

College Council Minutes - rev.

November 5, 2010



Present: Greg Chamberlain, Kathy Rosellini, Tom Greenwood, Vickie Turney (Sifuentes alternate), Corny Rodriguez, Mary Jane Johnson (Thomas alternate), Brent Damron, Nick Strobel, Primavera Arvizu, LaMont Schiers, Jennifer Marden, Stephen Eaton, Edie Nelson, Sue Vaughn, Bonnie Suderman, Carla (SGA rep), Debbie Spohn (recorder)

Guests: Diana Kelly - IEC representative, Stephen Smith - Social Science representative

Welcome - Agenda Review

Please add the following:

Item 11a - Completion By Design

Item 11b - Classified Teaching as Adjuncts

Item 11c - a concern expressed by SGA on abbreviations in the class schedule

Item 11d - SB 1440

Accreditation Report

Nan reported that she and Kate Pluta are co-chairing the Accreditation Steering Committee. The Steering Committee has prepared a draft charge for the proposed Self-Evaluation Committee (SEC). The SEC will be charged with writing the Self Evaluation Study. The Academic Senate has reviewed and approved the proposal. The faculty co-chair will have a reassigned time of .4 for 3 semesters. The Academic Senate is in the process of recruiting candidates for the co-chair position, and will conduct interviews.

↳ **Action Item:** The Academic Senate will issue a call for candidates for the position of co-chair of the Self Evaluation Committee.

Please encourage all constituent groups to participate. Training will be provided to the college community on each of the standards. Corny asked that the wording in the charge be changed from “must possess a thorough understanding” regarding the standards so that candidates were not discouraged from applying. The expectation is familiarity with the standards.

↳ **Action Item:** Nan will take this suggestion back to the steering committee for review.

Kate and Jennifer have discussed how best to incorporate classified participation. One suggestion has been to hold focus groups from specific service areas as a way to get classified participation and feedback without classified employees from those areas being obligated to committee service.

The expectation is that this committee will be in place and ready to proceed by the spring semester. This charge will be included in the DMTF document, and the description will be used by the Senate to recruit for a co-chair.

Review Previous Minutes

No corrections or additions to the minutes of the October 15, 2010 meeting were noted.

Program Review - Social Science

Stephen Smith, department chair, presented the IEC review of the Social Science department. Social Science is comprised of History, Political Science, and Economics disciplines, employing 16 full-time and 24 part-time faculty. Each semester, they offer a combination of 140 sections. The primary growth in the department is in the area of part time faculty. Classes are offered in Arvin, Stockdale, Delano, and on-line. In order to accommodate students, classes are offered on Fridays, Saturdays, and evenings. Department costs equal 2% of the college budget, while they generate 10% through FTES. Two new full-time faculty were added this fall.

Through the latest reorganization, the department no longer has a department assistant located in the building. The office supply budget is very low.

The department continues to serve an increasingly Latino population. They continue to offer general education courses. In order to address this population, it is recommended that a stipend be offered for a Chicano studies coordinator.

The department recommends that the department assistant position be restored. There are currently some security issues in leaving the office open, but the ability to serve students is severely compromised because they encounter locked doors when seeking assistance.

In order to provide a pleasant learning environment, it is recommended that the building be painted and maintained.

Diana Kelly commented that the process of the program review has been revised and should become more user-friendly. The department will be asked for one draft, and asked to make one set of revisions. This will reduce the time involved in the review.

IT Structure

Greg reported that Chancellor's Cabinet has held some initial discussion regarding a proposed restructure of Information Technology department. Please be aware that this is still in the discussion stage. This is not a move to centralize all IT functions. The proposal is to shift the managers such as Monte and Dean to district positions; the technicians would remain BC employees.

☞ **Action Item:** Greg will circulate the IT restructure proposal, including the project priority list.

One of the primary reasons for the proposal is it would enhance IT's ability to coordinate network maintenance. Before this can move forward, all three colleges must approve.

DMTF

Greg reported that the Academic Senate reviewed the document, and voted to support it. The latest revision includes some suggested changes to the committee charges. It was requested that the document reflect that it is designed to change; a line to this effect has been added to the "Assumptions". All boxes on the Decision-Making Process Chart have been reconfigured to the same size. The narrative will list all the committees, with a notation on the chart to say "See previous page." Each individual committee charge page should include a "reports to" and "communicates with" notation. Upon approval, the budget committee and SEC will be inserted and noted in the glossary. Each committee will be asked to evaluate the charge document and have a change to comment.

After college-wide circulation, training sessions will be held. In the directive to the college community, Greg will emphasize reviewing the recommendations from the task force.

Construction

The painting on the Photovoltaic field is completed. The lines are being painted on the parking lot. Power is now being generated. A completion celebration is being planned for early December.

No classes are being scheduled for the SAM building for next fall, as construction is scheduled to begin at that time. This will be a total building shut down. Stephen Eaton is meeting with faculty to identify alternate office and classroom space.

For door replacements, sliding doors will be installed where possible. The door replacement project was approved by the board at November's board meeting.

Goals

The Academic Senate has approved the document that was circulated.

↪ **Action Item:** On Item #8, the number will be removed, with the wording remaining as a stand-alone paragraph.

No objections were noted to the goals.

↪ **Action Item:** With the change noted above, the goals will be inserted into the DMTF document as presented.

Beginning in January, discussion on goals for 2011-12 needs to begin so that the goals are adopted and published before the 2011-12 academic year begins. A stronger,

more involved process is needed.

↳ **Action Item:** Formation of a task force to develop 2011-12 goals will appear on the next College Council agenda.

Budget

The committee charge has been approved by academic senate, and no changes were noted. Committee members will be recruited, beginning immediately.

Enrollment Management

Greg reported that the district is currently over the state-funded limit. The Faculty Obligation Number (FON) has been waived for the past several years, and it is anticipated that it will be waived for 2010-11. However, at some point, the college will have to begin to catch up to previously unfilled levels. If all retirees are replaced, it is anticipated that BC may be hiring 7 replacements and 6 new faculty. Greg will be making his recommendations for priority positions to the Chancellor next week. Advertising for open positions will occur in late December so that screening committees can begin in the early part of the spring semester. However, this will likely not mean an increase in sections. It will mean a shifting of classes from adjuncts to full-time faculty.

New Items

a. **Completion by Design** - This is a grant made possible through the Gates Foundation. If funded, it will be through a consortium with West Hills College as the lead agency. The initial grant is \$410,000 for planning; the 2nd year is implementation with a specific amount undetermined. Nan Gomez-Heitzeberg is the contact for BC. Each college in the consortium will put together an interdisciplinary team that will receive training.

b. **Classified Teaching as Adjunct** - Concern has been expressed about labor laws. This will be a topic of discussion at the next Consultation Council meeting.

↳ **Action Item:** This will be listed on the next agenda for discussion.

c. **Concern from SGA** - Carla from SGA expressed a concern that there remains confusion on the listing in the class listing which identifies Delano as DST. The request was to change this to Delano.

↳ **Action Item:** Sue will bring this up at the next District A&R meeting. It was suggested that the same problem exists for Arvin, Stockdale, and the Weill. Sue will also check on the listing to determine that the LA Building is listed as such, and not listed as Schafer Hall.

d. **1440** - All are encouraged to go the website and review the descriptors.

e. **Luminis** - This will appear on the next agenda for discussion, and provide a demonstration if possible. It is operational, but needs more storage size to handle the volume BC requires. There will be end-user training campus-wide

in February.

f. Portables -

↳ **Action Item:** Greg will bring pictures of the proposed portables from a local vendor.

Rumor Control

There has been concern expressed that there is no insurance for students that are not waitlisted prior to census date. This is incorrect. There is a liability issue for students who are not on any roster, and not on the waitlist.

There has been speculation that the Campus Center remodel may incorporate more than one story. This is incorrect. There has been no discussion about a multiple story complex.

Next Scheduled Meeting

Nov 19, 2010