

College Council Minutes **February 3, 2012**

Present: Greg Chamberlain, Jennifer Johnson, Nick Strobel, Edie Nelson, LaMont Schiers, Pam Boyles, Brent Damron, Corny Rodriguez, Jennifer Marden Meg Stidham, Janet Thomas, Nan Gomez-Heitzeberg, Bill Cordero, Sue Vaughn, Alice Desilagua, Debbie Spohn (recorder)

Guest: Kate Pluta

1.	<p>Welcome - Agenda Review Enrollment Management will be added to today's agenda, and will be a standing item on future agendas.</p> <p>Minutes Review Several changes were noted in the January 20, 2012 minutes. Corrections will be made and posted in the Public Folder, under Minutes 1/20/12 coll council rev.</p>
2.	<p>Budget Update The Leadership Academy group was in Sacramento last week with the Community College League of California Legislative Days conference. There was considerable discussion about the deficit factor; the initial projection of 2.5% may go higher. KCCD's strategy will be to budget for the worst case scenario as though the governor's tax increase does not pass in November. If the tax increase fails, further reductions in sections are anticipated.</p> <p>Pam stated that several attended a presentation by Tom Burke on the current state of the budget.</p> <p>↳ Action item: Nick will share his written summary on the budget presentation with the Council.</p> <p>Greg will be preparing an e-mail report to the campus, and can include this summary in his comments. Analysts are currently projecting continuous cuts through 2016 before the state budget begins to show substantial improvement. Brent added that it is important to understand how quickly the reserves can be depleted. Significant operational changes are anticipated throughout the district. The college will very likely be asked to develop several budget options based on multiple scenarios. Only one may be submitted to the board; but much more will be known about the extent of the required reductions before the final decision must be made.</p> <p>Decisions are being made right now for the fall schedule. Nan added that 7% of the courses for fall will be held in reserve (planned for but not visible to the students) until the college has a clearer budget picture. Adjunct faculty will not know their workload until the last minute.</p> <p>While there is some speculation that some districts on the verge of insolvency</p>

	<p>may have to be absorbed by other districts, none are in close proximity to KCCD. There was also some discussion about the fact that districts that are financially frugal must share part of the fallout from districts that were less financially cautious. There are districts in the state that are employing strategies involving mandatory furlough days, layoffs, and salary reductions in order to maintain solvency.</p> <p>The current plan regarding the hiring of new faculty remains the same; faculty hiring will move forward as originally planned. BC advertised for 11 positions.</p>
<p>3.</p>	<p>Accreditation</p> <p>ASC developed an Actionable Improvement Plan. These will appear in the Self Evaluation and will be integrated into the standards. These were identified by the committee and have been shared with the Academic Senate and College Council. Kate forwarded the plan following the January 26 ASC meeting. Any questions or comments on the plan may be forwarded to Nan or Kate, or sent to the ASC listserv. Greg added that later this spring, ASC needs to review the processes that have been utilized, to determine where improvements are needed. Several institutional issues have already been identified and corrected. This continuing evaluation process will serve to make BC a stronger institution.</p> <p>Once the Accreditation visitation team visits in October 2012, ASC will have the opportunity to evaluate steps taken throughout the entire accreditation process. Plans will be made to address the findings and recommendations of the commission and to prepare for the next step, such as letters identifying corrective action or a mid-term report/visit. The annual program review process is in place. The new budget committee is in place. All of these are pieces are now woven into the fabric of BC, making the accreditation process in 2018 a recitation of actions taken from the previous six years.</p>
<p>4.</p>	<p>Grants Task Force Report</p> <p>The subcommittee met and felt they needed more time before making a formal report to the board. One of the things the subcommittee agreed upon immediately is that there needs to be a central repository for all grant applications.</p> <p>↪ Action item: Corny will have a report at the next meeting.</p>
	<p>Enrollment Management</p> <p>BC is currently 176.6 below the 2011-12 comprehensive target. The challenge is to stay close to the upper level without exceeding it. It is advantageous to be above cap, because this positions the district to capture any funds made available for growth.</p> <p>↪ Action item: Greg asked Corny to send a request to Ann Morgan to include the Academic Senate on the distribution of FTES reports.</p>

5.	<p>Evaluation of College Council Report Jennifer Marden and Pam Boyles will have a report by the next meeting.</p> <p>↪ <i>Action item: Greg will set a meeting to include John Gerhold, Pam, and Jennifer to discuss the previous evaluation as a basis for a new survey on College Council effectiveness.</i></p>
6.	<p>College Mission At the last meeting, it was requested that all council members forward the current mission statement to the constituent groups, with a statement that the Council was considering re-affirmation. After considerable discussion, it was determined that College Council re-affirms the current mission statement, with direction that we will be thoroughly evaluating and determining if the verbage covers the intent adequately. This evaluation will take place as part of the strategic planning process, which occurs every three years, starting in spring 2012.</p> <p>↪ <i>Action item: All those that had changes suggested by constituents are requested to forward these to the President's Office.</i></p> <p>These will provide the starting point for the evaluation.</p>
7.	<p>Committee Reports The reports will be posted; please review prior to the next meeting and be prepared for discussion.</p>
8.	<p>College Goals No report; table until next meeting.</p>
9.	<p>Parking Fees LaMont presented a spreadsheet showing revenue and expenses associated with the parking lot maintenance over the last 5 years. The rate for daily parking permits has not changed since 1996, when it was increased from \$.50 to \$1 per day. The current semester charge for a parking permit is \$30. The charge per semester was last increased in 2003. Since 2007, the company that handles the daily permit machines has increased their fees, thus lowering BC's profit margin. Public safety is hoping to change vendors. It should be noted that when the daily use dispensers are out of order, no tickets can be issued for the day, further impacting revenue. If no changes are made to the current pricing structure, there will not be funds available sufficient for parking lot maintenance. Also noted is the fact that the current daily use permit machines are 17 years old, and in need of replacing.</p> <p>Bill stated that the current structure is a poor business model. Charging our clientele for parking while reserving the closest parking areas for non-paying staff is a less than desirable way to do business. It was noted that CSUB charges all adjunct faculty the full price of a parking permit, regardless of the amount</p>

	<p>of time spent on campus. CSUB's daily rate was just increased to \$5/day.</p> <p>Any parking fee imposed on staff must be negotiated.</p> <p>↪ Action item: Greg asked Nan, Jennifer Marden, and Meg to review the contracts for any contract language relating to parking fees.</p> <p>↪ Action item: All council members are asked to relate to constituents that there are three proposals being discussed:</p> <ol style="list-style-type: none"> 1. raising daily permit fee 2. imposing staff permit fees (including a proposal to implement a payroll deduction to process the charge) equal to the amount students pay 3. raising student fees. <p>↪ Action item: Bill Cordero and LaMont will update the statistics on what other similar institutions are charging for parking.</p> <p>LaMont added that information will also be circulated soon on carpooling incentives. The next big expenditure regarding parking lot maintenance is lighting, which will be installed in the southwest lot. Projected cost estimates are \$60,000 for the project.</p>
10.	<p>Construction/Facilities</p> <p>A temporary project manager will be working in M&O. He will be working on a list of 25 scheduled maintenance projects, through May. One of the projects on the list is a numbering system for the parking areas and streets on campus for easier identification.</p>
11.	<p>DMD Evaluation</p> <p>No report; table until the next meeting.</p>
12.	<p>New Items</p> <p>None noted.</p>
13.	<p>Rumor Control</p> <p>It has been rumored that faculty can only teach two online courses. Nan stated that there was discussion at FCDC regarding retention rates in classes where there are multiple sections of the same class offered both online and face-to-face. The discussion centered on the idea that if statistics show that the retention rates are significantly improved by face-to-face classes over online delivery, this will indicate where the college's resources need to concentrate.</p> <p>It was rumored that administration was arbitrarily reducing the number of chairs per classroom. Nan explained that there was a miscommunication last week between several faculty using the same classroom and maintenance. The first faculty member had too many chairs for the class being offered and asked for</p>

	<p>the extras to be removed. The next teacher to use the room needed the extra seats, and asked that they be returned. Paula Bray and the M&O staff are working to match the number of chairs in each classroom to the maximum allowable amount according to the fire regulations.</p> <p>Questions have been raised regarding former dean Rebecca Flores returning to Bakersfield College. Greg explained that Rebecca Flores has accepted a position with KCCD that is 90% grant funded, and will be working with the 12 districts involved in the TAACCT grant. She has a desk at the District Office.</p>
14.	<p>Things we need to know...</p> <p>Greg stated that he hopes to announce the results of a successful search for a dean of instruction to assume Rebecca Flores' previous position next week.</p> <p>There was a question about programming Banner to recognize when a student has taken the same course at PC or CC, to count this toward the number of repetitions allowed within the district. Greg stated that this has been identified as a problem area, and a solution is being sought.</p> <p>Report on Arvin service area: Greg reported that at the last board meeting, a recommendation was made that any future college site development be located at the Bear Mtn Blvd/Highway 99 property site. However, any construction is a considerable distance in the future. Greg also gave a report on what is being done to serve the students of Southern Kern. The situation is improving, but there is still much to do. There are now two buses in the evening to Arvin, which will allow more students to take advantage of evening classes at the Panorama campus. Nan reported that the possibility of assigning an educational advisor in this area is being explored if office space can be determined. Pam shared that Jeanie Parent will be visiting Arvin High Schools to raise awareness. Primavera Arvizu is working to make EOP&S available. This includes an Outreach component to raise awareness of the programs and services available. The ultimate goal is to continue to build student numbers that will eventually feed into the Bear Mountain facility, which will serve the entire southwest service area.</p> <p>↳ Action item: Bonnie Suderman will be invited to the next meeting to report on the plans for the Centennial celebration.</p> <p>AmGen is back. This time BC will be hosting time trials, which will be an all-day event. This is happening immediately following commencement.</p> <p>↳ Action item: At the next meeting, Jennifer Johnson will provide an update on the TAACT grant.</p>
	<p>Next Scheduled Meeting Feb 24, 2012 - 10:30 a.m.</p>