



College Council
 October 5, 2017
 EW 207
 2:00pm – 4:00pm

Present: Jill Board, Lisa Couch, Corey Marvin, Heather Ostash, Frank Timpone, John Daly, Mike Campbell, Penny Talley, Christine Small, Jan Moline, Lisa Stephens, Deanna Campbell, Mike Barrett, Joe Slovacek, Kim Kelley, Samuel Kelly, Greta Robinson, Chad Houck, Paul Kuttig

Absent: Jennifer Curtis

Guests: Jim Lewandowski

| TOPIC | FACILITATOR | SUMMARY/ FOLLOW-UP | O | C |
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| 1. Call to order | | 2:03pm | | |
| 2. Reading of the Purpose of the Meeting | Jan Moline | | | |
| 3. Approval of Minutes/Action Items | | <p>Minutes approved.</p> <ol style="list-style-type: none"> 1. Heather Ostash will work with Pam Campbell to find a permanent location for the Student Government meetings. Completed. 2. John Daly will work with Student Government to free up the space in their cubicles. Completed 3. Mike Campbell will discuss with Sylvia Sotomayor developing a calendar that has committee dates and times that can be accessed by all employees. Not completed, still working on it. Completion date: November 2, 2017 4. A draft of the minutes will be sent out to College Council members as a tool for them to use to communicate with their constituencies. Members will be tasked with asking for input on the items on what their constituents would like. Completed. 5. College Council members are tasked with asking for input on the items listed to improve communication and strategies to improve transparency. From this input, College Council meetings will be streamed beginning October 19th. Completed 6. Jennifer Curtis will send a link out to the cc_all listserve once the approved minutes and agenda have been posted to the Cerro Coso Governance page. TBD 7. Mike Campbell will discuss with Sylvia Sotomayor using electronic signage to announce governance committee meetings. Completed | | |

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| 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 Greta Robinson Mike Campbell Heather Ostash | <p>a) The Facilities Committee meets next week. John is seeking a student representative for this committee. John reported the welding class is repairing the Dancer Sculpture base. The big white fiberglass sculpture is repaired and ready for pick up in Ventura.</p> <p>b) Greta confirmed the Clery reporting is complete and notices went out to the appropriate areas. She has invited Kern County Fire Department to meet with her and tour the campus on October 6, 2017. The Safety Committee will meet on October 12, 2017. The focus will be The Great Shake Out scheduled for October 19th at 10:19a.m. Posters are going up today and all sites should participate. An email notification will go out early next week and the following week as well.</p> <p>c) TRT met last Tuesday and discussed Banner 9 upgrades and changes from laser fiche to document imaging. The IT program reviewed was shared for input and Standard III draft will go to TRT for review then to Corey Marvin by the end of the month. The committee has added College Council minutes and Safety videos to their agenda. They would like to receive the College Council agenda ahead of time and will explore live stream options for the group. Student Government would like to explore the idea of a college radio station. Heather Ostash expressed concern regarding Banner 9 training and the need to communicate the training schedule to the various groups. Action: Mike Campbell will suggest at the next IT Managers meeting that they use the same format for agenda item as TRT for Banner 9 training. We need a training plan for our college of what will be covered and when. Completion Date: October 19, 2017.</p> <p>d) The committee has met a couple of times and reviewed the information received from the Financial Wellness Survey and CCE SSE, Community College Survey of Student Engagement. They will be following up with the inquiry groups and are working on the structure for Professional Development. The Guided Pathways needs assessment is underway. A draft of the initial input and ratings will be prepared and shared with the groups. The college does receive qualified funding through Guided Pathways previously referred to as Matriculation. The committee welcomed Peter Fulks as the CTE faculty representative. Ryan Khamkongsay, Institutional Researcher and Andy Love, Institutional Research Analyst will be analyzing the data from the surveys to present to College Council.</p> | | |

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| <p>5. Associated Committees</p> <p>a) Budget Development Committee</p> <p>b) Institutional Effectiveness Committee (IEC)</p> <p>c) Professional Development</p> <p>d) Accreditation</p> | <p>Lisa Couch</p> <p>Corey Marvin</p> | <p>a) The Budget Development Committee has not met since the last College Council. The next meeting is scheduled for November 6 and the committee we be reviewing accreditation. The District Wide Budget Committee will be meeting at the end of October. They are looking for one classified employee and one student representative.</p> <p>b) The IEC has not met since the last College Council meeting.</p> <p>c) Professional Development meets next week. Jan mentioned faculty were questioning if PDC was a sub-committee of the senate. She could not find documentation within the constitution where the change happened. Corey stated a faculty sub-committee that can focus on days such as Flex Days would be helpful.</p> <p>d) Accreditation is ongoing with continuing conversations.</p> | | |
| <p>7. Constituency Reports</p> <p>a) Academic Senate</p> <p>b) Classified Senate</p> <p>c) Student Government</p> <p>d) Consultation Council</p> <p>e) Community College Association (CCA)</p> <p>f) California School Employee Association (CSEA)</p> | <p>Jan Moline</p> <p>Paul Kuttig</p> <p>Samuel Kelley</p> <p>Present Board</p> <p>Joe Slovacek</p> <p>Mike</p> | <p>a) Academic Senate met today. Chris Hines has reviewed the revisions to the Academic Senate organizational structure and reported back that there are no issues with compliance or Brown Act. College Council report back was moved to the beginning of the meeting. They will continue to discuss the proposed board policy changes on October 19th.</p> <p>b) The Classified Senate has not met. Paul will bring topics forward of our discussions.</p> <p>c) Student Government is traveling to San Jose with Penny Talley to attend the CCCSAA, California Community College Student Affairs Association conference. They have the biggest group so far with good turnouts at the meetings. They are forming a committee to revise the student constitution.</p> <p>d) BC Academic Senate has proposed their own version to BP and AP 2430, as well as BP and AP language concerning the evaluation of the Chancellor and College Presidents. The proposed language does not contain necessary language expected by ACCJC. Additionally the BC A.S. language appears to limit the Chancellor’s ability to lead the District of three colleges. Chris Hines clarified board policy on retreat rights for non-tenure. Gary Moser presented a structure to establish a Participatory Governance Group for District Wide IT issues. Tonya Davis is still researching classified having adjunct teaching rolls.</p> <p>e) No report.</p> <p>f) Mike Barrett reported Cheryl Fitzsimmons is the 2nd rep for College Council. Katie Coffman volunteered to serve on the District Wide Budget Committee.</p> | | |

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| <p>8. Discussion Items-</p> <p>a)Arborist Presentation</p> <p>b)Integrated Planning SSSP/Student Equity/BSI Plan</p> | <p>Jim Lewandowski</p> <p>Christine Small</p> | <p>a) Jim Lewandowski, with Tip Top Arborist, presented detailed information to the committee on his assessment of the sculpture garden trees. He presented a power point showing the trees that need to be removed, trimmed, shaped, and cleaned. He is looking to keep as many trees as possible while opening up the space to give the existing trees and grass the environment they need. Pruning tips will be shared with our grounds crew for ground level pruning. They would like to begin their work while the trees still have their leaves.</p> <p>b) Christine Small presented the Integrated Planning for SSSP, Student Equity and Basic Skills. She shared the identified goals and corresponding activities that will be implemented by SSSP, SE, and/or Basic Skills [one, two, or all three are identified to take the lead for each activity]) to improve student success, transfer and retention. This includes developing a college wide communication plan to get students using college technology and resources effectively. This is just a broader frame of the work they have already been doing looking at it from a student perspective.</p> | | |
| <p>9. President's Report</p> <p>a) East Kern Educational Collaborative Nov. 8</p> <p>b) 10 + 1 Gov. Workshop November 28, 17 3:00pm – 5:00pm</p> | <p>Jill Board</p> | <p>a) The EKEC will meet November 8th This is a citywide partnership for cradle to career to get people employed.</p> <p>b) November 28th The Participatory Workshop regarding the Academic Senate's 10+1 will follow Consultation Council and be held at the Marriot. The presentation will not be streamed at the request of the presenters. More details to come.</p> | | |
| <p>10. Review of Action Items</p> | | <p>1. President Board will have the agenda posted in advance to the College Council Group and add a link to Senate Canvas for easy access. Completion Date: October 19, 2017</p> <p>2. Mike Campbell will follow-up on options and costs to convert digital signage software. Completion date: November 2, 2017.</p> <p>3. Future College Council meetings will be set up so that streaming can be made available to others who wish to listen in on the discussions. Completion Date: October 19, 2017</p> | | |
| <p>11. Future Agenda Items</p> | | <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> <p>e) Education Master Plan Presentation – October 19th, 2017 Corey Marvin</p> <p>f) Annual Unit Plan Presentation – Oct. 30th at Faculty Chair Meeting, November 2nd College Council and Section Plans will be presented December 7, 2017 These will be streamed for others to view.</p> | | |

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| 12.Future Meeting Dates | | September 7, 2017 September 21, 2017 October 5, 2017 October 19, 2017 November 2, 2017 December 7, 2017 January 18, 2018 | February 1, 2018 February 15, 2018 March 1, 2018 March 15, 2018 April 5, 2018 April 19, 2018 | | |
| 13. Adjournment | | 4:00pm | | | |

Open/ Closed

Title _____Jill Board_____
 Person in charge of meeting

Recorder_____Crystal Leffler_____
 Person responsible for recording meeting