

College Council Meeting Minutes

March 16, 2018

[College Council Website](#)

College Council Members Present:	Liz Rozell, Sue Vaughn, Michael Harvath, Steven Holmes, Jessica Wojtysiak, Kimberly Bligh, Krista Moreland, Faith Bradham, Mary Webb, Chris Glaser
Guests/Substitutes:	SGA Senator Mustapha Barraaj, Lesley Bonds, Nick Strobel, Bill Potter, Grace Commiso, Michelle Pena, Maria Wright, Imelda Valdez, Patricia Ramirez, Victor
Phone:	Diaz, Anthony Cordova, Jason Dixon, Craig Hayward, Jennifer Johnson
Next meeting:	April 6, 2018 (BC SW)

The meeting was called to order at 8:34 by Vice President of Instruction, Liz Rozell

Welcome and Overview of Agenda

Approval of Minutes

Moreland motioned and Glaser seconded approval of the minutes; the motion carried unanimously.

[Minutes of March 2, 2018](#)

President's Report

<https://committees.kccd.edu/sites/committees.kccd.edu/files/President%27s%20Report%20to%20College%20Council%20March%202016%2C%202018.pdf>

Christian directed the Council to the report posted to the website and noted the following items also posted:

- [President's February report to the Board of Trustees](#)
- [BC's Annual Directory Submission to ACCJC](#)
- [CEO Funding Formula Working Group Recommendations](#)

Upcoming Events College Council members to attend:

- April 12, 2018: Board of Trustees meeting will be held at BC.
- May 4, 5-7:00pm: Retirement Celebration for Nan Gomez-Heitzeberg

Upcoming College Council Meetings:

- April 6, 2018 meeting will be held at BC's Southwest Center
- April 20, 2018 meeting will be held in Delano

Accreditation ISER Draft Review

Strobel directed the Council to the draft documents posted to the College Council website and highlighted the components of the Standards as noted below.

[Standard IIID: Resources, Financial Resources](#)

- Standard #1: We have enough money to meet our mission of educating anyone who enrolls and we use the money in a proper, honest way.
- Standard #2: Financial planning follows from our mission and written policies and we all are given the information we need to plan well.
- Standard #3: We follow our planning policies and procedures in an open, transparent way with input from all constituencies.
- Standard #4: Our financial plans are realistic and prudent.
- Standard #5: We act responsibly with effective internal controls to keep our spending in line with reality.

- Standard #6: Our budgets are credible and we've budgeted our expenses to support well our student learning programs and services—our mission!
- Standard #7: We audit our finances, make changes to our practices as noted in the audit, and communicate the results.
- Standard #8: We evaluate our internal control systems and improve the systems based on that evaluation.
- Standard #9: We have sufficient savings to take care of cash flow and emergencies.
- Standard #10: We handle financial aid, grants, contracts, investments, etc. with effective oversight.
- Standard #11: We make reasonable expectations of income and we include our long-term liabilities and obligations in realistic plans for future expenses.
- Standard #12: We reserve the proper amount of money to take care of liabilities & future obligations including Other Post-Employment Benefits (OPEB).
- Standard #13: We make payments toward our loans and other debts.
- Standard #14: We use the money from loans, fundraising, grants, etc. properly, according to the rules of those giving us the funds and for the reasons we asked for the funds.
- Standard #15: We make sure student default rates are below federally-required levels and our assets & revenue streams are in compliance with federal mandates.
- Standard #16: We make agreements that are consistent with our mission and values and will maintain the quality of our educational services.

Standard IVC: Leadership and Governance, Governing Board

- Standard #1: We have a Board of Trustees that is ultimately responsible for our student learning programs and services and our financial health.
- Standard #2: The Board acts a unit once a majority reaches a decision.
- Standard #3: The Board follows a written set of policies for selecting & evaluating the College President and the District Chancellor.
- Standard #4: The Board is independent of the College and reflects the public interest while protecting the College from undue outside pressures.
- Standard #5: As the ones with ultimate responsibility for the College, the Board creates policies consistent with the mission and will improve our educational mission.
- Standard #6: The Board's size, duties, responsibilities, structure, and operating procedures are set in policy.
- Standard #7: The Board follows its policies and evaluates the policies as needed to enable the College to continue to meet its mission.
- Standard #8: The Board regularly examines the amount and quality of the educational services we provide and our plans to improve academic quality.
- Standard #9: The Board has ongoing training and has staggered terms to provide continuity.
- Standard #10: The Board evaluates itself using published methods in order to promote/sustain the College's academic quality and effectiveness and makes public the results of that evaluation.
- Standard #11: The Board follows a published code of ethics without any conflicts of interest or bias or hidden financial motives and always acts with the intent of ensuring the academic and financial integrity of the College.
- Standard #12: The Board delegates full responsibility and authority to the Chancellor and College President to administer its policies without interference while holding them accountable.
- Standard #13: The Board is informed about all things accreditation (standards, policies, status) and participates in the accreditation evaluation process.

Guided Pathways Plan

https://committees.kccd.edu/sites/committees.kccd.edu/files/CC_2017-18CAGP_BC%20Action%20Plan%20Detail_v6.pdf

Bonds directed the Council to the posted document and highlighted the plan's three areas of focus:

A motion was made by Wojtysiak and seconded by Holmes to approve the Guided Pathways Plan as presented. The plan was approved unanimously.

EOPS/CARE/CalWORKS

https://committees.kccd.edu/sites/committees.kccd.edu/files/CC_2017-18_EOPS%20CARE%20CALWORKS_final.pdf

Valdez directed the Council to the posted presentation and reviewed the following:

- Mission statement:
 - Extended Opportunity Programs and Services (EOP&S): The EOP&S Program encourages student success through enrollment and retention of students affected by language, social, and economic hardships by providing over and above services, which empowers students to achieve their educational objectives and goals.
 - Cooperative Agencies Resources for Education (CARE): The CARE Program collaborates with the Kern County Department of Human Services providing opportunities for EOP&S students who are single head of household in an effort to strengthen students' retention, graduation, and transfer rates to become economically self-sufficient.
 - California Work Opportunity and Responsibility to Kids (CalWORKs): The CalWORKs Program collaborates with the Kern County Department of Human Services to provide supportive services and resources to students (parents) in transition to achieve long-term self-sufficiency and transform lives.

- EOPS Momentum Points Outcomes data indicate the percentage number of EOPS students enrolled in 12+ and 15+ units far exceeds overall student population.

Ramirez reviewed the EOPS success strategies and components of the EOPS completion coaching.

- EOPS freshman Day, Orientation, four scheduled and targeted contacts that focus on establishing an educational plan, mid-term review and peer mentoring.
- Guided Pathways, EOPS Services



Innovation Award Proposal #1

https://committees.kccd.edu/sites/committees.kccd.edu/files/CC_2017-18InnovationAward_Mapper_Full_Pre-final.pdf

Bonds directed the Council to the posted documents and reminded the Council the proposal focuses on the Pathways Program Mapper as an intentional design component to our Guided Pathways work.

Innovation Award Proposal #2

https://committees.kccd.edu/sites/committees.kccd.edu/files/CC_2017-18InnovationAward_InmateEducation_Full_pre-final.pdf

Bonds directed the Council to the posted document and reminded the Council the proposal focuses on expansion of the Inmate Scholars program through the implementation of high-tech, high-touch guided pathways strategies which ensure students have access to full Associate Degree for Transfer pathways.

Consultation Council

<https://committees.kccd.edu/committee/district-consultation-council>

The next District Consultation Council meeting is scheduled for April 24

Accreditation Update

https://committees.kccd.edu/sites/committees.kccd.edu/files/CC_2017-18_KCCD%20Accreditation%20Board%20Subcommittee%20Meeting%20Timeline.pdf

Rozell directed the Council to the Board of Trustees Accreditation Subcommittee timeline.

AIQ Report

<https://committees.kccd.edu/sites/committees.kccd.edu/files/AIQ%20report%20to%20CC%20mar%2016%202018.pdf>

AIQ Faculty Chair, Jessica Wojtysiak, provided the written report posted to the website. Wojtysiak made note of the [Annual BC Services Survey](#) link that Jason Stratton emailed campus wide on March 15.