Co-Chairs: Thad Russell, Kendra Haney, Vern Butler

**MINUTES**

**Present:**

Claudia Habib, Thad Russell, Primavera Arvizu, Osvaldo Del Valle, Michelle Miller-Galaz, Vern Butler, Erin Wingfield, Kim Behrens, Jasmine Quinones, Frank Ramirez, Joe Cascio, John Word, Ricardo Marmolejo, Johana Fisher, Cameron Anderson, Michael Carley, Robert Simpkins, Karen Bishop, Vickie Dugan, Elisa Queenan, Maria Battisti, James Thompson, Elizabeth Keele, Stephanie Olmedo, Sherie Burgess, Kendra Haney, Melissa Long, Chris Ebert, Jeff Keele, Shauna Williams, John Word.

**Absent:**

ASPC Vice President, Johnathan Miranda, Tiffany Haynes, Jay Navarrette, Errin Arcos, James Thompson, Carlos Rodriguez and Elian Ramos.

**Guest:**

1. **Call to Order**

Thad Russell called the meeting to order at 3:05 pm.

1. **Adoption of Agenda**

Motion made to approve the October 3, 2022 agenda. Change agenda item Guided Pathways Student Orientation Manuel to Leading from the Middle Student Orientation Manual.

**M/S/C:** Elizabeth Keele/Robert Simpkins.

1. **Approval of Minutes**

Motion made to approve the September 19, 2022 minutes. Minutes were amended during meeting.

**M/S/C:** Melissa Long/Elizabeth Keele

1. **Action Items-First Read/Final Approval**

None

1. **Action Items-Second Read/Final Approval**
2. **Athletics Program Review 2021-2022 (Joseph Cascio)**

Joseph Cascio provided council with final updates on the Athletic Program Review for the 2021-2022 year. Highlights included the program is trending upwards with enrollments correlating with campus enrollments. Student athletes are averaging 13 units per semester. 92.3% graduation or transfer rate for last year. Athletics has added six new programs since 2018 and with limited increases on staff which include 1 classified staff member, 3 adjunct staff, 3 professional experts and 2 volunteer coaches. No increases in full-time faculty. Program strengths include academic success, external relations, and diversity, equity and inclusion. Areas for improve include academic success, increase in support staff, and increase in adjunct head coaches. Specifically asking for dedicated counselor and administrative assistant.

Goals include increase athletic participation by 3 per year over the next five years, increase cumulative GPA for department to 3.25, reach 100% graduation/transfer rate, and reach 100% goal for athletes to complete transferable English and Math in year one. Council asked to add item for safety and security needs.

**M/S/C:** Mike Carley/Thad Russell

1. **New Business-Announcement/Information/Discussion Items**
2. **ILOs (Melissa Long)**

Melissa Long provided an activity with council for an implementation plan on ILO#5 Personal Growth. Council was broken up into individual teams and asked to develop implementation plans for assessment of ILO#5 identifying the action, person(s) responsible, and completion dates. Council was asked to review ILO#1 outside of meeting and bring back any revisions to the next meeting.

1. **Room Security (Thad Russell)**

Thad Russell refreshed the council on the current work that is being focused on concerning room security. Dr. Claudia Habib added that faculty and staff need to attend or submit concerns or ideas to Crisis Management committee on how to increase overall campus security. Council was asked how the communication can be increased between administration and staff. Ideas included to improve committee membership and report back out to staff at all levels. Cameron Anderson suggested the implementation of Town Hall meetings to be held where staff at all levels can bring ideas directly to security. In addition, the possibility of developing a security request system so that all concerns can be reported to a single area so that all concerns are forwarded directly to security through a workorder.

* 1. **Schedule Posting Outside Room (Thad Russell)**

Thad Russell brought to the attention that there was suggestion to place schedules outside classroom doors so that students are not entering into classes that are still in session.

1. **BP-6200-District Wide Reserve Language (Maria Battisti)**

Maria Battisti reported to the council the language of the BP-6200 District Wide Reserve that the district budget committee has requested all colleges to review internally. College reserve base should not be lower than 15% or exceed 20%. The district wide Finance and Audit Committee recommended that colleges should increase the base to 20% and not to exceed 25% and asked for colleges to get feedback from their individual campuses. It was recommended at Porterville College to have a base of 17.5% not to exceed 22.5%. Recommendations also included that Porterville College is allowed to review the data that supports district recommendations. The district will be questioned on the negative impacts of having a high reserve. Fiscal concerns regarding upcoming recession are bringing about questions of having a higher reserve. State minimum is required to hold 5% in reserve. These questions and concerns will be taken to the district wide budget committee meeting.

1. **Leading from the Middle Student Orientation Manuel (Kendra Haney)**

Kendra Haney provided the council on the work that Frank Ramirez, Osvaldo Del Valle, and Kendra Haney have been working on from the last year from the Leading from the Middle training. Council was shown a video that was created to promote the implementation of the student orientation manual into the guided pathway processes and procedures. The manual will be used to promote more engagement between students and faculty, to increase awareness with programs and degrees, and to better the student onboarding experience.

1. **Subcommittee Reports**

No reports submitted.

1. **Other Reports**
2. **President**

No report.

1. **Guided Pathways**

Robert Simpkins updates the council that the first meeting will be held tomorrow. Student Equity Plan Workgroup and will bring back more information at the next College Council meeting.

1. **Academic Senate**

Robert Simpkins added that October 14th is the next meeting and faculty presentations for new faculty position requests will be made. Faculty request presentations will be available for anyone that is interested.

1. **Outcomes**

No Report

1. **CCA**

Jeff Keele updated council on first negotiation session and findings will go to the board for finalization.

1. **CSEA**

No Report.

1. **ASPC**

Jasmine Quinones updated the council that student representation will be present at upcoming meetings. Two new student clubs have been introduced on campus. Four students will be attending HACCU in San Diego. Approximately 100 people were in attendance at the first Hispanic heritage event last week. Future specific focus on overcoming social anxiety event is planned for early November during First Gen week.

1. **Additions**
2. **Future Agenda Items**

None.

1. **Adjournment**

Meeting adjourned at 4:42 pm.