

College Council
Meeting Minutes

September 4, 2015

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

Members Present: Sonya Christian, Nan Gomez-Heitzeberg, Kathy Rosellini, Nicky Damania, Clayton Fowler, Sue Vaughn, Mark Staller, Cindy Collier, Jennifer Johnson, Edie Nelson, Kate Pluta, Victor Diaz, Zav Dadabhoy, Steven Holmes

Next meeting: September 18, 2015

WELCOME & OVERVIEW of the AGENDA

President Christian welcomed Council members to the new academic year and asked new members to introduce themselves. Christian noted that College Council is primarily a paperless committee. Meeting materials are posted to the committee website for review and reference. A large amount of information is provided and the value is the repository of information and ability to reference these materials later.

To help raise the level of engagement as the Council addresses planning and evaluation of the college, each member will join small workgroups that address broad topics. An example of this would be a workgroup to address professional development as a component of college wide leadership and engagement.

"Tell me and I forget. Teach me and I remember. Involve me and I learn." ~ Benjamin Franklin

APPROVAL OF MINUTES

<https://committees.kccd.edu/sites/committees.kccd.edu/files/CC%20Min%2005-01-15%20draft.pdf>

A motion was made by Rosellini and seconded by Collier to approve the minutes of May 1, 2015. The minutes were approved as presented.

PRESIDENT'S REPORT

Christian provided a written report which is posted to the committee website:

<https://committees.kccd.edu/sites/committees.kccd.edu/files/Standard%20IV%20summary%20for%20CollegeCouncil.pdf>

President Christian's report highlighted the following:

- Update on enrollment growth: At start of 2014-15 BC was given a target from the district office but BC administration set the goal higher. What they did not account for was Porterville and Cerro Coso colleges to have declining growth which put additional expectations on BC.
- BC has met and exceeded these goals with growth of 8.9%. District-wide growth is about 5.9%.
- The management team began developing departmental closing the loop documents this past summer.

- Committee Chairs' work will be reviewed by College Council once in the fall and again in the spring.
- The college is engaged in work on categorical and grant planning and budgeting. The report contains dates College Council will want to review.
- KCCD Decision Making documents were distributed to Chancellor's Cabinet. The Chancellor has asked for feedback. College Council members should provide feedback to this document.
- Friction related to HR positions; difficulty to get hiring processes done efficiently, particularly while filling SSSP position. President requested the district office approve hiring two positions in HR that would be funded by BC. With additional influence from the Academic Senate, two positions were filled. Chargeback to BC has increased from 67% to 70%.
- BC enrollment management is comprehensive. It is an integrated process with instruction, student affairs and finance working together.

Discussion from the Council Members:

- *Questions were asked relating to the Budget Allocation Model and how chargebacks are calculated. Holmes noted that a committee has been developed to evaluate the BAM. Does BC pay 70% for IT services even though the majority of online courses are at Cerro Coso? Yes*
- *Campus HR is providing great service with the staff they have; however, BC continues to grow which puts additional demands on the department. In addition, HR has the responsibility of processing all student employment.*
- *Suggestion to draft a resolution from College Council for President to take to DCC. Cindy Collier, Nicky Damania and Kate Pluta along with Steven Holmes will develop a resolution for consideration.*
- *Advantages and disadvantages to centralization. Some of the district-wide processes in place work well on a small scale, but become cumbersome as they are applied on a large scale. Building a strategic process partnership with the district is vital to the improving efficiency and effectiveness.*

COLLEGE COUNCIL ANNUAL REVIEW

- Council Charge: Workgroup presented revisions to the charge.
<https://committees.kccd.edu/sites/committees.kccd.edu/files/College%20Council%20Charge%20for%20Review%2009-04-15.pdf>
- Work Plan: revised with broad areas of focus that align with the Strategic Plan. College Council will engage in this work through small workgroups who will report back to the Council as a whole.
<https://committees.kccd.edu/sites/committees.kccd.edu/files/College%20Council%20Priorities%20and%20Workplan%202015-16.pdf>
- Decision Making Graphic
<https://committees.kccd.edu/sites/committees.kccd.edu/files/BC%20Decision%20Making%20Process%20F2015-DRAFT.pdf>
 - Review of current and proposed
 - Change of information is the addition of examples

Council members are to review revisions to the three documents and be prepared to vote on each at the September 18 meeting.

COLLEGE COUNCIL BOARD POLICY WORKGROUP

This workgroup will be the first of many assembled throughout the academic year to help College Council members systematically engage and provide input to campus leaders. Members interested in joining the workgroup should contact the President's office.

DISTRICT CONSULTATION COUNCIL (DCC)

College Council members should review the posted Board Policies and provide input at the September 18 meeting or directly to their DCC representative.

DUAL ENROLLMENT

Gomez-Heitzeberg and Bonds presented information related to the college dual enrollment activities. The presentation can viewed here:

https://committees.kccd.edu/sites/committees.kccd.edu/files/Dual%20Enrollment%20Sep%204%202015_0.pdf

ACCREDITATION MID TERM REPORT

<https://committees.kccd.edu/sites/committees.kccd.edu/files/Standard%20IV%20summary%20for%20CollegeCouncil.pdf>

Pluta shared a summary of Standard IV. D, Multi-College District or Systems. The summary provides BC Accreditation Survey results related to district provided services.

- A Program Review was conducted last year for district services, but the results have not yet been made available.
- The BC Human Resources office will participate in program review process this year for the first time.

AIQ REPORT

Pluta pointed the Council to her written report posted to the website:

<https://committees.kccd.edu/sites/committees.kccd.edu/files/AIQreport.9.1.15.pdf>