

**PORTERVILLE COLLEGE**  
**COLLEGE COUNCIL**

3:00 PM – 5:00 PM • Monday, November 6, 2017 • AC-119

Co-Chairs: Val Garcia, Robert Simpkins, Vern Butler

**MINUTES**

**Present:**

Sam Aunai, Kim Behrens, Vern Butler, Michael Carley, Joe Cascio, Chris Ebert, Val Garcia, Lupe Guillen, Jay Hargis, Stewart Hathaway, Bill Henry, Jeff Keele, Jay Navarrette, Catherine Osborne, Maria Roman, Robert Simpkins, James Thompson, Anne VanderHorst, Ann Marie Wagstaff, Joel Wiens, Arlitha Williams-Harmon and John Word

**Absent:**

ASPC Vice-President, Tim Brown, Terry Crewse, Erin Cruz, Vickie Dugan, Kailani Knutson, Stephanie Olmedo-Hinde and Diane Thompson

**Guest:**

Reagan Dozier and Tamara Smee

**I. Call to Order**

Mr. Butler called the meeting to order at 3:01pm.

**II. Adoption of Agenda**

Motion made to approve the November 6, 2017 agenda.

**M/S/C:** James Thompson/Joe Cascio

**III. Approval of Minutes**

Motion made to approve the minutes from October 16, 2017.

**M/S/C:** Joel Wiens/Joe Cascio

**IV. Information/Announcement Items**

**A. Guided Pathways – Sam Aunai**

Mr. Aunai gave a presentation on guided pathways, noting the importance of helping students be successful with completing a degree and/or transferring to a four year.

The focus (four components) is for a student to find a path, enter (clarify) the pathway, stay on the path, and ensure students are learning.

Discussion continued on funding (how the money can be spent), requirements and to incorporate those requirements and services into what the college is already implementing.

*Handouts provided.*

**V. Discussion/Action Items**

**A. Creation of ILO Taskforce – (Discussion)**

Mr. Carley stated that a taskforce is temporary and a team or sub-committee should be created.

Mr. Thompson suggested that the CC committee as a whole should review/assess the ILOs with Melissa Long to facilitate.

The committee discussed if a sub-committee or taskforce will be established to create a process for assessing ILOs.

“Motion for CC as a whole to review ILOs during normally scheduled meetings with Melissa Long facilitating.”

**M/S/C:** James Thompson/Ann Marie Wagstaff

“A second motion for the three chairs and professor Long to meet and bring forward proposal for ILO assessment.”

**M/S/C:** Jeff Keele/Jay Hargis

**B. Education Master Plan – Bill Henry (Action)**

The Educational Master Plan is now complete with all recommended changes and is on the Board agenda. Mr. Henry discussed the changes made to the plan.

“Motion to approve the Educational Master Plan.”

**M/S/C:** Joe Cascio/Maria Roman

*Pdf file sent to committee.*

**C. Ed Master Plan Observations/Recommendation (Discussion)**

Dr. Wagstaff has concerns about the observations and recommendations not accurately reflecting the goals of the college.

There is also concern the consultants do not have a clear understanding of the college’s vision. It was recommended during the next Educational Master Plan revision the vision of the college is more clearly reflected.

*Handout provided*

**D. Enrollment Management Plan 2017-2022 – Sam Aunai (Discussion/Action)**

Mr. Aunai gives the highlights of the Enrollment Management Plan and recommends approval.

“Motion to approve the Enrollment Management Plan.”

**M/S/C:** James Thompson/Jeff Keele

*Pdf file sent to committee.*

**VI. Subcommittee Reports**

**A. Budget Committee**

- Went over district-wide BAM recommendations.
- The district wide budget committee met two weeks ago. They broke into two sub-groups to review 1) district office planning and 2) fiscal long-term issues and reserves. The next meeting is scheduled for November 17<sup>th</sup>.
- The committee also reviewed the accreditation report draft and evidence.
- Budget worksheets were sent out.

**B. Strategic Planning Committee**

- The committee has been revising the instructional and non-instructional program reviews.
- Assessing program reviews due this spring.
- Also, reminded the committee all areas who have a program review due will give an update at the 11/20 CC meeting.

**C. Enrollment Management Committee**

- Talked about the schedule and approved the Enrollment Management Plan.
- Next meeting the committee will discuss space utilization.
- Cognos training on 11/27.

**D. Success & Equity**

- Meet tomorrow

**E. Grant Oversight/Grant Progress Reports Committee**

- No report

**F. Facility Planning Advisory Committee**

- Facility update was sent via email early today.
- The Veterans Memorial project is coming along.
- Another consultant came in to fix issues with the door locks.
- The theater seating and carpet replacement scheduled for this winter.
- During the holiday closure, the campus will be sprayed for rodents.

**G. Information Technology Committee**

- Discussed final updates on the IT Plan.
- Reminded committee chairs to complete the committee request form and send to Sam. All committees have a page on Inside PC.
- Talked about the graphics print request form.
- The directory is building a new directory on PC website, once completed note any changes/corrections to Sam.

**H. Title IX Advisory Committee**

- No report

**I. Marketing & Outreach Committee**

- No report

**VII. Other Reports**

**A. President**

- Educational Master Plan is complete.
- The Board will meet at PC this Thursday at 1pm.

**B. Accreditation**

- The goal is to have a solid draft by the end of this semester.

**C. Academic Senate**

- Recently approved the request to change the department of Physical Education and Health to Kinesiology.
- Posted eleven position requests online for new faculty. November 17<sup>th</sup> the Senate will meet to hear the oral presentations by each division as they explain their need for the faculty position(s) they are requesting.
- BC Senate proposed a change to board policy 2430 regarding the relationship to the board, the Chancellor and the autonomy of the college presidents. The Senate is taking the position of the Cerro Coso Senate on this issue, which is the

Board delegates to the Chancellor regarding hiring and budget who then delegates to the college presidents. *Discussion ensued.*

**D. CCA**

- First and second year members gathered at Dr. Keele's house.
- The election for unfilled CCA position is November 28<sup>th</sup> and 29<sup>th</sup>.
- The PC college grievance officer is unfilled and an appointed position, interested faculty contact Dr. Wagstaff. Requirements for this position is:
  1. The faculty member must be tenured
  2. Must be a member of the CCA union
  3. Appointed by the Executive Officer

**E. CSEA**

- No report

**F. ASPC**

- Invited to join the Central Valley Student Assembly
- The first newsletter is complete
- Hosting the KCCD Student Government retreat on January 8, 2018.

**G. Other**

- Elumen is going good and Mr. Thompson asked that faculty review courses reporting any errors. CurriNet will no longer be available after June 1, 2018.
- See board policy 2430 discussion under Academic Senate Report, VII. C. "Motion to support the Community College League Language for Board Policy 2430 because of its clearer definition of the lines of authority. CC concurred with the position of the Cerro Coso Academic Senate's resolution. CC also acknowledged that this issue was not really a 10+1 faculty senate issue in the first place."

**M/S/C:** Ann Marie Wagstaff/James Thompson

**VIII. Future Agenda Items**

**A. CC Structure & Membership – Co-chairs** (review/update specific task, etc.)

**B. Student Complaint**

**IX. Adjournment**

Meeting adjourned at 4:34p.m.