

College Council
Meeting Minutes

December 5, 2014

<https://committees.kccd.edu/meeting/1476#overlay-context=bc/committee/collegecouncil>

Members Present: Sonya Christian, Nan Gomez-Heitzeberg, Zav Dadabhoy, Anthony Culpepper (by phone), Nick Strobel, Kate Pluta, Jennifer Johnson, Cindy Collier, Alice Desilagua, Steven Holmes, Jason Stratton, Ann Tatum, Sue Vaughn, Bernadette Martinez, Tina Johnson, Jennifer Marden

Members Absent: Primavera Arvizu; Kathy Rosellini; Janet Thomas; Bernadette Martinez

Guests: Craig Rouse

Next meeting: January 16, 2014

WELCOME & OVERVIEW of the AGENDA

APPROVAL OF MINUTES

A motion was made by Holmes and seconded Strobel by to approve the College Council minutes of November 14, 2014.

CLOSING THE LOOP

https://committees.kccd.edu/sites/committees.kccd.edu/files/2014-15%20Closing%20The%20Loop_Mid-year_v3.pdf

Anthony Culpepper introduced the item describing the document as a mid-year report on how our funding allocation aligns with college priorities. Todd Coston, Craig Rouse, Nan Gomez-Heitzeberg and Zav Dadabhoy then reviewed the areas of Technology, Facilities and Personnel with College Council.

Technology

- Instructional Technology department is completing regular maintenance work and funded projects from the 2013-14 priority list
- ISIT Committee is currently reconciling the 14-15 technology requests; most of the work will be completed during the summer so instruction and operations are not interrupted.
- There were 45 ISIT requests through this process. Funding for these projects varied GUI, BSI, STEM, SSSP, SRID and state maintenance dollars.
 - AG Building – \$20,000 (GUI)
 - ASL Classroom –\$7,500 (GUI, ISIT Request)
 - Cabling refresh/rewiring of the Language Arts building \$5,000 (GUI, ISIT Request)
 - Humanities Projectors/tech refresh(8 rooms) \$56,000 (BSI Grant)

- Large Lecture Hall (SE 48, 51, 53, 56, Forum East/West) Technology Refresh \$12,000 (GUI, ISIT Request)
- Performing Arts Center – \$108,000(FFE – Performing Arts, ISIT Request)
- STEM Chemistry Technology \$30,000 (4 classrooms SE 12, 18, 26, 27) (STEM)
- Telephone Project - \$500,000 (SRID/DO GUI)
- Assessment Center - \$44,000 (GUI)
- L-148 lab replacement - \$25,000 (GUI)
- SSSP Computers, laptops, projectors \$40,000 (SSSP)
- Network switches - \$5,000 (GUI)

Facilities

- Major Projects
 - PAC Modernization – 16.4m – 80% State 20% SRID
 - Gas and Water line – 3m – SRID
 - Almost complete; two more building to tie-over
 - Final piece will be to restore concrete and landscaping disturbed during the construction
 - NE Parking Lot Shade Structure – \$325,000 - SRID
 - NE Parking Lot Slurry Seal – \$44,000 – BC GU001
 - Needs maintenance 3-4 years with a slurry seal and repainting parking lines
 - Agriculture Roof/Remodel - \$325,000 – BC GU001
 - Prop 39 Year 1 Exterior Lights – \$400,000 – State Grant
 - 5-year program; year 2 will include finalizing exterior lights and interior lighting for 3 buildings
 - SE Lab Upgrades - \$140,000 – STEM Grant
 - Stadium Turf Replacement - \$150,000 – BC GU001/Donation (\$80,000 plus labor)
 - TES Block Wall - \$50,000 – BC GU001
- Program Review Projects

The two following projects were identified as Safety/Health issues that were addressed early. Additional 2014-15 requests are being reviewed for prioritization and funding availability.

 - SE Forum Chairs - \$30,000 – BC GU001
 - Wrestling Room - \$40,000 – BC GU001

Personnel

Faculty positions that were filled this current year:

- 6 instructional positions filled
- 1 classroom position in process
- 7 one-year temp full time filled

Faculty positions that are planned:

Counselor 1 (Online)	GU001	ADSS	Final interviews
Counselor 2 (Students at risk/probation/DQ)	GU001	ADSS	Final interviews
Counselor 3 (General)	GU001	ADSS	Final interviews
Counselor 4 (General)	GU001	ADSS	Final interviews
Counselor (Early Alert)	GU001	ADSS	Final interviews
Counselor (Transfer Center)	GU001	ADSS	Final interviews
Counselor (Equity)	Equity		Final interviews
Counselor (.4)	Equity		Counselor identified
Coordinator of Student Success Class (faculty)	SSSP	DOSSPC	Being considered

Status of Management positions:

Dean of SS PC	SSSP	VPAA	Interim hired.
Director of Equity and Inclusion	Equity	VPSA	Interim hired.
Manager of Institutional Research & Reports		VPSA	Requisition being created and submitted
SS Program Manager -- Generalist	SSSP	ADSS	In search process
SS Program Manager -- Rural Communities	SSSP	DoSSPC	In search process
SS Program Manager -- MIH	SSSP	DoSSPC	In search process
Associate Director of Equity and Inclusion	Equity	Dir of E & I	Title changed to Assistant Dir. Interim position hired
Technology and Communications Specialist	GU001	Dir Tech	Requisition being created and submitted
SS Program Manager -- Orientation & Outreach	SSSP	Dir Outreach	Not approved
Associate Director of Outreach -- HS Testing & Placement	SSSP	Dir Outreach	Title changed to Assistant Dir. Position in search process

Status of Classified positions:

Ed Advisor (Welcome Ctr / Admissions Advisor)	SSSP	Dir Outreach	Hired
Ed Advisor (General Counseling)	GU001	Beckworth	Hired
Ed Advisor (General Counseling)	GU001	Beckworth	Hired
Ed Advisor (Equity Programs)	Equity	Dir of E & I	Hired
Ed Advisor (Rural Initiatives)	Equity	Rich	Hired
Web and Graphic Artist	Equity	Amber	Submitted to HR
Digital Media Specialist (1/2 FT)	Equity	Amber	Position being developed
Writing Center "Lead"	BSI	Dean SS PC	-
Research and Data Analyst	SSSP	VPSA	Position being developed
Executive Assistant and 2 DA III			In search process

Christian and Gomez-Heitzeberg will finalize the 2015-16 faculty hires by January 2015.

PRESIDENT'S REPORT

<https://committees.kccd.edu/sites/committees.kccd.edu/files/President%27s%20Report%20to%20College%20Council%20Dec%205%202014.pdf>

Sonya Christian reviewed her written report posted on the website:

Message on Office Spaces

- BC is hiring new staff from the SSSP and Equity funding. This is good news. However, we do not have offices spaces available.
- We do need to think how we can effectively use office space share office
- We should clean up closets, filing cabinets offices etc to create more available space. Let's designate December 18, 19, 22, and 23 as office clean up days
- Growth in new employees. Consolidate office spaces
- M&O will remove any items for shredding, trash or surplus. Materials that have a historic value should be sent to Archives.

Equity Plan

- The Equity Plan has been vetted and approved by the various campus-wide groups and will now go forward to the Board of Trustees in December.
- Lisa Fitzgerald, Janet Fulks, some data coaches and some members of EODAC will be working to see if we can set revised targets.
- Document has been revised to include these targets and will be distributed electronically to College Council
- Workgroup will meet next Tuesday, December 9 from 10-11am.

International Students

Please review the PowerPoint that Shohreh Rahman presented at the International Faculty and Staff Appreciation Dinner.

<https://committees.kccd.edu/sites/committees.kccd.edu/files/ISA%20presentation.pdf>

AB 86

- Structures for funding adult literacy improvement is being reviewed in the legislature
- Engaging in conversations with Bakersfield Adult School and Delano Adult School
- Powerpoint is posted that group presented at the Regional Consortium.
- Conversation at BC involves how we serve this population; state of California is currently funding "enhanced credit" courses that will lead to Certificates of Career Development and College preparation (CDCP). This is an area we must explore at BC.

PROGRAM REVIEW SUMMARY

Kate Pluta directed College Council to two documents on the College Council website. The first contains written updates from both Accreditation and Institutional Quality Committee (AIQ) and the Program Review Committee (PRC).

<https://committees.kccd.edu/sites/committees.kccd.edu/files/AIQ%20PRC%20reports%20to%20Academic%20Senate%2012%203%2014%20and%20College%20Council%2012%205%2014.pdf>

The second is the Program Review Annual Summary that highlights common themes, issues and recommendations to the process.

<https://committees.kccd.edu/sites/committees.kccd.edu/files/Program%20Review%20Annual%20Summary%202014.pdf> Pluta reviewed each of these areas and posted her PowerPoint presentation to the College Council website.

https://committees.kccd.edu/sites/committees.kccd.edu/files/Program%20Review%20Annual%20Summary%202014_rev3%20%282%29.pdf

BUDGET COMMITTEE CHARGE REVISION

The Budget Committee presented the following revision to the committee charge and asked for the support of College Council.

<https://committees.kccd.edu/sites/committees.kccd.edu/files/BUDGET%20COMMITTEE%20-%20CHARGE%20CHANGE.pdf>

A motion was made by Vaughn and seconded by Gomez-Heitzeberg to approve the changes as presented. College Council gave unanimous support to the revision.

CONSULTATION COUNCIL

1. 4/10 scheduled: Tina Johnson indicated that BC and PC will move forward with the 4/10 schedule for summer 2015 but CC and the DO. The dates for summer 2015 will begin June 1 and end July 31. CSEA and district office will negotiate the impact of this schedule on the July 4 holiday for classified employees.
2. Holmes: District office services do go through a regular process of reviewing services. The Chancellor reported at the most recent District Consultation Council meeting that each of the Vice Chancellor's will also complete and submit to her a unit plan. This process does not include a review or input from the college on services provided by the district office.
The Academic Senate has recommended a task force to review the unit plans as well.
3. Holmes: Policy 10A, Administrative Organization: Review of this policy brought into question the term "unrepresented groups" and the use of the word "may" vs. "shall in 10A5J2.
4. Vaughn: 4A3C, Priority Registration revisions will go forward to the Board of Trustees in December.
5. Christian: Smoke/tobacco free: Cindy Collier will reassemble the workgroup to develop an implementation plan that will be presented to College Council for review and approval.