

College Council Minutes - Revised
March 2, 2012

Present: Bob Jensen, Nick Strobel, Janet Thomas, Tamara Tomaschow, Laura Borneman, Corny Rodriguez, Meg Stidham, Pam Boyles, Jennifer Marden, Ann Tatum, Sue Vaughn, Primavera Arvizu, Bill Cordero, Alice Desilagua, Debbie Spohn (recorder)

Guest: Kate Pluta

1.	<p>Welcome Bob Jensen thanked everyone for the warm welcome he has received this week, and opened the meeting by sharing some of his first impressions of Bakersfield College. The work done by this council will be a guiding force for the college for the next 18-24 months through the transition time to a new president. Bob's focus will be on what is best for students.</p> <p>Minutes Review - the minutes from the previous meeting will be posted in the public folder as soon as they are completed. Please direct any comments or changes to the President's Office.</p>
2.	<p>Budget Update Bob stated that community colleges nation-wide must do a better job. Community colleges are charged with either retraining the workforce or preparing students for four-year schools. The challenge will continue to be how to accomplish these goals with less and less available funding.</p>
3.	<p>Accreditation The link to the website to review the first draft of the self evaluation has been circulated. Hard copies are available in the library and the Academic Senate office.</p> <p>👉 Action item: Council members are asked to review the document and provide feedback.</p> <p>Feedback can be directed to the e-mail address provided in the email from the president. The SEC co-chairs, Bonnie Suderman and Rebecca Mooney, will review the feedback.</p> <p>Student Achievement Data Integrated college-wide planning is one of the action items that has been identified through the self evaluation process. The college is not yet at the sustainable continuous quality level. The discussion of student achievement data is an example of a dialogue that has yet to take place.</p> <p>👉 Action item: Strategic Planning will be a standing item on the Council agenda.</p> <p>While strategic planning is happening at various levels across the campus,</p>

	<p>current effort lacks campus-wide cohesion.</p> <p>Bill Cordero noted that in his view as interim associate vice president for student services, it appears that while processes are being carried out to the best of the ability of the staff, the processes themselves are inefficient and not yielding the desired result. At a time of declining resources, maximum efficiency is critical. Best practices around the state should be studied to formulate a plan for improvement at BC.</p>
<p>4.</p>	<p>Grants Task Force Report</p> <p>A report from the ad hoc committee was distributed, recommending that a grants task force be developed. The current routing document is sufficient to provide an introduction to any new grant opportunity being considered.</p> <p>☞ Action item: Bob asked that the report from the task force be revised to include the date, the members who contributed to the effort, and a more detailed recommendation including how many members should be on the task force and by whom they should be appointed. Corny will have a revised recommendation by the next meeting.</p> <p>The group that developed the recommendation deserves feedback from the council. The council should then develop a plan of action based on the recommendation developed by the task force.</p>
<p>5.</p>	<p>Evaluation of College Council</p> <p>Jennifer Marden reported that at the last meeting, a date was set to circulate a survey regarding the evaluation of the effectiveness of College Council. Ann Morgan from Institutional Research reviewed the proposed survey questions and provided some recommendations. The overall focus of the survey was discussed, and the questions were reviewed. Some of the questions remained the same as the previous evaluation to allow parallel comparison.</p> <p>☞ Action item: Jennifer will make the suggested revisions and distribute a revised proposal via e-mail to the Council. The survey will be circulated on the original timeline, requesting completion prior to spring break.</p> <p>☞ Action item: At the next meeting, the Council will develop a process to deal with the survey results.</p>
<p>6.</p>	<p>Committee Reports</p> <p>Corny provided background information on the concept that drove the development of the committee reports. The fall and winter reports have been submitted; spring reports are due April 1. At the last meeting, it was suggested that the winter reports be added to the matrix that showed the work of the committees in a grid format for comparison and identification of duplication of</p>

	<p>effort. Jennifer Marden developed the original matrix and is in the process of adding the information from the winter reports. It should be ready for circulation by next week. All of the reports have been distributed to College Council and Academic Senate. The final report for the year is to identify what was accomplished by the committee, and set goals for the coming year. However, this step can't be completed without the new college goals because they must align. Nick stated that as a committee chair, the weak point he noted in the committee reports was that they are not tied to the creation of new goals. Bob noted that the district is moving to a 3-year goal development cycle; the college should align with this effort.</p>
7.	<p>College Goals Primavera reported for the Goals Subcommittee. Primavera asked that the next college council meeting set aside a significant amount of time to work on 2012-13 goals. Focus groups have been completed, and a campus-wide survey has been circulated. Bob asked if the Council has developed a sense of how all of this effort should fit together. Sue added that David Koeth developed a flow chart for the Decision Making document that showed the progression of decisions through the Bakersfield College system. It may be possible to ask David to develop a similar flowchart for goals development. If the college follows the district with a 3-year adoption cycle, objectives under each goal can be identified annually. Bob suggested that it may be necessary to convene a special meeting to allow for adequate discussion.</p>
8.	<p>Enrollment Management No report.</p>
9.	<p>Construction/Facilities LaMont reported that the architects have been reviewing the Performing Arts Center project to determine where reductions can be made as the first bids were beyond the original budget estimates. The next step is to involve the end users in the discussion to protect the scope of the project.</p> <p>Bob offered some comments on his impressions of the general condition of the campus. General facility maintenance appears to be in need of attention; the appearance of the campus makes a statement to the community. The community will want to know why more buildings are being added if the current ones aren't receiving proper care. With the Centennial celebration approaching, the general outward appearance of the buildings should be a priority. It was suggested that this discussion take place with Administrative Council; institutional budget decisions made at the administrative level drive general maintenance.</p>
10.	<p>Parking Fee Discussion LaMont distributed information gathered about parking fees assessed at similar institutions. Parking sticker fees would provide funding for parking lot</p>

	<p>maintenance. Implementation of staff parking fees must be negotiated. Daily use fees seem to be an area of agreement. Revenue projections need to be assessed; expected improvements need to be identified to accompany any proposal for increasing fees. Bob would like to review the revenue generated over the last 3-5 years, and the costs being charged by the vendor. Questions such as whether it would be more cost effective to provide the service internally and rather than pay an outside vendor should be asked and answered. Nick stated that when the decision was made to outsource, it was based on the lack of manpower to properly administer the parking system.</p> <p>The current daily permit dispensers are 12 years old; when they are not functioning properly, no ticketing can be done for the day which further impacts the revenue generated by ticketing. Prior to any rate changes, the proposal must be properly communicated to students. It was suggested that permit dispensers be capable of dispensing hourly permits so that short term parking is assessed a commensurate rate. Ticketing based on hourly parking rates would be problematic with current staffing levels.</p>
11.	<p>New Items</p> <p>a. Presidential Search - Bob reported that the Chancellor is currently forming the search committee. The Academic Senate has been asked to provide names of faculty interested in participating in the search committee. Dr. Jensen will be at Bakersfield College until the first of June. The Chancellor is moving forward and hopes to name a permanent replacement by June.</p> <p>b. Strategic Planning - Kate stated that College Council is charged with strategic planning. Previously, the President has taken the lead on strategic planning. The college mission was recently reaffirmed, with the caveat that a more thorough review of the mission statement would occur through the strategic planning process. Various methodologies have been employed in the past including outside consultants and work study groups. A number of institutional effectiveness surveys have been done recently; the data from these surveys should be included in the planning process.</p> <p>☞ Action item: Bob will work with Kate, Jennifer Marden, Primavera, and Cory on a recommendation for implementation of strategic planning. Ann Morgan will be invited to participate. They will have a recommendation to the Council by the March 16 meeting.</p>
12.	<p>Rumor Control</p> <p>Sue distributed Procedure 4A3 (c) which outlines the order or priority registration.</p> <p>☞ Action item: Sue was asked to provide this document electronically.</p>
13.	<p>Things we need to know...</p>

	<p>☞ Action item: The Decision Making document evaluation will be added to the next agenda.</p> <p>Tamara reported that Gardenfest is scheduled for April 21, and all are encouraged to attend. Please consider participating in BC BE FIT activities. Walking and cycling activities are scheduled weekly. A BC Be Fit calendar is available through the SGA office.</p>
	<p>Next Scheduled Meeting March 16, 2012</p> <p>Special Note - On March 23, College Council will convene a regular meeting from 8:30 - 10:30 a.m. Following a short break, the meeting will reconvene to discuss the development of College goals, and the meeting will continue until the work is complete. Lunch will be provided. The 3/16 meeting will continue as planned.</p>