

College Council Meeting Minutes
March 15, 2019
[College Council Website](#)

College Council Members Present: Sonya Christian, Zav Dadabhoy, Michelle Pena, Mike Giacomini, Billie Jo Rice, Manny Mourtzanos, Craig Hayward, Michael Harvath, Jessica Wojtysiak, Lindsay Ono, Krista Moreland, Jason Stratton, Bernadette Martinez, Stephanie Vega, Chris Glaser, Ashley Harp

Guests/Substitutes: Todd Coston, Creighton Magers, Jonathan Ward

Phone/Zoom:

Next meeting: April 5, 2019

Welcome and Overview of Agenda

Holmes requested an addition to the agenda: Report from Board of Trustees Meeting, March 14, 2019.

Approval of Minutes

Council members reviewed the minutes of February 1, 2019. Holmes motioned and Rice seconded to approve the minutes as presented. The Council approved the minutes.

- [February 1, 2019](#)

President's Report

Christian directed the Council to her written report posted to the website.

Board of Trustees Meeting:

- Mid-Year Budget Adjustment related to district office hiring equated to \$3
 - Justification given for the HR positions was not reflected in the WorkLogic report

Budget Development:

- Using one-time funds for Innovation to promote advancement of student outcomes in 2019-2020.
- Incentive for large scale redesign to move the student success dial
- Council members should share ideas related to this innovation with the Vice Presidents

Early College:

- Strategically moving this work forward with the funding formula in mind.
- BC/KCCD team has been invited to Washington DC to present AACC/AASA Convening

AIQ Report

Wojtysiak directed the Council to the written report posted to the website and briefly highlighted the report:

- Services Survey
- [ACCJC Formative/Summative Comprehensive Review Process](#)
- [Vision for Success Alignment](#)

Vision for Success

Wojtysiak and Hayward directed the Council to the posted materials. Wojtysiak reviewed each of the goals, and the first draft of BC's plan to meet each of the goals.

College Council requested that the Vision for Success goals be incorporated in the Institutional Set Standards document as a parenthetical to the five metrics.

AIQ will continue to refine this plan and present the final recommendation to College Council at the April 5 meeting.

- Goal #1: Over five years, increase by at least 20 percent the number of CCC students annually who acquire associates degrees, credentials, certificates, or specific skill sets that prepare them for an in-demand job.
- Goal #2: Over five years, increase by 35 percent, the number of CCC students system-wide transferring annually to a UC or CSU
- Goal #3: Over five years, decrease the average number of units accumulated by CCC students earning associate's degrees, from approximately 87 total units (the most recent systemwide average) to 79 total units--the average among the quintile of colleges showing the strongest performance on this measure.
- Goal #4: Over five years, increase the percent of exiting *CTE* students who report being employed in their field of study, from the most recent statewide average of 60 percent to an improved rate of 69 percent--the average among the quintile of colleges showing the strongest performance on this measure and ensure the median earning gains of the mting students are at least twice the statewide consumer price index.
- Goal #5: Reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups, with the goal of cutting achievement gaps by 40 percent within 5 years and fully closing those achievement gaps for good within 10 years.

Business Pathway

Mourtzanos, Magers and Ward reviewed the Mission Statement of the Business Pathway Completion Team, and data trends on multiple momentum points:

- First Time Student Enrollment: increased from 342 in fall 2015 to 405 in fall 2018
- 15 Units attempted in the first term: increase of 14.8% from fall 2015 to fall 2018
- 30 units attempted in the first year: increase of 15.6% from fall 2015 to fall 2017
- English and math the first year: increase of 6.8 % from fall 2015 to fall 2017

Administrative Structure, Annual Review

Coston reminded the Council that this annual review of the management structure was initiated in 2013 with the primary purpose to evaluate emerging and future management needs of the college.

Work began last fall and team has been diligent in reviewing org charts and the input from the various constituent groups. Primary factors in the proposal are: addressing enrollment growth, student activities, additional faculty and staff hiring, facility usage, and expansion to the service area.

Task Force ranked recommendations of ten new positions and eleven title changes.

Instructional requests: four new positions and one title change

- Associate Deans part of the recommendation as a way to help to distribute workload
 - Academic Senate concerns about adding a layer of management for faculty
- Senate would like to have Director of Athletics rather than an Associate Dean

Student Affairs: four new positions

Finance and Administrative Structure: two new positions and one title change

- New Position: Director, Finance and Contracts (Budget Office)
- New Position: Executive Director, College Security and Safety (Public Safety)
- Title Change: Director, Facilities, Maintenance & Operation

President's Leadership Team

- Title Change: Director, IT to Executive Director, Information Technology & Planning
- Title Change: College Institutional Researcher to Associate Dean, Institutional Effectiveness (no budget impact)
- Title Change: Manager, Human Resources to Director, Human Resources (DO funded)

College Budget Impact – 50% Law:

- Implementing all new positions would allow BC to maintain 62% and implementing all title changes decreases the calculation by 0.02%

Completed Title Changes:

- Program Manager, CDC to Program Director
- Director, Rural Initiatives to Executive Director, Rural Initiatives
- Manager, Food Services to Director, Food Services

Next steps will include conversations with district leadership and the vice-presidents to identify categorical funding to support the recommendations. Council members should provide input directly to Todd Coston or the Vice Presidents.

The Council complimented the team on the thoughtful and detailed work.

District Consultation Council

Holmes and Mourtzanos provided written reports from the February 26, 2019 Consultation Council meeting.

KCCD Board of Trustees Meeting, March 14, 2019

Report on budget related topics address at the Board of Trustees Meeting.

1. Board Policy regarding district and college reserves was approved by the Board
 - District Office shall keep a minimum reserve balance of 15% and no more than 20%
 - Colleges shall keep a minimum reserve balance of 5%
2. Academic Senate requested that three positions on agenda be removed that were slated to be hired mid-year and paid from reserves
 - Board did not accept this request;
 - Academic Senate asked for response in writing as to why the request was not upheld;
 - Academic Senate will move forward a resolution related to the Board violated the Senate 10+1
3. KCCD P1 Report did indicate a possible funding increase to KCCD of up to \$13 million
 - Current Board President Corkins indicated his interest to use the funding to address district financial matters rather than distributing back to the colleges.