College Council Minutes
September 17, 2010

Present: Greg Chamberlain, Primavera Arvizu, Sue Vaughn, Janet Thomas, Lisa English, Brent Damron, Corny Rodriguez, Pam Boyles, Laura Borneman, Nick Strobel, Jennifer Marden, Candice Sifuentes, Nan Gomez-Heitzeberg, Joyce Ester
Visitor: Kate Pluta

1.	**Welcome – Agenda Review** Note that items #9 & 10 are additions to the agenda, and will become regular agenda items. ↳ ***Action Item*:** Greg will send out a reminder about arranging for an alternate to attend when the regular representative cannot attend the meeting.
2.	**Review Previous Minutes** As the Sept 7 minutes were posted late, the review of minutes will be on the next agenda for approval. a. 9/3/10 ** b. 5/7/10** -- Several typographical errors were noted. Action items were reviewed from the 9/3 meeting. Nan reported that 15 from BC were invited to participate in the ACCJC training session on Monday for Accreditation. There will be a report later in the meeting regarding the Budget Task Force recommendation. CSEA is looking for a classified representative to replace Antonio Alfaro. The Goals Task Force will provide an update. The latest information on the TES project is that the tank has been turned off. The district has authorized litigation against the vendor, TRANE. No rebates have been received; the amount of the rebates has been withheld from the final payment to the vendor. A timeline of modernization projects has been developed by the Construction & Facilities department; this will be forwarded once an updated version is received. Sue hasn't looked into the TR designation yet; but there is a meeting this week. Greg looked at several other institutions, and found that the random selection of institutions he reviewed also use the TR designation. Greg has been forwarding e-mails from Scott Lay as they become available, and as they contain pertinent information. An announcement regarding the 2 new deans of instruction has been sent.
3.	**Accreditation** Kate Pluta, faculty co-chair of the Accreditation Steering Committee, discussed the purpose of the Steering Committee. A list of those currently on the committee was shared. This group is working toward the 2012 accreditation visit. A further goal is to

	make Accreditation a part of the fabric of Bakersfield College as an institution. Greg will be reporting quarterly to the board regarding progress toward accomplishing the 14 recommendations from the 2009 mid-term report. The Steering Committee shared a draft timeline outlining accreditation activities from Fall 2010 to Spring 2013. Feedback and evidence regarding accomplishments since the mid-term report was written are being solicited. The steering committee is not charged with writing the 2012 Self-Study, but rather is charged with overseeing its development. The steering committee is attempting to align the standards with existing committees, e.g. IEC would work on the Program Review Standard. One goal of BC is to have accreditation as a part of the charge of every committee's charge. If no committee is identified to address a particular recommendation, that will also reveal an area where growth is needed. The steering committee is also recommending that one of the goals for 2010-11 specifically address accreditation. ↳ ***Action Item*:** Kate will forward the calendar electronically to College Council, along with her report. From Monday's training session, this material will be shared with the campus. ↳ ***Action Item*:** Kate will add to the calendar for Spring 2013 the receipt of recommendations from the commission, and effort toward addressing these recommendations will begin. Every effort will be made to reflect the concept that the accreditation process is continuous.
4.	**DMTF** a. Updated Document* -- This document has been developed over a period of a more than a year, and communicated to the campus through College Council on numerous occasions. However, it has been relayed back to the President's Office that there is a perception across the campus that this document has been developed in a secretive manner, without input. Corny answered that part of the criticism was generated because the document wasn't discussed on Opening Day. Greg pointed out, however, that it wasn't ready to be distributed on Opening Day, and several revisions have occurred since that time. ↳ ***Action Item*:** Greg will send out a bc-all communication, encouraging all employees to seek out their College Council representative and stay abreast of current information. It was suggested that this e-mail include a list of topics that are generally discussed as a reference point. Employees would be encouraged to contact their representative if they are not receiving regular updates and communication from him/her. Suggestions for revising the DMTF document include: 1. Include page numbers for reference.

	2. Change the definition in the glossary of "rely primarily upon" to read, "Recommendations of the Senate will normally be accepted; only in exceptional circumstances and for compelling reasons will the recommendations not be accepted; if not accepted, the board/designee shall communicate its reason in writing if requested." 3. Include CSEA in the glossary of committees. 4. Change designation of "Subcommittee" to "Committee" for Curriculum and Gen Ed. ↳ ***Action Item*:** Nan will follow up with Bonnie and Bernadette regarding student representation on the Assessment Committee. ↳ ***Action Item*:** The suggestions will be forwarded to the DMTF Task force. If they concur, the new DMTF document reflecting these changes will be send to the College Council members. At this time, please forward to your constituent groups for feedback. There was additional discussion about a concern voiced about the graphic used to depict the flow of information. Remind any concerned constituents that the graphic is not a pictorial representation of a power structure; it is a representation of the flow of information. A narrative was included in the document to avoid any misconception. b. Review of Recommendations Several wording changes were suggested to the evaluation page. A draft will be developed and circulated to the DMTF task force members, and then forwarded to the council. This page will be divided into what has been accomplished, and what the plan is for future evaluations. The title will be changed to "Initial Summary of DMTF". c. Next Steps Following input from the task force, another draft of the document will be circulated. Please wait to forward to your constituents so that everyone is working from the latest version of the document. This will be on the next agenda.
5.	**Construction** a. TES – update provided in review of minutes. We do not yet have an estimated date of completion because of the pending litigation. PV Field – this is a 1.1 megawatt field. Construction is on track to go live mid-October. b. Timelines
6.	**Goals*** Primavera reported on the recommendation from the Goals subcommittee. Several revisions were suggested; Primavera will make the changes and forward a new draft to College Council. This will be on the October 1 agenda for finalization. When a new survey is sent to the campus in February 2012, employees will be asked

	to submit progress toward current goals.
7.	**Budget** The latest speculation from Sacramento is that if the budget hasn't passed by October, it may be postponed until after the election. California is one of the few states remaining that require a 2/3 vote to pass the budget. Many others can pass with 50% + 1. KCCD will continue to meet payroll obligations; the district reserves are providing the necessary operating capital. This includes paying for Cal Grants from district reserves. a. Formation of Budget Task Force The charge of the Budget Task Force is not yet complete. The task force meets again on Thursday, and is working to finalize the charge so that it can be forwarded to Council members. The goal is to have it in final form so that it can be included in the next draft of the DMTF document. Part of the charge will be to look at the allocations and recommend priorities, e.g. requests for new faculty.
8.	**Enrollment Management** Nan reported that the process for adding students is under review. The goal is to improve the process so that faculty can assure that all students are enrolled by census date. Pam suggested about the addition of a pop-up reminder box that asks "Do you really want to drop this student?" as a fail-safe for faculty. Lisa Fitzgerald sends enrollment updates to College Council and the faculty chairs.
9.	**New Items** This is a new agenda item designed to allow members to introduce discussion items at the meeting. It will become a regular agenda item.
10.	**Rumor Control** Please feel free to come to the President's Office to address specific items that are circulating around campus.
11.	**Things we need to know…**
	Next Scheduled Meeting Oct 1, 2010