

Nick Strobel's report to his constituency will be used as the official minutes of the November 15, 2013 College Council. This information is also provided with a link in the "Notes" section.

Two corrections made at December 6, 2013 meeting, now incorporated in the minutes below.  
Corrected minutes approved at December 6<sup>th</sup> meeting.

## College Council -- November 15, 2013

Quick Jump to Sections: [Collegewide Reorganization](#), [Decision Making Document](#), [Other](#), [Next Meeting](#).

It was another shorter business meeting of just a couple of major items. After the business meeting, College Council adjourned to go to the Special Joint Work Session of the College Council, FCDC, and Administrative Council on serving our disabled students through the [Disabled Student Programs & Services \(DSPS\)](#) program from 9:30 a.m. to 11:30 a.m. [Gaeir Dietrich](#), the Director of the [CCCCO's High Tech Center](#), presented an overview of federal law on accomodation (section 504) and accessibility (section 508) that we must keep in mind as we seek to give all of our students equal opportunity to succeed. [A re-ordered version of the slides she presented are posted on the HTC website](#) (select the link to download a PDF to your computer).

### Collegewide Reorganization

The [Reorg task force](#) presented the [final versions of their three proposals](#). For all of the proposals, the key guiding principles were to create workload equity for the administrators and increase collaboration across the areas. The org charts we looked at were of just of the administrative level but the [November 14th proposal draft's narrative](#) does not contains all the information about where the departments fit in yet, but the December 6th final draft will contain that information. The document is a substantial piece of work and it explains the history and rationale leading up to the study (including past org charts with financial impact calculations) and the research the task force did along with their final proposals. The new proposed org charts start on page 14 of the document.

With the increasing number of tasks including required compliance tasks mandated by the state and federal government that we must do and the fewer number of people available to handle the tasks, burn-out leading to frequent turn over of our administrators is a very real concern. All three of the proposals have several new administrative positions. With each org chart, you'll see the financial impact of the administrator salaries (classified staff NOT included) in the lower right corner box. Our current structure's general fund total (GUI) at the administrative level is \$2,448,214 with 23 FTE (see page 12 of the [Reorg report](#). Amounts in salaries and benefits for the three proposals range from \$3.1 million to \$3.5 million. Unfortunately, the budget increase is all on the wrong side of [the 50% law](#) which states that at least 50% of a district's general fund income from the state must be spent directly on instruction (i.e., classroom faculty). Since

general fund money is allocated by *district*, we need to have less than 50% spent on non-instructional areas at the *college* to compensate for the non-instructional costs of the district-level administration. All three proposals see the increase in administrators occurring over a few years. President Christian will probably create a hybrid of the three proposals.

**Feedback on the options and any other aspect of the reorg is due by Tuesday, November 26th.**

## Decision-Making Document

College Council approved the [ISIT committee charge](#) (finally!).

## Other

- The [Accreditation Steering Committee](#) is investigating whether or not it needs to expand beyond its original charge of embedding accreditation into college processes to look at all areas of institutional effectiveness. Accreditation is now pretty much incorporated into our processes, so can the committee move on to other things? One discussion was at the Student Success Stewardship Team a week ago. ASC will be engaging various committees and other groups with this investigation as part of the various committee meetings through the next semester.
- The Student Success Stewardship Team is hosting the film "[First Generation](#)" in the Levan Center on December 13th from 10:30 to 12 noon. The film is a documentary about the culture/background of students who are the first ones in their families to go on to college---they are the first generation in their family history to go beyond high school. Eighty percent (yes, 80%) of our students are first generation students and many have no idea of how to succeed in the college culture that can be very different than their everyday world.
- There will be a campuswide forum on the budget on November 25th from 4 to 5 PM in the Levan Center. Our district's chief financial officer, Tom Burke, will be presenting.
- Assembly Bill 86 about shifting adult education (high school GED, etc.) to the community colleges is resurfacing with a \$25 million grant program.
- Sonya Christian is taking a more careful look at the [report on our facilities from the Cambridge West Group](#) first presented to [College Council in April 2012](#). She is again thinking about the [need for us to go out for a bond](#), perhaps as soon as next fall. If we go as soon as that, there will need to be A LOT of ground work done in a short amount of time to pass the bond.
- Faculty MUST submit their semester grades within three working days of the final exam for a given class. "RD" (report delayed) grades will be put on the students transcripts on December 19th if an instructor hasn't submitted grades for their students. This can very negatively impact a student's financial aid or being able to get into a class with prerequisite courses.

## Next meeting

Next College Council meeting will be December 6, 2013.