

**College Council**  
**January 26, 2011**  
**Minutes**

**Present:** Kathy Fitzpatrick, Sandra Hatzistratis, Fermin Irigoyen, Ray Parenti-Kurtila, Leigh Anne Sippel, Regina Stanback Stroud, and Mike Williamson.  
Guest: Eloisa Briones. Recorder: Golda Gacutan

**Welcome and introductions**

Regina welcomed the group to the spring 2011 semester. Mike Williamson, Interim Vice President of Instruction was welcomed and Regina gave him a brief synopsis of the role of the group. She further explained that the College Council provides an opportunity for all of the constituents to provide their perspective and input on issues before the college and to keep the communication lines open.

**Minutes of October 27**

The minutes were approved with minor corrections (raffle changed to “opportunity for donation”).

**Revision to College Council Charter and Bylaws**

Regina reminded the group that the college included an accreditation planning agenda item related to the regular review of the college governance and decision making structures. In November, Former President Victoria Morrow proposed a revision to the College Council Charter and Bylaws to reflect the regular review. The proposal was reviewed and voted on electronically in November 2010. A motion by Fermin Irigoyen to reaffirm the approval of the changes in the charter was approved without dissent.

**Draft Vision Statement**

The District Strategic Planning committee presented the colleges with a draft vision statement and asked for feedback. Committee members recommended breaking two of the main ideas in the statement including the remaining language as a statement of values because many of the additional items were perceived to be more consistent with a value statement rather than that of a vision statement. The amended vision statement will be going back to the district council and there have been no new actions on this matter. Regina will disburse any new information to the council as it becomes available.

**Accreditation: update on the district function map**

The District Accreditation Coordinating Committee developed and adopted a Function Map for the purpose of delineating the accreditation standards functions of the colleges and district. The College Council reviewed and acknowledged the document and made no recommendations for change. The map can be found on line at the educational services SharePoint site. Regina will find out if the site is accessible to the council and forward the link to the map to group.

**Classified FTE priorities**

Eloisa Briones explained that at the October College Budget Committee (CBC) meeting, the group discussed the budget for fiscal year 2011/2012. She briefly explained the budget process

and how the group decides on expenditures for the fiscal year. Kathy Blackwood, CFO of the district, projected very early scenarios. The Measure G ballot was passed and the district is to receive \$6 million a year. The CBC recommended a tentative budget which recommends hiring six (6) faculty and four (4) FTE classified. Requests for classified positions have been submitted from the various departments on campus and Cabinet has prioritized them. The hiring priorities have been determined as follows:

- 1 FTE Assistant to the Coordinator of Student Activities
- .52 FTE Instructional Aid, PE
- 1 FTE Lab Technician for Biology/Chemistry
- 1 FTE Instructional Aid, Learning Center
- .48 FTE Library Support Specialist

The deans have been advised to complete the necessary PRF's and PAF's Regina added that part of the hiring priorities process is to let this council know the priorities. These positions will start July 1, 2011. Kathy asked if there was an Admissions and Records position. Eloisa explained that based on conversations with Joe Madrigal, there was discussion with student services managers, and the position supported by the managers is the one for Student Activities. Eloisa added that the Student Activities Office has been operating with one (1) person and needs this position. Ray asked if these positions are going to be funded through Measure G, to which the answer is no because these positions will be funded through Fund 1. Regina gave an explanation of how the budget is constantly changing, but plans are in place to prepare for the swings in the budget. Kathy Blackwood will be at the next CBC meeting on Thursday, January 27 to expand the conversation on the budget scenario for the district. Regina mentioned that the new majority rules voting for the state may help get the budget done on time. Right now, the state is proposing \$400 million in cuts to education, but Kathy Blackwood built in a deficit to the projected budget to prepare for such changes.

### **Classified Employee of the Year Award**

In 2009, the State Board started a Classified Employee Award, at which time Barbara Daley was nominated and eventually became recognized by the district board and the State board. In 2010, Pat Carter was nominated and went on to be selected by the district board.

This item will be on the district board agenda on February 23, which means that before the next College Council meeting, the process at the college has to be completed. In order to meet the February 16 deadline, it would mean that nominations be submitted to this group either by February 9 and the meeting held by February 11 or submitted by February 11 and a meeting held by February 15. Either way, there needs to be a special meeting for this group. The group chose the latter dates to give the college community time to submit nominations. Regina recommended a working lunch on February 15 from 12-1 to hold the meeting. Regina will include the nomination process in Skyline Shines. Regina will forward the packets to the group as they are received. Electronic forms of the packets will be submitted to Linda Bertellotti and then forwarded to group. If it turns out that there is only one (1) nomination, Regina will poll the group on support of the nomination.

**Other reports from constituent groups:** this is an opportunity to brief the College Council on other work or issues being addressed by the Academic Senate, the Classified Council, the Associated Students, or the Management Council.

Academic Senate:

- Fermin reported that the first meeting is on Friday, January 28, and no meeting was held in December. This Friday's meeting agenda items include: 1. Introduction of the interim vice president of instruction, Mike Williamson 2. Discussion/update on establishing the Trust Committee, which is a combination of the Senate and AFT to reexamine evaluation processes. The last time this evaluation was done was in the early 1990s. A final draft will be submitted to the board on the Trust Committee. Sandra asked about the student surveys and its influence; this is a collective bargaining issue. The district suggested that three (3) people, one (1) from each college be reassigned time to complete this project. There are some proposals to move past this stalemate. There is no definite timeline. Ray asked that students be kept in mind to give input and to keep them engaged in the communication.

Classified Council:

- Kathy reported that February 3 is the first Classified Council meeting. The Classified Executive Board will meet on February 1. The district classified retreat will be in Santa Rosa on March 24-26.
- Kathy questioned classified evaluations and how the reexamination of that process can be initiated. The group response was to talk to CSEA representatives. Whereas the senate has a role in discussions, it is unfair to negotiate labor relations with any other body other than CSEA or AFT. Any inconsistencies would also fall under the purview.

ASSC:

- The first meeting was held on January 25<sup>th</sup>. The ASSC approved fund requests for: 1. Joe Morello, Coaches v. Cancer for \$300 (the group has raised \$510 and there is a coin drive that is still in progress); 2. Alan Ceccarelli, new theater lighting for \$2763.
- Ray announced that elections will be March 21-25. Applications will be accepted through March 14<sup>th</sup>. The elections will be held earlier because the student trustee position needs to be filled by the end of March, so it was decided to run both elections simultaneously.
- The ASSC also discussed activities, which will be firmed up by the next meeting. He also mentioned that the college community may be able to participate in Hands across California.
- Ray shared that a job fair will be here in San Francisco, sponsored by the California Community College Association, who conducts job searches for people who want to work in community colleges. He is researching and confirming dates/times/website to sign-up for the event and will report to Regina so that she can disburse the information to the campus.

Management Council:

- Regina gave a quick summary of the first meeting, at which the discussion centered on the management retreat. She mentioned that in the past, it has been held here at the college to save on expenses, however, this year, the group is considering holding it at Coyote Point.

**Other**

Regina reminded the group about submitting entries for Skyline Shines. She asked that people send her a blurb with follow-up information, along with pictures. She reiterated that the campus community should submit information they want to be shared with the Skyline community.

**Next meeting**

February 23, 2011