



College Council
 September 7, 2017
 Administrative Conference Room, EW 207
 2:00 p.m.

Present: President Board, Jan Moline, Lisa Couch, Frank Timpone, Mike Campbell, John Daly, Chad Houck, Heather Ostash, Corey Marvin, Mike Barrett, Deanna Campbell, Lisa Stephens, Paul Kuttig, Sam Kelley, Joe Slovacek

Absent: Penny Talley

Guests: Suzie Ama, Ryan Khamkongsay

OPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order		2:05pm		
2. Reading of the Purpose of the Meeting	Jan Moline			
3. Approval of Minutes & Action Items	President Board/ Jan Moline	<p>Minutes approved.</p> <ol style="list-style-type: none"> 1. Corey Marvin will look at the make-up and charge of the Professional Development Committee and make changes for the Participatory Governance Model handbook. Completion Date: September 2017. The new faculty flex coordinator, Sharlene Paxton, will be chairing the Professional Development Committee and will help with the revising of the committee makeup, and the rewriting of the charge. 2. Corey Marvin will provide the President’s Office a list of deadlines that were provided to the accreditation standard groups. Completion Date: May 1, 2017. Completed. 3. Jennifer Curtis will update the College Council Survey and will send it out immediately. Completion Date: May 1, 2017. Completed. 4. All college council members should look at the Decision Making Process chart and provide updates to President Board. Completion Date: May 1, 2017. Completed. 5. The Event Planning form will be reviewed and revised during the fall 		

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		semester. Completion Date: Ongoing. Work will be done with Natalie Dorrell to update the form to include publicity requests. Mike Campbell will do a presentation on the new updated form at a future College Council meeting.		
4. Approval of Agenda	President Board/ Jan Moline	Agenda approved.		
5. Reporting Committees a) Facilities b) Safety & Security c) Technology Resource Team (TRT) d) Student Success Support Programs (SSSP)	John Daly Lisa Couch Mike Campbell Heather Ostash	a) The Facilities Committee has not yet met. The committee is working on filling their membership. b) The Safety & Security Committee has not yet met. The committee is working on filling their membership. Faculty and student representation is needed. Greta Robinson has been hired as the new Safety & Security Program Manager. c) The Technology Resource Team has not yet met. The committee is working on filling their membership now. d) The first meeting for the Student Success Support Programs is in two weeks. They are in the process of launching the inquiry group's strategies that were identified last year. The Cerro Coso Rocks event was an outcome of the inquiry groups and the event was a huge success.		
6. Associated Committees a) Budget Development b) Institutional Effectiveness Committee (IEC)	Lisa Couch Corey Marvin	a) The first Budget Development Committee meeting will be on September 21. The budget for 2017-2018 will be going to the Board of Trustees during the September board meeting for approval. The 2017-2018 budget sheet was shared with the group. It was noted that we are currently balanced on the reserve at \$457,498. Cerro Coso Community College is receiving an adjustment to our carryover balance from the 2015 allocation that was originally held in a district wide reserve. b) The Institutional Effectiveness Committee will meet next week. Cerro Coso recently hired two new employees, who are located at IWV, to handle our institutional research needs. One of these employees will also serve on IEC.		

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<p>e) Community College Association (CCA)</p> <p>f) California School Employee Association (CSEA)</p>	<p>Joe Slovacek</p> <p>Mike Barrett</p>	<p>workshop on November 28, from 3-5pm, in Bakersfield. There is an option to attend by video. President Board encouraged all that could attend to do so. More information will be shared at a later date.</p> <p>e) The first meeting of CSEA was held on Monday. There is a new contract with printed copies available soon. There is a link to the electronic contract on the District Human Resources website under Board Polices.</p> <p>f) CalPERS has two vacant seats so voting will take place soon. The health care plan election is this month. The current labor relations representative is leaving and Michael Nolan will be taking over. They are working to fill the College Council seat as well as representatives on three Child Development Center hiring committees. CSEA is working with HR on parking permits for the main campus.</p>		
<p>8. Discussion Items</p> <p>a) Web Professional Program Review</p> <p>b) College Council Survey</p>	<p>Suzie Ama</p> <p>President Board/Jan Moline</p>	<p>a) Suzie Ama presented the Web Professional Program Review, which was accepted by College Council.</p> <p>b) The self-evaluation and the constituent survey results for 2016-2017 was shared with the group. A comparison of the results from the last two years was provided. It was felt that there has been a great effort to help everyone understand his or her role with participatory governance. It was recommended that we put out information on the electronic signage regarding participatory governance. The new Institutional Researcher, Ryan Khamkongsay, felt that next time we would do a more targeted survey or random push out for more accurate results. President Board will be working with Human Resources to inform new employees on participatory governance. President Board will be sending out information to all sites letting everyone know how they can access minutes, agendas, and supporting documents for College Council. There is also a site that everyone can view the agenda and approved minutes from College Council.</p>		

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d) Guided Pathways		d) Guided pathways was funded at \$150 million from the State. We are taking a specific team of people to training on how to write a long term plan and to do a self-assessment. Once that plan and self-assessment is complete, colleges will receive their allocated funds. The documents from the State were provided to the group for review.																
10. Review of Action Items	President Board/ Jan Moline	<p>1. All members of College Council should review the results of the survey with their constituents and bring back recommendations to improve communication and strategies for improving transparency and communication at the next College Council meeting. Completion Date: September 21, 2017.</p> <p>2. President Board will be sending out information to all sites letting everyone know how they can access minutes, agendas, and supporting documents for College Council. Completion Date: September 21, 2017.</p>																
11. Miscellaneous		N/A																
12. Future Agenda Items		<p>a) Onboarding New Cerro Coso Employees</p> <p>b) ILO Review</p> <p>c) Accessibility 508 Compliance</p> <p>d) Event Planning Form Presentation– Mike Campbell</p>																
12. Future Meeting Dates		<table> <tr> <td>September 7, 2017</td> <td>February 1, 2018</td> </tr> <tr> <td>September 21, 2017</td> <td>February 15, 2018</td> </tr> <tr> <td>October 5, 2017</td> <td>March 1, 2018</td> </tr> <tr> <td>October 19, 2017</td> <td>March 15, 2018</td> </tr> <tr> <td>November 2, 2017</td> <td>April 5, 2018</td> </tr> <tr> <td>December 7, 2017</td> <td>April 19, 2018</td> </tr> <tr> <td>January 18, 2018</td> <td></td> </tr> </table>	September 7, 2017	February 1, 2018	September 21, 2017	February 15, 2018	October 5, 2017	March 1, 2018	October 19, 2017	March 15, 2018	November 2, 2017	April 5, 2018	December 7, 2017	April 19, 2018	January 18, 2018			
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14. Adjourned		4:00 pm																

Meeting Chair: President Board

Recorder: Jennifer Curtis

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