College Council
April 5, 2018
Administrative Conference Room, EW 207
2:00 p.m.

Present: Mike Campbell, Paul Kuttig, Joe Slovacek, John Daly, Lisa Couch, Corey Marvin, Kim Kelly, Jan Moline, Cheryl Fitzsimmons, President Board, Heather Ostash, Lisa Stephens, Frank Timpone, Chad Houck, Deanna Campbell, Sam Kelley
Absent: Penny Talley, Jon Heaton, Mike Barrett
Guest: Dawn Ward, David Villicana, Julie Cornett, Jarrod Bowen

OPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order		2:01 pm		
2. Reading of the Purpose of the Meeting	Jan Moline			
3. Approval of Minutes & Action Items	President Board/ Jan Moline	Minutes approved. 1. President Board and Jennifer Curtis will work with Sylvia Sotomayor to develop an accessible agenda and minutes template for use across Cerro Coso Community College. Completion Date: Ongoing		
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 Lisa Couch Mike Campbell	a) The Facilities Committee will be meeting next Monday to go over their standard as a group. Tours of the main building will be starting tomorrow. b) An evacuation drill is scheduled for the afternoon of April 18. Emails will be sent out with reminders on evacuation areas. April is Sexual Violence Awareness month. Denim Days is scheduled for April 25. A representative from the Women's Center will be presenting workshops on April 24, which will also be livestreamed to the other campuses. The representative will also be participating in the Thirsty Thursday event with the students. c) The Technology Resource Team will meet next Tuesday.		

OPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
d) Student Success Support Programs (SSSP)	Heather Ostash	d) The Student Success Support Programs committee has recently submitted the Guided Pathways work plan they were working on. The quality focus essays and the strategic plan measures were the discussions at yesterday's meeting. A focused action planning meeting will take place before the end of the semester that will cover the next 18 months.		
6. Associated Committees a) Budget Development	Lisa Couch	a) The Budget Development Committee is currently meeting on a weekly basis. The District Wide Budget Committee made a recommendation to the Board of Trustees to cap the district reserve at 18%. The District reserve is currently at 19% so this would mean that 1% will be distributed back to the colleges. Once the recommendation is accepted the Board Policy will need revising to reflect the change.		
b) Institutional Effectiveness Committee (IEC)	Corey Marvin	b) The Institutional Effectiveness Committee met with the Achieving the Dream coaches during their visit two weeks ago. The topic of discussion was the committee's role in guided pathways. The committee also discussed the need to develop a chart to ensure the appropriate committees on campus are evaluating the data that is collected and are also doing so on a regular schedule. Chairs of the committees will be provided this information so that their committees can calendar the reviews of data each year. Action Item: The College Climate Survey will be reviewed at College Council. Completion Date: April 19, 2018.		
c) Professional Development	Corey Marvin	c) The Professional Development Committee will meet next week.		
d) Accreditation	Corey Marvin	d) See 8.f below.		
7. Constituency Reports a) Academic Senate	Jan Moline	a) The Senate was able to finally open their own bank account. Chancellor Burke discussed security will the three Academic Senate Presidents. The President's surveyed the faculty on how they feel about security. The survey results will be shared with the faculty and then provided to Chancellor Burke.		
b) Classified Senate	Paul Kuttig	b) Classified of the year award nominations are taking place right now. Logo wear is being discussed as well.		

OPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
c) Student Government	Samuel Kelley	c) Student Government is currently working on the Spring Awards. Nominations for next year's student government positons are currently taking place as well as faculty of the year and adjunct faculty of the year. The Zombie Run is scheduled for April 30. The students are working with Natalie Dorrell's area on the event. Student Government has streamlined the process to become a club and the documentation has been modified down to one page. The following clubs have submitted their required documentation to become a club and have been accepted: Stemtations, Rainbow Club, and Kinesiology Club.		
d) Consultation Council	President Board/ Jan Moline	d) Consultation Council has not met since the last College Council meeting.		
e) Community College Association (CCA)	Joe Slovacek	e) Ramifications and consequences of AB 705 and mileage reimbursement are being discussed.		
f) California School Employee Association (CSEA)	Mike Barrett	f) The ratification vote on the MOU's regarding the department assistant positions as well as the summer schedule will take place soon.		
8. Discussion Items a) Paralegal Program Review	Dawn Ward	a) The Paralegal Program Review was presented by Dawn Ward.		
b) Welding Program Review	David Villicana	b) The Welding Program Review was presented by David Villicana.		
c) Kinesiology Program Review	Kim Kelly	c) The Kinesiology Program Review was presented by Kim Kelly.		
d) Library Program Review	Julie Cornett	d) The Library Program Review was presented by Julie Cornett.		
e) Administration of Justice Program Review	Jarrod Bowen	e) The Administration of Justice Program Review was presented by Jarrod Bowen.		
f) Standard 1A	Corey Marvin	f) How the accreditation standards are completed, vetted out for input, and reviewed was explained by Corey Marvin. College Council members were provided the opportunity to review and provide input on Standard I.A:Mission. The document will be posted on the website for review by all employees. Standard 4.A will be shared with College Council members by email and posted to the groups for review before the last meeting of the semester.		

OPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
9. President's Report a) The State of the State	President Board	a) Everyone is still waiting for the May revise so there is nothing new to share. Next year's budget will be similar to this year's budget is the only good news at this point.		
10. Review of Action Items	President Board/ Jan Moline	1. The College Climate Survey will be reviewed at College Council. Completion Date: April 19, 2018.		
11. Miscellaneous		The College Council self-evaluation and constituent surveys will be sent out soon.		
12. **Future Agenda Items**		a) Onboarding New Cerro Coso Employees b) ILO Review c) Accessibility 508 Compliance d) Basic Skills Program Review – April 19, 2018 e) Academic Senate Incarcerated Students Committee Proposal f) Athletics Program Review – May 8, 2018 g) Maintenance & Operations Program Review - May 8, 2018 h) Participatory Governance Model Handbook		
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~~ April 26, 2018 May 8, 2018 If needed		
14. Adjourned		4:00pm		

Meeting Chair: <u>President Board </u>   Recorder: <u>Jennifer Curtis</u>   **O** Open/**C** Closed