that we do not hire		
		based on retirements but we hire based on what is needed after review of the Unit Plans.		
7. Constituency Reports		7.a) A request for College Council is that they feel like faculty should have	х	
		more input on enrollment management so they recommended a task force be		
a) Academic Senate	Laura	formed that would work together with management. It was recommended		
	Vasquez	that Senate research how this is done at other colleges, how it's working at		
b) Classified Senate		those colleges, and is it under the governance structure at the college.		
c) Student Government	Angela	7.b) There will not be a holiday party this year but Classified Senate is		
<ul> <li>General Session</li> </ul>	Sellers	working with the administrators to make the December 13 <sup>th</sup> Holiday Buffet		
Resolutions		more festive with purchasing gifts for drawings at the event.		
	Anthony			
d) Consultation Council	Wovenu	7.c) A list of the resolutions that passed during the General Assembly was		
<ul> <li>District Wide Decision</li> </ul>		provided to the group. Resolutions come from colleges through-out		
Making Survey		California. There are some issues that don't necessarily pertain to issues at		
<ul> <li>District Wide Strategic</li> </ul>	Laura	Cerro Coso Community College but they are still issues students should be		
Plan – Revised	Vasquez	aware of. The resolutions are sent to the state to influence state policies and		
		decisions. They are currently working on a resolution for designated smoking		
e) CCA	Dick Benson	area on our campus.		
f) CSEA		7.d) Tabled for February 6, 2014.		
	Mike Barrett			
		7.e) Items that were being discussed in CCA were addressed in Academic		
		Senate.		
		7.f) New e-board officers will be seated in January. No elections due to only		
		one person per seat. Full fledge contract negotiation will start in January.		

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8. Reporting Committees		No report		х
a) Facilities	John Daly	·		
b) Safety & Security	John Daly			
c) Technology Resource	Mike			
Team	Campbell			
9. Associated Committees		a) The committee met and went over how the committee will work. They		Х
a) Budget Development		will be looking at requests vs. actual expenditures.		
	Gale Lebsock			
b) Institutional Effectiveness	Corey Marvin	b) No report		Х
		c) No report		
c) Professional Development		d) New standards are being developed and will be released in January for		
		vetting decisions made in June. The steering committee will be conviened at		
d) Accreditation		the end of the spring semester with training provided to the committee.		
11. Review of Action Items		<ol> <li>Chairs of committees and subcommittees are requested to send their meeting dates, agendas, and approved minutes to Sylvia Sotomayor so that she can upload to the new insideCC Governance tab. Completion Date: February 6, 2014</li> <li>Jennifer Curtis will send out the correct College Council meeting dates to everyone. Completion Date: February 20, 2014</li> </ol>	x	
12. Miscellaneous		None		Х
13. Future Agenda Items		Consultation Council	х	
1. 311 A/Q Reports		1. District Wide Decision Making Survey		
		2. District Wide Strategic Plan – Revised		
14. Future Meeting Dates		September 5, 2013         February 6, 2014 Cancelled           September 19, 2013         February 20, 2014           October 3, 2013 cancelled         March 20, 2014           October 17, 2013         April 3, 2014 Cancelled           November 7, 2013         April 17, 2014           November 21, 2013         May 1, 2014           -         June 5, 2014		
15. Adjourned		4:14pm		

 Meeting Chair:
 President Board
 Recorder:
 Jennifer Curtis
 O Open/C Closed