

College Council Meeting
Tuesday, June 14, 2016
2:00 – 4:00 pm
Sam Karas Room

Minutes

Members: Luz Aguirre, Suzanne Ammons, Wendy Bates, Monika Bell, Diane Boynton, Heather Craig, Steven Crow, Laura Franklin, Scott Gunter, Lauren Handley, Kevin Haskin, Kiran Kamath, Elias Kary, Stephanie Perkins, DJ Singh, Francisco Tostado, Walter Tribley, Larry Walker, ASMPC Representatives

Absent: Heather Craig (Fred Hochstaedter attended), Kiran Kamath, Elias Kary, Larry Walker, ASMPC Representatives

Guests: Susan Kitagawa, Mike Gilmartin, Vicki Nakamura, Rosaleen Ryan

Item	Topic	Lead(s)	Type: Information (I), Discussion (D), Action (A)	Time (in min.)	Desired Outcome
1.	Welcome	Diane Boynton		5	Welcome members & visitors. Called to order 2:06pm.
2.	Approval of minutes: a. May 10, 2016 b. May 24, 2016	Diane Boynton	A	5	Approval May 10, 2016 minutes were approved with minor edits. Motion made by Laura to approve the minutes; seconded by Monika. All in favor, none opposed, Susan Kitagawa abstained. May 24th, 2016 minutes with minor edits. Motion made by Wendy to approve the minutes; seconded by Steve. All in favor, none opposed, Susan Kitagawa and Lauren Handley abstained.
3.	Meeting changes	Diane Boynton, Walt Tribley	I, D	5	Shared understanding of meeting goals and structure Dr. Tribley distinguished two issues (1) Workgroup Recommendations, and (2) CBT recommendations such as driving enrollments, scheduling efficiencies and outreach. CBT's recommended changes can be made within current participatory structure until participatory structure changes agreed to. College Council will continue as a means of gaining input and discussion and as a recommending body to the Supt./Pres. Fred indicated that Academic Senate meetings reflect that not all faculty members have voiced their support for the changes going forward as recommended by CBT.
4.	Summer: Clarifying Goals and Objectives	Walt Tribley	I, D	30	Shared understanding of what will be accomplished during the summer months Dr. Tribley discussed hiring needs:

					<ul style="list-style-type: none"> • Two full time faculty hiring positions still in process (Administration of Justice and Anatomy and Physiology). • Presentation being prepared on organizational structure of College. • Title IX position urgently needed to fulfill compliance issues as of April 2011. Planning activities underway in summer for August Board decision. • Dean of Planning and Institutional Effectiveness will begin with an internal search; partially funded by Student Equity Funding may begin with internal search and planning activities; this position is key in integrated planning. • Preparation for ACCJC Site visit. <p>Dr. Tribley invited discussion and input for additional summer work items.</p>
5.	Urgent Needs as determined by the accred. self-study, CBT, institutional goals)	Walt Tribley	1, D	40	<p>Shared understanding of challenges the college is facing and ways the college may move forward.</p> <ul style="list-style-type: none"> • Examine CBT recommendations. • Work on Enrollment Management System (EMS) to support faculty in planning spring 2017 schedule. • Self Study -cites two unmet standards yet students are experiencing success in transfers to other schools. Discussion followed on when the Self Study Draft may be reviewed by the Board prior to submittal to the ACCJC team. • Title IX position is urgent regardless of budget status. Susan explained the training demands and laws' complexities. • ERP-Technology is also urgent. <p>Dr. Tribley invited input on other needs.</p> <p>Steve provided the Three Year Budget Modeling 5-16-16 and group discussion followed regarding:</p> <ul style="list-style-type: none"> • Unfunded needs (important to track) • Cautious use of one time funds. • Meeting federal regulations and consequences if not met, regardless of budget constraints. <p>Dr. Tribley reminded all of the urgency in making recommended changes. Campus support and Budget approval will be sought, however, the institution will suffer consequences as a result of delays.</p>

6.	Budget Update	Steve Crow	I	15	<p>Information on potential changes to the budget Steve reviewed the 2016-17 Tentative Budget Summary of All Funds-DRAFT with the following highlights:</p> <ul style="list-style-type: none"> • Tentative Budget is District’s spending plan until Final Budget adopted. It is a rollover budget including known information for the 2016-17 State budget. • Self Insurance (SIF). Fund shows draw down of \$1.4M. District is budgeting for approximately 5% increase in SIF, despite medical insurer’s recommendation for 22% increase. • \$560M in one time funds (15-16 had \$3.5M). • Utilities adjusted down. • 5% increase in SBPSTC Contract. • Prop 30 funding end date not factored in. • Deficit is approximately \$1.4M; draw down is from Self Insurance Funds as done before. • The Tentative Budget book inclusive of detail will be produced. • The Final Budget is developed over the summer following the State Budget; the Board is anticipated to adopt the final budget in August.
7a.	Replacement Positions Classified - Custodian	Steve Crow	I	1	Information only: Steve reviewed the position as presented.
7b.	Progress Report: IT Dept.: Health Check, March 2016	Mike Midkiff	I	5	Information on IT’s work: Steve reported on the Strata Information Group’s analysis. The report affirms several known conditions of the organizational structure and current technology used. The report includes high priority issues that must if not addressed, will jeopardize the ability to implement and provide ongoing support of an ERP.
8.	Important campus conversations	Diane Boynton, Walt Tribley	1, D	20	<p>Opportunity for college members to share concerns, broach topics for College Council consideration. Diane and Walt invited comments; the following were received:</p> <ul style="list-style-type: none"> • Progress on adoption of new Board Policies is slow in some areas. Website reflects old and new and should be revised for clarity. • College Council (President’s Advisory Group) needs to examine its bylaws.
9.	Adjournment	Diane Boynton	A		<p>Next meeting, Mon, 8/15/16 3:30pm End meeting by 4:00 pm</p>