**College Council Minutes**  
**February 20, 2009**

Present: Greg Chamberlain, LaMont Schiers, Nick Strobel, Tom Greenwood, Jennifer Johnson, Candice Sifuentes, Marco Sifuentes, Nan Gomez-Heitzeberg (Suderman alternate), Michael McNellis, John Gerhold, Jennifer Marden, Primavera Arvizu, Sue Vaughn, Ed Knudson, Mildred Lovato, Shawn Newsom (SGA), Debbie Spohn (recorder)  
Absent: Anna Agenjo, Janet Thomas, FCDC Representative (not yet identified). CCA Representative (not yet identified)

| 1. **Welcome**  
Dr. Chamberlain welcomed everyone to the newly reorganized College Council. |
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| 2. **Review Previous Minutes**  
12/12/08 - No changes were noted. The President’s office will be working to get the minutes of each meeting out quickly so that they can be reviewed and shared with all constituents, and feedback can be gathered. |
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| 3. **New College Council**  
**Introductions** - The College Council listserve (bc_collegecouncil) has been adjusted to reflect the new membership. Individual contact lists for each group are in the process of being developed for ease of communication between the members and those you represent.  
**Meeting Days/Times** - Currently alternate Fridays with FCDC. There may be some conflicts with the training sessions being offered at the District Office by HR. The 4th Friday of March (3/27) is the faculty colloquium, beginning at 10 a.m. If meetings are increased to twice a month, it may be possible to have shorter meeting times. The 2nd Friday in April is spring break.  
There was further discussion on meetings during the summer. It was decided that each member would leave summer contact information and the contact information of a possible alternate for summer meetings. Teleconferencing was discussed as an option for summer.  
For the time being, there will be no formal selection of alternates during the fall & spring semesters. It was also suggested that alternates be briefed on any meeting topics that may be presented.  
In discussing possible task forces to address specific issues, it was noted that task forces can include faculty and staff not currently serving on College Council. Everyone should be comfortable with the concept of delegating the completion of various duties to task forces. The task force should include those |
that are best suited to address the issue at hand.

**Action item** - Dr. Chamberlain will send out a bc_all re: the representative groups once all representatives are identified.

**Action item** - All representatives will informally identify an alternate who can be called upon to attend during the academic year.

**Action item** - Greg will review the calendar and publish a list of possible dates for the remainder of 2008-09, including several possible dates during the summer.

**Action item** - All council members will supply “best way to contact” information for summer use, plus identify an alternate for summer and provide contact information for the alternate.

**Role/Charge** - A document that was presented in draft form early in the year was reintroduced; it was recommended that the reorganized group finalize and adopt the document. Two-way communication should be facilitated.

All members may submit agenda items for consideration. Items must be submitted one week prior to the meeting so that a draft may be circulated to council members. Continuation of the meeting of the previous co-chairs was discussed. It was decided that College Council should be one item on the agenda of that meeting.

Guests will be invited as needed. While each standing committee may not have anything to report back each meeting, it was suggested that they remain listed on the agenda as a reminder.

Under duties, it was suggested that each council member “be current on committee reports.” A partial list of committees include the following: ISIT, Curriculum, IEC, SDCC, EOAC, Enrollment Management, Budget and Planning, Assessment, FCDC, SGA, CSEA, CCA, Senate, Management Assn., CSI, 2012, Accreditation, Facilities, and Safety. District Committees include TLC and Consultation Council. One of the charges of the original committee was to review grant opportunities prior to submission.

The following wording was copied from the Consultation Council: “At the close of each session, time will be set aside to recap the meeting. The group will decide those issues that are to be taken back immediately to their respective constituent groups and those issues that should be deferred until the next meeting.” Sometimes an issue hasn’t been fully developed and may not be ready to disseminate.

**Nuts & Bolts/Terms** - A subcommittee will discuss some of the procedural issues...
such as election process and length of terms, and make a recommendation back to the Council. Volunteers for this subcommittee included John Gerhold, Jennifer Marden, Greg Chamberlain, and Marco Sifuentes. However, it was determined that this will be more effective if this discussion occurs after the council has been in operation for several meetings. This may be a project better undertaken during the summer months.

**Action item:** Include as an agenda item for the next meeting procedures and processes for College Council.

Communication Sharing of more information from Consultation Council was requested.

**Action item:** Dr. Chamberlain will forward information from Consultation Council, and have a report as a regular agenda item.

A decision-making document from Moorpark was introduced, with the idea of developing one for BC. Part of this document could include how the decision-making process links to the District. The Moorpark document also includes cultural expectations.

4. **College Goals** Confusion exists about the overlap of the college goals, the 2012 plan, and the accreditation recommendations. This will be placed on the next agenda for further discussion.

5. **Budget** Greg shared a number of documents regarding current budget projections. However, it is too soon to speculate about hard numbers; what amount of federal stimulus package monies will actually be allocated to California is not yet known. Plus budget analysts are predicting the need for a May budget revision; the governor also has the option of line-item vetoes. Further cuts are anticipated. KCCD is in better shape than many other districts due to the prudent planning & spending of the board. Enrollment management becomes more and more critical as high schools, state colleges, and universities plan to cap enrollment and encourage students to come to the community college. Regardless of COLA, there are step and column increases.

For fall, the number of sections will be held at the 2006-07 level. For summer school, all classes will cross the July 1 date; the number of sections was significantly reduced. This will allow BC the option of using the numbers in either fiscal year. The focus has to be on the core mission.

**Action item:** Greg will continue to forward budget information as it becomes available.

6. **Facilities & Planning** Greg shared the Facilities Update report that is prepared by the Facilities Division of the District Office, and explained some of the
The Levan Project received 6 bids, and the low bid was under budget. As soon as there is board approval, the work will begin. Abatement will begin next week.

LaMont discussed the TES water storage tank that will be going up between Levinson & the Library. Several modifications to the original plan have already occurred.

**Action Item:** LaMont will keep the campus apprised of the impact to foot & vehicle traffic due to the construction.

Chris Addington is no longer a permanent employee of the District; Rick Wright is working with the Facilities Department on an interim assignment. Chris will continue to consult on specific projects. There are three project managers working with Rick.

**Next Scheduled Meeting(s)** The next meeting will be March 6 from 10 a.m. to noon. Agenda items will include discussion on goals, the College Council charge and role, 2012, budget information (information on the P-1 and federal funds), accreditation, consultation council report, Luminis. Amber Chiang and Dave Barnett will be invited to discuss Luminis.

**Things we need to know:**

The chimes have been reset to chime on the hour, and will automatically reset with Daylight Savings Time.

A resolution from the Academic Senate is being circulated about a change in the hiring process, addressed to Abe Ali, HR Vice Chancellor.

Smoking surveys from SGA are being distributed. A preliminary summary shows those favoring a designated smoking area in the majority. M&O is attaching notices to all doors that smoking within 20’ of the doors and windows is prohibited by law.

**Meeting adjourned at 10:29 a.m.**