

## College Council Meeting Minutes

November 1, 2019

[College Council Website](#)

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**College Council Members Present:** Zav Dadabhoy, Billie Jo Rice, Mike Giacomini, Jennifer Achan, Steven Holmes, Kimberly Bligh, Kendall Moya, Krista Moreland, Cynthia Quintanilla, Jason Stratton, Chris Glaser, Stephanie Vega, Rich McCrow, Samantha Pulido, Jessica Wojtysiak

**Guests/Substitutes:** Amber Hroch, Abel Guzman, Raquel Lopez, Jaime Lopez, Endee Grijalva

**Phone/Zoom:**

**Next meeting:** November 15, 2019- Intersegmental Pathways Symposium

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### Welcome and Overview of Agenda

#### Approval of Minutes

A motion was made by Achan and seconded by Moreland to approve the minutes as presented.

- [October 18, 2019](#)

#### President's Report

Dadabhoy directed the Council to the posted report and supplemental documents, and noted the recognition from Campaign for College Opportunity as a Champion of Higher Education

#### Rural Initiatives

Guzman introduced the team included Raquel Lopez, Endee Grijalva and Jaime Lopez and noted the low degree attainment in our local rural area and highlighted the following items:

- serving eight cities at 15 different sites
- leveraging facilities and technology with colocations at several high schools, adult schools and community center
- offering Early College and Adult Education programs as well as traditional programming at the various sites.

#### KCCD 2019 Climate Survey

Wojtysiak reviewed the timeline of the survey and noted that some questions have changed since last year. Each employee received a specific link to the survey to ensure one response per person. College Council members are asked to encourage those in their areas to complete the survey. Reminder will be sent before the deadline of November 29, 2019.

#### State of the College

Hroch directed the Council to the posted document and reviewed the four components of the document covering Instruction, Student Services, Administrative Services and Innovation and Leadership.

College Council members are asked to review the document and provide input directly to Hroch. The final review of the document will be at the December 6 College Council meeting.

### **Closing the Loop**

Giacomini directed the Council to the first draft of the document posted to the website and reviewed the various sections of the document that include Budget and Finance, Personnel, Facilities, Technology, Professional Development, Categorical/Grants and Distance Learning.

College Council members are asked to review the document and provide input directly to Giacomini. The final review of the document will be at the December 6 College Council meeting.

Giacomini noted the college Renewable Energy Plan will go to the Board of Trustees this month on November 14.

### **Budget Discussion**

Holmes and Giacomini reported on the Districtwide Budget Committee meeting on October 25, 2019.

1. Reviewed 3 multi-college Budget Allocation Models
  - North Orange (2 colleges and continuing education center)
  - Coast (3 colleges)
  - Rancho Santiago (2 colleges)
  
2. Notable discussion items
  - All three models separated district office and institutional (districtwide) cost.
  - North Orange/Coast have a flat percentage chargeback: 10% and 14% respectively
  - North Orange/Coast models have district office paying their share of districtwide cost
  - Rancho Santiago allows local revenues (non-resident tuition, rents/leases etc.) to remain in campus earn and do not calculate into district office chargebacks
  - Flat percentage chargeback allows district office to grow, as well as decline depending on college's generated revenue
  - Some multi college districts maintain reserves only within college budgets, there is no "one" districtwide reserve.
  - If district office does not spend all its allocation, some models have surplus distributed back to colleges, while others might allow a small percentage to remain with district office. (i.e. District office has a 7% surplus, model might allow 3% of surplus to remain with district office and remaining 4% distributed back to colleges.)

### **Committee Charge Revisions**

Holmes directed the Council to the posted materials, and noted the Academic Senate approval dates.

#### **Curriculum Committee**

A motion was made by Stratton and seconded by McCrow to approve the revision as presented. The revision was approved unanimously.

#### **ISIT Committee**

A motion was made by Stratton and seconded by McCrow to approve the revision as presented. The revision was approved unanimously.

Committee charge revision for the [Budget Committee](#) were provided as a first read and will be slated for action at the next meeting.

**District Consultation Council**

Holmes referred to the posted documents, specifically his written report that provides a summary of the October 22<sup>nd</sup> agenda items, 1) Board Policy Chapter 4 is being reviewed and revision will 2) District AURs are being reviewed and 3) Accessibility Task Force.