

# PORTERVILLE COLLEGE

## COLLEGE COUNCIL

3:00 PM – 5:00 PM • Monday, December 7, 2020 • Zoom

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

### MINUTES

#### **Present:**

Primavera Arvizu, Rebecca Baird, Kim Behrens, Elizabeth Buchanan, Sheri Burgess, Vern Butler, Michael Carley, James Carson, 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, Jay Navarrette, Frank Ramirez, Thad Russell, Patricia Serrato, Robert Simpkins, Errin Sullivan-Arcos, James Thompson, Miles Vega, Kimanthi Warren, Arlitha Williams-Harmon, Shauna Williams, Erin Wingfield and John Word

#### **Absent:**

ASPC President, ASPC Vice President, Terry Crewse and Johana Fisher

#### **Guest:**

Reagen Dozier, Roger Perez and Mckenna Salazar

#### **I. Call to Order**

VP Arvizu called the meeting to order at 3:01 pm.

#### **II. Adoption of Agenda**

Motion made to approve the December 7, 2020 agenda.

**M/S/C:** James Thompson/Jay Hargis

#### **III. Approval of Minutes**

Motion made to approve the November 16, 2020 minutes.

**M/S/C:** James Thompson/Erin Wingfield

#### **IV. Information/Announcement Items**

##### **A. Governance Structure Update – Primavera Arvizu (5 minutes)**

##### **i. CC Retreat**

Should have already received an invitation for the two-hour retreat on 1/14/21 facilitated by Dr. Solano.

Will work to improve CC and various sub-committees by making reforms to the structure and membership. During the retreat the participants will be taking part in activities and discussion.

What does the committee think about inviting the sub-committee chairs that are not a CC member? The committee agrees and the all sub-committee chairs will receive an invite.

##### **B. Equity and Social Justice Report/Update – Kimanthi Warren and Miles Vega (10 minutes)**

The team is focused on the next UCC Alliance session on 12/10/20. The December 10<sup>th</sup> session focuses on curriculum development, incorporating racial support for our students and equity. Looking for participants to join the different sessions; the 12/10 session still has three open spots. Kimanthi Warren will put the link in the chat.

Looking at how to support our students better. The team has completed the assessment and are now prepping the recommendations. They also, discussed social justice, equity and brave spaces. A group will take about equity, social justice and brave spaces during FLEX Day.

We need to be mindful of what we say and how we say it to other people.

**C. Core of the Core Update – Dr. Arlitha Williams-Harmon (10 minutes)**

Collecting recommendation in a drop box and finalizing them the semester and having the recommendations available in SharePoint for CC review.

**Discussion/Action Items**

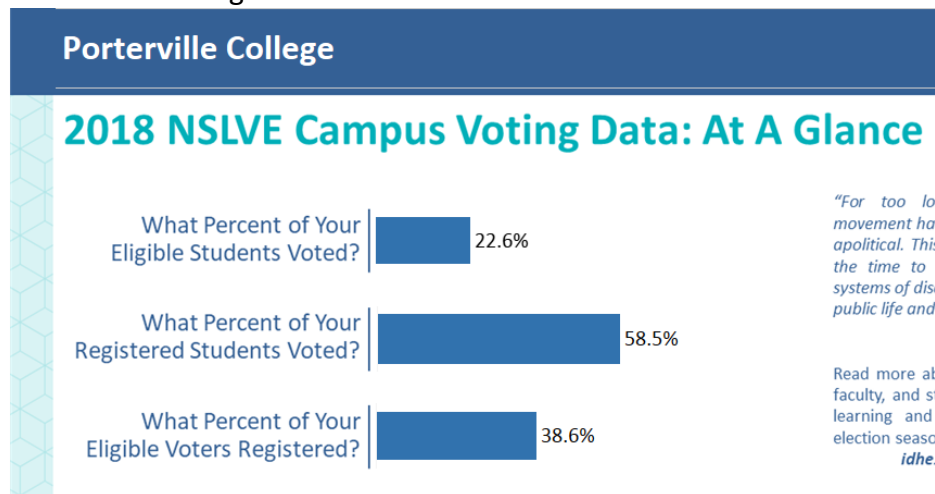
**A. ILO #4 Social and Cultural Responsibility (Demonstrate sensitivity to and respect for others, both locally and globally, and participate actively in group decision making) – Melissa Long (15 minutes Discussion)**

Today’s goals are: prepare to collect evidence for ILO #4 Social and Cultural Responsibility, then will discuss if the committee wants to revise ILO #5.

The committee will collect evidence from their respective areas that PC is or is not helping students meet ILO #4.

**Evidence:**

- 2018 NSLVE Voting Data



- 2017 CCSSEE Questions 4, 10, and 11
  - 4. In your experience at this college during the current school year, about how often have you done each of the following (% answering Very often or Often)
    - 4r Had serious conversations with students who differ from you
      - PC— 23.0%
      - Small Colleges— 29.1%
      - 2017 Cohort— 28.5%
  - 10. About how many hours do you spend in a typical 7-day week doing each of the following? (% answering more than "none")
    - Participating in college sponsored activities (organizations, campus publications, student government, intramural sports, etc.)
      - PC— 19.6%
      - Small Colleges— 24.7%
      - 2017 Cohort— 20.8%
  - 11. How much has hour experience at this college contributed to your knowledge, skills, and personal development in the following areas (% answering "Quite a bit" or "Very much")
    - 11f Working effectively with others
      - PC— 71.9%

- Small Colleges— 63.9%
- 2017 Cohort—61.8%

- Veterans Resource Center
  - Civic engagement and community involvement
- ASPC census work fall 2019-summer 2020 (?)
- Voter awareness marketing campaign before the election
  - Also, some social science instructors registered students to vote in classes.
- Equity and Social Justice Committee work
- Modification of courses to meet the new CSU GE requirement
  - SOCI P150, ANTH P105, HIST P119
- Instructors including service learning component in their courses
  - Karen Bishop has a community service portion of her sociology classes
- JEC internships encourage civic engagement
- The Neighborhood Market both helps and is staffed by students
- DRC has the ACE and STEPS programs placing students in volunteer positions in the community
- During Promise Days, we had presentations about social justice and student responsibility
- Student Empowerment Retreat (?)
- Student Ambassadors
- Groups presenting on campus, specifically The Source
- Pride Club
- Porterville Wellness Center
- Existence of clubs like MECHA
- PACE program
- PASS program
- PTK
- Health Careers community service project
- Rob Haynes's basketball program athletes assist with the Neighborhood Market for our campus and community. Rob and his athletes do a lot of community services as well. They do workshops at the reservation, the City of Porterville, and local classrooms upon teacher request that have been done multiple times a year.

ILO # 5 Personal Development (Demonstrate self-management and ethical awareness through practices that promote physical, mental, and emotional well-being).

Do we like the statement or do we want to revise?

**Preliminary Thoughts:**

- Likes self-management, physical, mental and emotional well-being; not so much the ethical awareness in the context.
- Maybe add social ethical awareness. What about empathy.
- What form of Personal Development does the committee want to see? What do we want the students to get out of their personal development?

**Homework:**

- Send Melissa Long evidence for ILO #4 before the first meeting in spring (2/1/21)
- Continue to consider ILO #5 and we will vote on whether or not to change it at our first meeting.

*Presentation to committee.*

**B. HR Staffing Plan 2021-2022 – Dr. Claudia Habib (15 minutes/1<sup>st</sup> read/Discussion)**

Dr. Habib presented her 2020-21 staffing prioritization as of 12/7/20, see list below.

Faculty Positions

**Replacement Positions – General Funds**

1. Health Careers – Psych Tech
2. Natural Science – Biology
3. Natural Science – Physical Science

**Replacement Positions – Categorical Funds**

4. Counselor, DRC

**Reallocated Faculty Positions for New Positions (*On-Hold*)**

5. Language Arts – English (On hold)

Classified Positions

**Replacement Positions - General Funds**

1. Library Technician
2. Administrative Secretary
3. Security Officer

**Replacement Positions – Categorical Funds**

4. DRC Program Technician
5. Learning Center Tech (11 mo/19 hr.) (*On-Hold*)

**New Positions – Categorical Funds**

6. Job Developer, Title V (CoF)
7. Student Life Coordinator (Student Center Fees)

**Reallocated Classified Positions**

8. College Nurse (Categorical Health Fees) - Telehealth

Management Positions

**Replacement Positions - General Funds**

1. Director of Enrollment Services
2. Dean of Instruction
3. Dean of Instruction

**Replacement Positions – Categorical Funds**

4. Program Director, CTE & Dual Enrollment (SWF)

**New Positions – Categorical Funds**

5. Program Director, Title V (CoF)

*PDF shared with committee.*

**V. Subcommittee Reports**

**A. Accreditation**

- No report, meet next week.

**B. Budget**

- Scheduling meetings with Division Chairs and budget managers to review budgets
- Entered all budget request for CARES monies so items can be purchased before closure.

**C. Strategic Planning**

- Working on Strategic Plan
- Reviewing program review: Foster Youth (12/3) and JEC (early spring).

**D. Enrollment Management**

- CARE budget figures were reviewed.
- Accessibility discussed with Frank Ramirez
- Discussed the idea of winter intersession possibilities
- New bookstore software adoption.

**E. Pathways, Success and Equity**

- Reviewed GP Scale of Adoption Self-Assessment report due in March
- Provided recommendations for the second Pirate Map Inquiry Completion Team

**F. Grant Oversight/Grant Progress Reports**

- Grants: Cal Fresh – Student Services taking lead, National Science Foundation Scholarships and STEM – due March, Women and Minority in STEM (WAMS) – due end of January.
- 1/27/21 three college district meeting – budgets topic of discussion.
- Internal form for grants will be ready in January.

**G. Facility Planning Advisory**

- Went over Safety/Security updates
- District provided measure G and J budget updates
- Projects: Restrooms (finishing up), utilities, kitchen, cameras, FFE, HVAC (Science/Math Building), Gym floor, Stadium (start summer 2021), ADA doors, and Allied Health (break ground August 2021).
- In escrow for land south of campus were new softball/baseball fields and tennis courts will go.
- Campus space planning: CDC portable reutilization (upgrading space), AC121 reconfiguration, FA dark room (change room into classrooms?), student life (adding more outdoor seating), sustainable landscaping (Tree Fresno will donate trees).

**H. Information Technology**

- Discussed student return of laptops, technology and equipment (12/11 – 9am-12pm)
- Adobe Sign – able to correct accounts for those who had problems.
- Front and back Wi-fi projects are completed and looking at the next phase for exterior Wi-Fi
- Additional order of 50 laptops for students to check out (refurbished with warranty at half the cost).
- Redesigning the website and accessibility portion

**I. Title IX Advisory/Safety and Security**

- Reported celery stats to the Department of Education
- Working on an updated celery report – published by end of month

- 12 virtual workshops over the year, 32 SPARK presentations (safety and health concerns)

**J. Outreach**

- Presentation on workshop accessibility by Errin Sullivan-Arcos at the November 16<sup>th</sup> meeting.
- Discussed continued goal for rest of the year.
- Fall: College and Career presentations with Burton Middle School, Reg Fest for priority and open registration (month of November), Pirate in a Week with Adult School (11/16-11/17), Pirate in a Day (12/15 and 1/11 – all new and potential students), ESL Express Enrollment (1/4 and 1/12), Adult School Drive-thru (1/11 and 1/13)
- New program with Vandalia Elementary called Fast Forward to College. PC Educational Advisors will be doing presentations in the spring (January, February, and March).
- Talked about geo fencing, and radio announcements.
- Reaching out to students who were enrolled in the fall but did not enroll for spring, high school students that submitted a CC apply but did not enroll, and inactive CC apply.
- Phone Campaign starts this week. Contacting over 4,000 students.

**VI. Other Reports**

**A. President**

- COVID – a few people have been sent out on quarantine. We need to make sure we are wearing mask while on campus and maintain social distancing. Following closely the Institute of Health Metrics and Evaluation and concerned about bringing more courses and activities back to campus. Decision on Athletics participating in competition coming soon.

**B. Academic Senate**

- Election in November and the new Academic Senate President is Bob Simpkins. His term begins May 15, 2021.

**C. Outcomes**

- Canvas Outcomes page is up and running – link in chat.

**D. CCA**

- No report

**E. CSEA**

- Still in negotiations.

**F. ASPC**

- Actively recruiting for cabinet positions.
- Launched an election profile form. Goal to have a virtual election where you can see the student picture running for office.

**G. Other**

**VII. Future Agenda Items**

**VIII. Adjournment**

Meeting adjourned at 4:42 pm.