

**College Council**  
Meeting Minutes

**May 1, 2015**

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

**Members Present:** Kate Pluta, Janet Fulks, Nick Strobel, Janet Thomas, Jennifer Johnson, Cindy Collier, Edie Nelson, Ann Tatum, Alice Desilagua, Kathy Rosellini, Sue Vaughn, Jason Stratton, Zav Dadabhoj; Anthony Culpepper; Tina Johnson

**Guests:** Gayle Richardson

**Next meeting:** FALL 2015

**WELCOME & OVERVIEW of the AGENDA**

**APPROVAL OF MINUTES**

A motion was made by Vaughn and seconded by Fulks approve the minutes of April 17, 2015. The minutes were approved as presented.

**PRESIDENT'S REPORT**

*Gomez-Heitzeberg reported for Christian*

- BC is currently above the FTES target.
- 30 sections have been added
- 7:25am – 12:25 time blocks no longer have classrooms available; using facilities at University of Pacific location, filling afternoon time blocks and looking at evening and Saturday classes
- Expanding adjunct pool to meet demands
- Culpepper indicated BC can meet the demand with the dollars available

**ADMINISTRATIVE STRUCTURE**

The structure was approved at last meeting. Gomez-Heitzeberg provided an update on the administrative structure highlighting the following:

- The workgroup met this week; prepared and distributed spreadsheet delineating assignments for nine deans
- Other Deans not included – deans of academic technologies and institutional effectiveness
- Some areas that do not have large FTEF but workload is balanced by oversight of other managers and institutional initiatives
- Intent is to convert Rich McCrow to a dean
- President will make the changes final next fiscal year
- Associate deans Fulks, Rodriguez and Beckworth will continue through December

**DISTRICT CONSULTATION COUNCIL (DCC)**

*Pluta reported for Holmes*

- KCCD Trust Report  
[https://committees.kccd.edu/sites/committees.kccd.edu/files/7a.%20Improving%20Trust%20at%20KCCD%20Report\\_0.pdf](https://committees.kccd.edu/sites/committees.kccd.edu/files/7a.%20Improving%20Trust%20at%20KCCD%20Report_0.pdf)
  - Please review the report and be prepared to discuss in the fall and provide feedback to DCC representatives

- Although BC input is noted, there is nothing attributed directly to BC; Carley did a nice job
- Discussion at DCC included the question about when all three colleges need to agree in order to move forward; this needs to be clarified as it has the possibility to negatively impact autonomy at BC; Financial Aid and A&R are two examples
- District-wide Decision Making Process
  - <https://committees.kccd.edu/sites/committees.kccd.edu/files/9b.%2BDRAFT%20KCCD%20DecisionMakingProcessChart.pdf>
  - Please review diagram and be prepared to discuss in the fall and provide feedback to DCC representatives
  - Free Speech topic at DCC lead to discussion about decision making hierarchy
  - Reinforced centralization of decision making at the district office
  - Board policies and procedures are to be implemented districtwide as stated
- ASCCC/CCLC Participatory Governance
  - <https://committees.kccd.edu/sites/committees.kccd.edu/files/9a.%20ASCCC-CCLC%20Participatory%20Governance%20Workshop%20Request%200.pdf>
  - Holmes suggested that after the general presentation that small group discussion about specific district/college issues
  - Not all three colleges are the same; BC is a large and growing college and decision making factors are different and institutional priorities based on the varied community
- 4/10 Summer Schedule
 

Tina Johnson reported on the status of negotiating the modified summer schedule:

  - Cerro Coso gets to vote even though they are not participating;
  - MOU outlines work hours of 7am-6:30pm, but each office can work out specific hours within that timeframe for each employee
- Allocation Comparison
  - <https://committees.kccd.edu/sites/committees.kccd.edu/files/5a.1%20Allocation%20Comparison.pdf>
  - State will allocate additional funds; based on FTES and then allocated to college via district Budget Allocation Model
  - Posted documents shows budget allocation for BC equates to approximately 57Mil
  - All departmental budgets are in; Executive team is reviewing overall budget before final tentative submission on May 8
- Special 50% Calculation
  - <https://committees.kccd.edu/sites/committees.kccd.edu/files/5b.Special50PercentLawCalculation.pdf>
  - This topic brought up questions regarding the assignment and funding of several employees by BC and located at district office—public safety for example
  - There two HR positions are in place and funded by BC; total BC funding of HR is approximately 67% plus two positions
  - BC is the only college growing; it will be important to note how the FON is going to be distributed among the three college over the next 2-3 years
- Time Place and Manner
  - [https://committees.kccd.edu/sites/committees.kccd.edu/files/4a.%20BP%203B7%20Time%20Place%20Manner%204-28\\_0.pdf](https://committees.kccd.edu/sites/committees.kccd.edu/files/4a.%20BP%203B7%20Time%20Place%20Manner%204-28_0.pdf)
  - The procedure is not yet written, but will follow CCLC language

- Academic Senate is concerned this language has changed considerably from previous versions and has asked for access to CCLC templates
- Programs and Courses  
<https://portal.kccd.edu/cp/grouptools/fileshare/4552/56898/6a.%20BP%20-%204B1&2%20Programs-Courses%204-28.pdf>
  - It was noted that only colleges can initiate changes
- Grant Routing Form  
[https://committees.kccd.edu/sites/committees.kccd.edu/files/6d.%20AP%203A2E%20-%20Grant%20Preparation%204-28\\_0.pdf](https://committees.kccd.edu/sites/committees.kccd.edu/files/6d.%20AP%203A2E%20-%20Grant%20Preparation%204-28_0.pdf)
  - The timeline for submission has been reduced and is concerning
  - Unless warranted by compelling reasons or externally determined deadlines
  - Suggestion that Vice Chancellor's have designee signature option

### **KCCD STRATEGIC PLAN**

- It was suggested to list targets prior to the strategies
- Clarification was provided that the district is not making targets for the colleges

### **BC ACCREDITATION SURVEY**

[https://committees.kccd.edu/sites/committees.kccd.edu/files/Senate%20Report%20Accreditation%20Survey%20December%202014\\_0.pdf](https://committees.kccd.edu/sites/committees.kccd.edu/files/Senate%20Report%20Accreditation%20Survey%20December%202014_0.pdf)

- The results include a list of recommendations – we need to evaluate all we do
- The Program Review Committee provided two recommendations on review of District Office services; BC groups evaluated the services they received from district (survey has been developed for the mid-term report)
- First 5 questions were purely demographic
- There were a total of 270 responses; but not every respondent answered every question
- Of note was that the question related to the BC President providing effective leadership received the highest positive response of any other question with 89% strongly agree
- Results indicated polarity in areas of Q13- 19

College Council should review the data and be prepared for further discussion at future meetings. Dissatisfaction related to effective and timely communication between college and district and the level of dissatisfaction of Human Resources services will be primary focus.

### **ANNUAL EVALUATION OF COLLEGE COUNCIL**

[https://committees.kccd.edu/sites/committees.kccd.edu/files/CollegeCouncil\\_2014-15\\_Survey\\_0.pdf](https://committees.kccd.edu/sites/committees.kccd.edu/files/CollegeCouncil_2014-15_Survey_0.pdf)

Strobel distributed a survey similar to that done last September and asked for College Council to complete the survey and return responses. Responses should be forwarded to Strobel who will compile and distribute the results.

The results were distributed by email on May 8, 2015 and can be read here:

[https://committees.kccd.edu/sites/committees.kccd.edu/files/CollegeCouncil\\_2014-15\\_Survey-results.pdf](https://committees.kccd.edu/sites/committees.kccd.edu/files/CollegeCouncil_2014-15_Survey-results.pdf)

### **PROGRAM REVIEW CHARGE REVISION**

[https://committees.kccd.edu/sites/committees.kccd.edu/files/PRC%20Charge%20draft%20to%20reflect%20membership%20change%20%282%29\\_0.pdf](https://committees.kccd.edu/sites/committees.kccd.edu/files/PRC%20Charge%20draft%20to%20reflect%20membership%20change%20%282%29_0.pdf)

Pluta presented the charge revisions to now include a classified committee chair in addition to the administrative and faculty chairs. A motion was made by Rosellini and seconded by Fulks to approve the revision as presented. The motion carried unanimously.