

PORTERVILLE COLLEGE
COLLEGE COUNCIL

3:00 PM – 5:00 PM • Monday, March 2, 2020 • AC107

Co-Chairs: Primavera Arvizu, Robert Simpkins, Vern Butler

MINUTES

Present:

Primavera Arvizu, Rebecca Baird, Kim Behrens, Tim Brown, Sheri Burgess, Vern Butler, Michael Carley, Joe Cascio, Todd Dearmore, Vickie Dugan, Chris Ebert, Lupe Guillen, Claudia Habib, Kendra Haney, Jay Hargis, Tiffany Haynes, Gerred Link, Melissa Long, Michelle Miller-Galaz, Stephanie Olmedo-Hinde, Maria Roman, Thad Russell, Robert Simpkins, James Thompson, Ann VanderHorst, Miles Vega, Ann Marie Wagstaff, Arlitha Williams-Harmon and John Word

Absent:

ASPC President, ASPC Vice President, Terry Crewse, Jay Navarrette, Kimanthi Warren, Shauna Williams and Erin Wingfield

Guest:

Reagen Dozier, Jacqueline Escareno, Roger Perez and Patricia Serrato

I. Call to Order

VP Arvizu called the meeting to order at 3:00 pm.

II. Adoption of Agenda

Motion made to approve the amended March 2, 2020 agenda.

M/S/C: James Thompson/Jay Hargis

III. Approval of Minutes

Motion made to approve the February 3, 2019 minutes.

M/S/C: James Thompson/Tim Brown

IV. Information/Announcement Items

A. Early Alert – Patty Serrato/Jackie Escareno (10 minutes)

Early Alert has been around since 2012, first through SARS and now through Navigate. It is a system for faculty to refer students to Early Alert services. Early Alert can be used for a variety different reason such as a student has never seen a counselor, they may be failing tests, or seem sad. Faculty can refer students' case by case or by groups (multiple students at a time).

A Handout was provided with step by steps instruction on how to refer students to Early Alert through Navigate. Please handout the step by step instructions to your divisions. If you have any problems, please contact Advisor Escareno or Counselor Serrato include a screen shot.

In February Early Alert received 90 referrals. Counselor Serrato stated, March is the month she would like to visit the different divisions to talk about the program, answer questions, and to check access.

Navigate will be out later in March for a faculty training, more information will go out. Early Alert Workshop will be on March 31st, please take a flyer. March 25th Early Alert will be in the Quad. Text message and emails are sent out to probation students. Remember, Early Alert services are available during the summer.

This summer the Early Alert website will be updated and a video added.

Handout provided.

B. RNL Exit Briefing and Recommendations – Primavera Arvizu (10 minutes)

The RNL Exit Briefing was emailed to all committee members. VP Arvizu recommends the briefing goes to Enrollment Management for an in-depth discussion on strategies and next steps, then bring back to College Council.

PDF emailed to committee.

C. Mission Statement Workgroup Update – Primavera Arvizu (3 minutes)

A group consisting of faculty, classified and administrators met to review the mission statement vision, philosophy and values to determine if wording needs updated or changed. A timeline has been completed and recommendations will be brought back to CC before the end of the Spring term.

D. Faculty Summit – Dr. Bob Simpkins (2 minutes)

The Faculty Summit is one of many professional development opportunities taking place this year. We will talk about things faculty are doing and/or should be doing, best practices and equity in the classroom. One of the topics of discussion is relationship between counseling and instructors. Breakfast, lunch and a snack will be provided. Faculty will have a chance before the summit to create a poster to show what they do in the classroom (visual aid). More information will be sent out from Dr. Simpkins in the coming week.

E. Pirate Maps Update – Primavera Arvizu (4 minutes)

Several different groups working on Pirate Maps. The entry team is looking at orientation, the first steps and what orientation comprises. Professor Pummill has reached out to academic divisions regarding major clusters.

PC is working with several individuals, one is ATD and the coaches will be on campus April 3rd to work with the entry team; more information to come. April 17th Student Success Teams (completion teams) will meet to discuss on that will work here at Porterville College.

IT was decided to start off with a smaller cohort with incoming freshman regarding pathways or major clusters.

There is also a marketing workgroup that will work on marketing the Pirate Map.

F. ATD Leader College of Distinction – Primavera Arvizu (2 minutes)

Porterville College was named college of distinction at the ATD conference in February. Thank you to Michael Carley for submitting the application.

G. HR Staffing/Hiring Update – Dr. Claudia Habib (5 minutes)

Five faculty positions to be posted are:

1. Industrial Maintenance
2. Kinesiology
3. Counseling
4. Engineering
5. Administration of Justice

Three Dean positions are also coming up for hire; two Dean of Instruction (replacements) and one Dean of Student Success and Counseling (new).

H. Branding – Roger Perez (5 minutes)

PIO Perez has created two presentation boards. His goal is to meet with as many student groups as he can to get feedback on the new logo. The goal is to have a new logo by fall.

There will be some times Dolores will be out of the office, PIO Perez can complete so of these projects when Dolores is out.

PDF emailed to committee.

V. Discussion/Action Items

A. ILO #4 Social and Cultural Responsibility (Demonstrate sensitivity to and respect for others, both locally and globally, and participate actively in group decision making) – Melissa Long (15 minute Discussion)

Today the committee will work toward rewording ILO#4. The existing statement is demonstrate sensitivity to and respect for others, both locally and globally, and participate actively in group decision making.

The committee came up with the following ideas:

- Demonstrate active engagement in community improvement, positively engage and collaborate with individuals unlike themselves, and apply critical thinking to global issues.
- Apply critical thinking using a global perspective.
- Critically think using a global perspective from unique and eclectic learning styles.
- Show participation in a collaborative decision-making process (such as through membership and/or leadership roles in a club, organization, institution or participation in an organized team activity or event).
- Demonstrate preparedness to engage a global world while exhibiting a broad sense of diversity, cultural awareness, environmental and social responsibility and stewardship.
- Recognize the interconnectedness of global, national, and local concerns from multiple perspectives.
- Exhibit awareness, appreciation, and respect for the diversity of individuals in one's immediate environment as well as in the global community.
- Apply knowledge of diversity and multicultural competencies to promote equity and social justice in our communities.
- Show an improved understanding regarding the impact of social interaction and behavior and demonstrating cultural awareness.
- Recognize and respect social and cultural uniqueness and incorporate all perspectives in daily interactions and decision making.
- Demonstrate social awareness both in our community and more globally, be culturally responsive to those within our community, be culturally competent, and cultural diversity.
- Demonstrate understanding in social economic, cultural, and disability diversity and their role in the global world.
- Identify cultural inequities within their own community and be able to address those problems.
- Communicate how the knowledge, attitudes, and skills learned at Porterville College can be used to contribute to their local and diverse communities.

Words and Terms Floating around but Not Exactly in an Actual Statement:

- Eclectic circumstances
- Global perspective
- Decision-making
- Use a global perspective to

Homework:

Check for Professor Long's email, read the statements presented by the committee members, and consider how each statement is alike and how each statement is different.

B. Kinesiology Program Review – Vickie Dugan (5 minutes, 1st read Discussion/Action)

The is the first full semester of the Kinesiology Transfer degree which was approved in April, 2019. Forty students changed their major to Kinesiology even though it was not yet a selection. The department has added eleven new classes including soccer, basketball and tennis.

During research Coach Dugan discovered in colleges with over 25,000 graduates in 2017 Kinesiology degrees increased 131% making this the fastest growing major.

Currently working on a personal trainer certificate. Personal trainers are one of the highest growing job markets. The goal is to have the certificate in place by 2021.

Currently the Kinesiology degree has a bare minimum of courses. They still need to add more core courses for the transfer degree, such as Introduction to Learning and others. Kinesiology will be getting another position which will aide in getting more of the academic courses needed.

The department is limited in its outdoor facilities.

Goal wise the department has increased FTES by increasing the courses offered, completed the Kinesiology degree, the stadium has been maintained so the department could offer soccer.

New goals include more marketing of the Kinesiology degree and add more transferable classes.

Motion: “move approval”

M/S/C: Ann Marie Wagstaff/Maria Roman

Handout provided to committee

C. IR Program Review – Michael Carley (5 minutes, 1st read Discussion/Action)

IR looked at their SAOs and how user-friendly reporting is.

There have been several changes over the last three years, IR is now a two-person office, however; we have had work load increase. The increase in work is due to Guided Pathways, planning responsibilities, Title V, etc.

IR has four new goals. The first goal is moving to use more dashboards. When PC moved from Discover to Cognos IR has noticed some user-friendly issues. The next goal is working with the Pathway to Success and Equity Committee on the Guided Pathways implementation, specifically with the completion teams and figuring out that process. The third goal is to work on integrating the planning process. A number of things have been completed so far such as updated a number of documents and last year created a Program Review Handbook. Working on crosswalks and making sure all our planning processes are rowing in the same direction. The fourth goal is to focus on equity, working with PSEC to continue to close the equity gaps.

Some issues IR is dealing with are moving out data, dashboards, implementing Guided Pathways, and our sustainability. DJ is paid entirely with Title V funds; the grant ends in two/two half years and IR wants to make sure DJ's position remains funded.

Motion: “to approve”

M/S/C: Lupe Guillen/Kendra Haney

Handout provided to committee

VI. Subcommittee Reports

A. Accreditation

- The ACCJC mid-year report is due sometime in April.
- There will be a transition of the ALO Officer to VPAA Russell.

B. Budget

- DWBC is still working on the new funding allocation model. The DWBC divided into 3 subcommittees, the first subcommittee is looking at District expenses vs. District-wide expenses. Another is looking at growth and stabilization and sub-based funding for facilities. The third subcommittee is looking at other revenue. There is a tentative plan to have the new funding model under the new Student Center Funding Formula by the end of the semester. The 20-21 Tentative Budget will be based off the current model. March 13th the DWBC will meet with a consultant from Cambridge West, they will also present the new funding for 19-20 the State just released last week. We received additional monies from 18-19, the district will look at how it will be allocated to the colleges.
- Meets this Friday. At the last meeting we discussed instructional one-time requests. Waiting on the Board meeting to approve some Rural Technology funds and then we can complete some purchases. Please review your 19-20 budgets and categorical budgets, the district is going to close the quarter at the end of March and this is the time to make sure monies are where they need to be. Looking toward fiscal year 20-21, we will be sending your categorical budgets out for your review.

C. Strategic Planning

- Going over program reviews, two which have come to CC for approval. WE have also discussed the Heath Careers Program Review which will coming to CC soon after some final edits. There are two more program reviews we are still awaiting (President's Office and IT).
- We will also be looking at the planning documents and sending out reminders to those groups that are coming due.

D. Enrollment Management

- Having discussions on Dual Enrollment and being more strategic.
- Had a presentation from IR Director Carley regarding schedule mapping tools. Looking at building a scheduling timeline to have a better sense of where we need to hit our markers and at what times in regards to determining future course scheduling.
- Are charge going forward is to review the RNL Exit Briefing and Recommendations report, IEPI and the Strategic Enrollment Management Academy and the data and recommendations that have come out of that.
- Taking a hard look at scheduling from the student perspective. Allowing students to complete a course of study in specific timeframe (morning, mid-morning, evening, or online).
- Made the meetings longer (faculty requests) and divided one of the monthly meetings out into an academic vs academic and everyone else session.

E. Pathways, Success and Equity

- Went over the marketing report.
- Went over next steps and the different work groups.
- The Guided Pathways Scale of Adoption Assessment report CC approved was approved by Academic Senate and has since been submitted to the State Chancellor's Office, along with data, SSASP and Equity updates.
- Workshop and trainings coming up; April 3rd ATD Coach and April 17th Dr. Al Solano, a consultant PSEC is working with.

F. Grant Oversight/Grant Progress Reports

- The Rural Technology grant has additional monies and PC will receive \$107,000 of these additional funds. This grant will be going to the Board for approval.
- Title V grant was submitted. Discussed the grant submission process.
- Looking at an NSF grant that is due on the March 29th.
- We applied for a TRIO grant, CAMP (College Access for Migrant Populations) grant, and a Mental Health and Wellness mini grant (\$5,000).
- We received a \$5,000 CVHEC mini grant being used for the Faculty Summit.
- Grant Oversight will come back with the grant workflow and additional information.

G. Facility Planning Advisory

- Vice Chancellor of Facilities retired, the new Vice Chancellor is Randall Rowles.
- PC Campus Security Updates to be completed by end of March 2020.
- This Spring break Student Services will get a fresh look, paint, new furniture and reception desk.
- The nurse's office will get new furniture on March 17th.
- March 26th Bond Oversight Committee is meeting at PC.
- Error was made on the calculations for the Jamison Stadium parking lot solar field and turns out not to be feasible so the solar field will not go forward.
- This week prepping the stadium turf, next week will plant seed.
- Fire Instructor, Mario Garcia, has been moved from the firehouse to the PC campus.
- Ordered a lot of hand sanitizer and M& O will be distributing the sanitizer around campus.
- Allied Health Building preliminary plans have been approved by the State Chancellors Office. Negotiating WA with project management consultant. Submit plans to DSA by September 20, 2020 with construction to begin August 2021 and completed by September 2022.
- CTE Building has moved to the final project phase with the State. The future CTE building will be erected by the softball field.
- With measure J funds the softball field will be moved and a new baseball field will be built in the coming future.
- The bids are in for the AC building restroom remodel (in and outside restrooms and Presidents restroom). JTS won the bid. The project is expected to take eight months being completed by December, 2020.
- Various air conditioning projects: Science and Math building exhaust fan replacement and Trade and Industry building heaters. This is a Summer 2020 project.
- Huge survey was completed on the PC infrastructure. A code yellow and code red list of issues to address has been created. PC will go out for bids and then have someone come in to fix things underground. Job start date TBD.

- HVAC system serving the Forum and HR along with the boilers in the Gym showers will go out for bids.
- The Gym remodel is almost complete, waiting on pads for the wall (installed this Wednesday) and floor cover (installed tomorrow).
- PC Stadium upgrades: submitting plans to DSA in May 2020. Expect a decision by April 2022.
- Artificial turf will be installed in front of the AC building just outside rooms AC121, AC124 and AC125.
- The District Risk Management is looking at pandemic procedures if the Coronavirus gets to that point.

H. Information Technology

- No report

I. Title IX Advisory/Safety and Security

- Met with the District today regarding Coronavirus first steps.
- The way the Stand Down exercises was initially set up was to give the campus one of the actions the last week of the month to participate in and then results the next week. After some feedback and thought SS Manager Dearmore has come up with an alternative to send out a video once a month. He will also offer stand down exercise's students can attend for extra credit. Speak with SS Manager Dearmore about class presentations.
- By law the campus has to have two evacuation drills every year (one announced and one unannounced). The announced is the Great Shake Out on October 15, 2020. The other one will be decided after he speaks with the division chairs about some best possible dates.
- Refused to be a Victim workshop October 15, 2020.
- Next month will be a sexual assault workshop.

J. Outreach

- No report

VII. Other Reports

A. President

- No report

B. Academic Senate

- Working to clean up the committee pages content and membership. Counselor Vega asks everyone to clean up their committee page on the website to reflect current information.

C. Outcomes

- Support Outcomes Representative and keep up with outcomes.

D. CCA

- No report

E. CSEA

- No report

F. ASPC

- No report

G. Other

- Two PC students have been placed on PTK team one and team two.
- PC is one of two colleges that have been recognized for work in AB705 implementation.

VIII. Future Agenda Items

A. Mission Statement Evaluation Results

IX. Adjournment

Meeting adjourned at 4:43 p.m.