



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

Present: President Board, Frank Timpone, Mike Campbell, Heather Ostash, Deanna Campbell, Paul Kuttig, Joe Slovacek, Penny Talley, Greta Robinson, Chad Houck, Jon Heaton, Mike Barrett, Jan Moline, John Daly, Lisa Stephens, Cheryl Fitzsimmons

Absent: Lisa Couch, Corey Marvin, Kim Kelly, Sam Kelley

Guests: Rebecca Pang

OPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order		2:04pm		
2. Reading of the Purpose of the Meeting	Jan Moline			
3. Approval of Minutes & Action Items	President Board/ Jan Moline	Minutes approved 1. The Guided Pathways self-assessment and narrative should be shared with constituencies and recommendations brought to the next College Council meeting. Completion Date: November 2, 2017. No recommendations shared.		
4. Approval of Agenda	President Board/ Jan Moline	Agenda approved.		
5. Reporting Committees a) Facilities b) Safety & Security c) Technology Resource Team (TRT)	John Daly Greta Robinson Mike Campbell	a) The Facilities committee did not meet in November and instead an email update was sent out to the committee. The committee is at full membership. b) The Safety and Security committee is currently working on a calendar of events. First Aid kits are being discussed. c) The Technology Resource Team did not meet in November but will meet in December. The shredding of sensitive paper was discussed and will be reviewed further with John Daly for cost. There has been a request for a student run Radio Station. That request will be explored further and more information will be shared later.		

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d) Student Success Support Programs (SSSP)	Heather Ostash	d) During the last Student Success Support Programs meeting student gaps were discussed. The LAC was opened the Sunday before finals, which allowed over 50 students access to computers and a place to study for the day. Blaine Simmons, Matt Crow, and Tyson Huffman maned the building for the day so a big thank you to them. The food distribution took place this week. There is hope that this will take place on a monthly basis. Partnerships are in talks now. There are discussions in place to also take the program to ESCC. KRV is in talks with the food distribution from Bakersfield to have them come to the campus to include the KRV students who are usually in class when they visit the Lake Isabella area. Local distribution sites will be compiled and shared with students. It was found that advertising on Facebook was the best way to reach the students. One outcome of the recent Inquiry Groups was to have Flex Day with more of a staggered approach to better include Student Services. Cross-functional teams are being formed to address guided pathways. Onboarding and registration process will be addressed first to overcome barriers and to make the process clearer for the students.		
6. Associated Committees a) Budget Development b) Institutional Effectiveness Committee (IEC) c) Professional Development	Frank Timpone Corey Marvin Frank Timpone/ Chad Houck	a) The District Wide Budget Development Committee met last week and they were tasked with reviewing sections of the Budget Allocation Model. Each group will be presenting their review later this week. It was recommend that contact be made with those individuals on the BAM Committee for budget implications that could affect the college. b) On January 24, 2018, the Institutional Effectiveness Partnership Institute will be visiting the campus to talk to different groups to see how they are doing since receiving their recommendations last year. c) The Professional Development Committee met in early November. They are developing sub groups for faculty and classified to come back with recommendations for future professional development opportunities making sure all groups are represented. The Academic Senate approved a resolution that the subcommittee for professional development be recognized as a standing committee. President Board shared that professional development is part of the KCCD Board's goals so that was also passed onto the President's as their goals		

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<p>d) Accreditation d.1) Accreditation Standard IVA & IVB</p>	<p>Deanna Campbell</p>	<p>for the colleges. There is a need to capture professional development that is happening at Cerro Coso so the committee will be tasked with coming up with a tool to help with this.</p> <p>d.1) Standard IVA and IVB have been posted on the College Council Group. Please review and provide input to Deanna Campbell. ACCJC sent a letter to the College making sure the flow chart we have in our Participatory Governance Model Handbook has enough detail. President Board will expand the flow chart and bring a draft version to College Council for review.</p> <p>Action Item: President Board will expand the Decision Making flow chart in the Participatory Governance Model and bring a draft version to College Council for review. Completion Date: Ongoing</p>		
<p>7. Constituency Reports a) Academic Senate</p>	<p>Jan Moline</p>	<p>a) The Academic Senate met today, 12/07/17, and approved the formation of two ad-hoc committees,</p> <p>1.) The first was charged with working together to make recommendations regarding process, procedure, and forms for students to obtain Progress Reports. Discussion revealed that faculty are frustrated by varied forms, and students that submit forms at the last minute, pressuring them for immediate completion. Secondly, that some faculty have noticed a drop in the number of forms, despite an increase in the number of students that historically would have been asking them for Progress Reports. The faculty concern is that some may be attempting to submit forms that the instructors have not actually seen. The ad-hoc committee, Matt Hightower, Nakysa Cummings, Vivian Baker, Justus Scott, and Christine Small (guest member), were charged with developing a form and process that would be consistent across both online and onsite courses that would meet the need of the programs (EOPS, DSPS, Counseling, and Athletics), require that students take responsibility, and ensure that faculty have the time to review their records and programs have verification that the instructor completed the form. Additionally, the committee would move the recommendations/forms through the proper channels to obtain District Wide consensus, and provide the POCER with input related to system wide use in OEI (as more students in more districts take our online courses we could see an influx of requests from students outside the district).</p>		

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		<p>2.) The second was charged with working together to determine the appropriate composition and scope for a Task Force recommendation that would come back to Academic Senate for approval, then go the College Council to form a cross-functional Incarcerated Student Education Program (ISEP) Task Force charged with developing process, procedure, and professional development recommendations:</p> <ul style="list-style-type: none"> a. to ensure that the education provided meets the standards and needs of all parties involved, and b. to ensure consistent, appropriate, and rigorous education that meets Title V, and Title XV requirements, and meets the needs of the incarcerated student, such that Cerro Coso's ISEP can become a model across the state. 		
b) Classified Senate	Paul Kuttig	b) The Constitution is currently being updated. There is a professional development day scheduled on December 13, 2017.		
c) Student Government	Samuel Kelley	c) No report.		
d) Consultation Council	President Board/ Jan Moline	d) Consultation Council is currently working on revising board policies. The outcome of the 10+1 workshop is that the document is not ready to be shared. Chancellor Burke will be working with the Academic Senate President's to land land on a process to study the current draft. When writing accreditation standards please reference the current board policies.		
e) Community College Association (CCA)	Joe Slovacek	e) The new CCA Adjunct representative is Sara Brown. Ongoing negotiations to include prison-teaching assignment, Student Learning Outcome's tied to evaluations, and mileage reimbursements.		
f) California School Employee Association (CSEA)	Mike Barrett	f) Contract bargaining management and ratification votes for positions around the district have been taking place.		
8. Discussion Items a) Section Plan Presentations <ul style="list-style-type: none"> • Distance Education 	Rebecca Pang Lisa Stephens	a) Section Plan Presentations <ul style="list-style-type: none"> • Distance Education – The Distance Education Section Plan was presented by Rebecca Pang. 		

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<ul style="list-style-type: none"> • East Kern • Kern River Valley • Eastern Sierra College Center (Bishop & Mammoth) • Letters and Sciences 	<p>Deanna Campbell</p> <p>Chad Houck</p>	<ul style="list-style-type: none"> • East Kern – The East Kern Section Plan was presented by Lisa Stephens. • Kern River Valley – The Kern River Valley Section Plan was presented by Lisa Stephens. • Eastern Sierra College Center – The Eastern Sierra College Center Section Plan was presented by Deanna Campbell. • Letters and Sciences – The Letters and Sciences Section Plan was presented by Chad Houck. <p>The Section Plans can be viewed at: http://planning.cerrocoso.edu/2017-2018.html</p>		
<p>9. President’s Report</p>	<p>President Board</p>	<p>CVHEC and the State Chancellor’s office are teaming up on the guided pathways initiative. The two groups along with help from the RP Group will be working on creating some type of accountability. Cerro Coso submitted an application and was approved to participate in the program. The team from Cerro Coso will include Chad Houck, Christine Small, Ryan Khamkongsay, Missy Gross, and Tyson Huffman.</p> <p>President Board thanked all of the participants who worked on the food insecurities issue.</p> <p>A meeting was hosted with Martha Kanter at the College of the Canyons regarding the College Promise. Dr. Kanter’s group is tasked with helping colleges develop their own College Promise programs. They will help with how to get donations from big companies along with marketing, etc. The requirements that Cerro Coso has developed for the Cerro Coso Promise seems to be right on par with other colleges that are participating and also the state requirements. Community mentors is one area that is being investigated for future use.</p> <p>Legislation was passed that if you are a community college student that transfers to a CSU’s you will be allowed to pay what you were paying at a community college.</p>		
<p>10. Review of Action Items</p>	<p>President Board/ Jan Moline</p>	<p>1. President Board will expand the Decision Making flow chart in the Participatory Governance Model and bring a draft version to College Council for review. Completion Date: Ongoing.ji</p>		
<p>11. Miscellaneous</p>		<p>n/a</p>		
<p>12. Future Agenda Items</p>		<p>a) Onboarding New Cerro Coso Employees</p> <p>b) ILO Review</p>		

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		c) Accessibility 508 Compliance d) Event Planning Form Presentation– Mike Campbell		
12. Future Meeting Dates		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		
14. Adjourned		4:09pm		

Meeting Chair: President Board

Recorder: Jennifer Curtis

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