

College Council
Meeting Minutes

February 20, 2015

<https://committees.kccd.edu/meeting/1476#overlay-context=bc/committee/collegecouncil>

CCC Confer Sonya Christian, Nan Gomez-Heitzeberg, Anthony Culpepper and Zav Dadabhoy

Members Present: Nick Strobel, Jennifer Johnson, Alice Desilagua, Edie Nelson, Steven Holmes, Jason Stratton, Kathy Rosellini, Ann Tatum, Sue Vaughn, Bernadette Martinez, Tina Johnson

Guest: Todd Coston

Next meeting: March 6, 2015

WELCOME & OVERVIEW of the AGENDA

APPROVAL OF MINUTES

A motion was made by Rosellini and seconded by Strobel to approve the College Council minutes of January 16, 2015.

In reviewing the February 6, 2015 minutes, there was confusion about the language revision related to non-resident fees. Sue Vaughn and Nick Strobel will work with Jennifer Marden to clarify the section. The minutes will come back to College Council for approval on March 6.

ADMINISTRATIVE STRUCTURE

<https://committees.kccd.edu/sites/committees.kccd.edu/files/Admin%20Structure%20Presentation%20Feb%2020%202015.pdf>

Ann Tatum introduced the workgroup members and reviewed the review process with College Council. Members were asked to reflect and provide input on the benefits and disadvantages of the current administrative structure and to describe the ideal structure. Written responses were collected and compiled for the workgroup to review. The workgroup will continue to gather input from various campus constituencies and will present on March 6 the final proposal.

BUDGET UPDATE

Culpepper directed Council members to the posted documents and provided the following highlights:

Enrollment Management/Analysis

<https://committees.kccd.edu/sites/committees.kccd.edu/files/Enrollment%20Update%20for%20College%20Council.pdf>

- BC has exceeded its FTES target and is currently at 13794FTES. BC has been intentional with managing this growth.
- BC growth is 4.2% and district target was 2.75%; working from Anthony's projection had internal goal of 3.4%
- Other colleges are currently not meeting targets so growth as a district is currently 1.8%

50% Target

<https://committees.kccd.edu/sites/committees.kccd.edu/files/2015-16%2050%25%20Law%20Target%20Ratio.pdf>

- The compliance requirement is for KCCD not for each college, so Bakersfield College decisions impact the entire district calculation.
- It was noted that although it is good practice to evaluate our expenditures, but we do not have a say in the district office charge back which directly impacts the 50%. The numbers are not true representation, because they do not show the 72% we are being charged back for non-instructional services at the district.
- Culpepper indicated that Tom Burke has presented in the aggregate, showing the district office charge backs. It was suggested to invite Tom Burke to the Budget Committee.

Kern Community College District				
2015-16 Budget 50% Law Target				
	Percentage 50% Ratio			
	2013	2014	Average	Target
Bakersfield	66.74%	63.66%	65.20%	64.92%
Cerro Coso	53.98%	50.40%	52.19%	52.12%
Porterville	57.85%	55.35%	56.60%	56.54%
District	2.64%	2.89%	2.76%	2.76%
Total	53.80%	50.04%	51.92%	51.50%

Enterprise Activities

<https://committees.kccd.edu/sites/committees.kccd.edu/files/Fiscal%20sustainability%20plan%20and%20enterprise%20activities%20updated%20Feb%204%202015.pdf> and highlighted the following activities:

- Events: BC's reorganization strategy in 2014 included a Manager of Events and Community Relations position. This position was filled through a reassignment of an administrator to take on the responsibility for events development. Since that hire, BC has been engaged in booking the Kern Ag Summit; Junior Olympics; Local High School Graduations 2015; High School Double Header Baseball; Bakersfield Youth Symphony; Golden Empire Youth Football Final; Bob Bender, a local concert promoter. These are just some of the events.
- International Program: The 6 year business model for the international program uses a 5% growth rate. The model is projecting average revenue of \$709K per year. Over the six year period the model indicates an average contribution to capital reserves of \$32K.
- Culinary (Renegade Room) and Food Services: The Bakersfield College reorganization strategy includes merging the Culinary Arts/Food Services programs reporting to the

Vice President and Finance and Administrative Services. The purpose of this strategy is to develop a food/services enterprise that will enhance the learning environment and contribute to the fiscal resource needs of the college.

- Bookstore; Merchandising and Branding BC Clothing: As BC refurbishes its campus facilities, there will be an opportunity to expand the footprint of the Barnes and Nobles bookstore. This expansion will allow the BC merchandise to be more broadly displayed throughout the store. Also, the Delano center is an emerging new market for merchandising BC's emblematic clothing. The purpose of this strategic initiative is to enhance the profile of BC's brand and increase the commission revenues from merchandising.

The Facilities Master Plan includes the development of a two story ABC building to include a 500-seat conference center. This will replace the current Business Services building. Business Services will relocate to the current Administration building.

PRESIDENT'S REPORT

President Christian provided a written report which can be found here,

<https://committees.kccd.edu/sites/committees.kccd.edu/files/President%27s%20Report%20to%20College%20Council%20February%2020%202015.pdf>

Christian shared information with the group on Achieving the Dream, Social Justice Institute, Leadership & Equity Academy and the monthly report to the Board of Trustees. Christian also noted the need to revise the college mission in response to the Baccalaureate program. This work will be completed on a timeline to allow Senate and College Council review and approval before submitting to the Board of Trustees for approval in May.

DISTRICT STRATEGIES

<https://committees.kccd.edu/sites/committees.kccd.edu/files/5c.%20DISTRICT%20STRATEGIES-%20version%207%20%282%29.pdf>

After reviewing and discussing the strategies provided, it was decided that a small workgroup of College Council members would prepare a written response for College Council to review. Sue Vaughn, Steven Holmes and Zav Dadabhoy agreed to meet.

4B9 STUDENT FIELD TRIPS AND TRANSPORTATION

<https://committees.kccd.edu/sites/committees.kccd.edu/files/5a.%20BP%204B9%20-%20Student%20Field%20Trips%202-10-15.pdf>

A motion was made by Vaughn and seconded by Rosellini for District Consultation Council representatives to recommend, on behalf of College Council, language revisions to Board Policy 4B9 to allow classified employees as well as faculty and managers to provide travel supervision when needed. Additionally, College Council would like language included that allows for individuals or small groups to travel without supervision as in cases when student government

representatives attend regional or state meetings related to their position. This decision will be determined by the College President or designee. The motion carried unanimously.

CONSULTATION COUNCIL

Holmes distributed a document listing the status of multiple Board Policies.

<https://committees.kccd.edu/sites/committees.kccd.edu/files/Board%20Policy%20and%20Procedure%20Update.pdf>

Holmes will continue to update this document as a tool to keep College Council informed.

Board Policy revisions are typically initiated from the Vice Chancellors as part of a regular review of Board Policy sections and are then vetted through the various administrative and governance groups. The college distribution process includes President's Cabinet and College Council from the President, and then Educational Administrators Council (EAC), Faculty Chairs & Directors Council (FCC), (Student Affairs Leadership Team (SALT) and Financial and Administrative Services (FAS) team by way of the Vice Presidents. Christian encourage College Council representatives to be diligent in communication and soliciting input on the various policy revisions.

KCCD ONLINE PROGRAM PROPOSAL

A Bakersfield College team reviewed the proposal submitted by Cerro Coso President, Jill Board,

<https://committees.kccd.edu/sites/committees.kccd.edu/files/2a.%20KCCD%20Online%20Solution%20final%201%2022%202015.pdf> and prepared a response which can be read here,

<https://committees.kccd.edu/sites/committees.kccd.edu/files/BC%20Response%20to%20Online%20Proposal.pdf>

AIQ/PRC REPORT

<https://committees.kccd.edu/sites/committees.kccd.edu/files/AIQ%20PRCFeb18.15.pdf>

Comments or questions regarding this report can be directed to Kate Pluta.

SMOKE FREE POLICY

Cindy Collier provided an update to College Council stating that the current SGA team is struggling with a decision on how to move forward with implementing this policy. Collier will assemble the work group and continue working to draft college procedures to align with the recently approved Board Policy. Collier reiterated the focus on health and wellness rather than restricting choices of the college community.