

MEETING SUMMARY

April 24, 2002

PRESENT: Connie Beringer, Bernie Blackman, Carla Campillo, Kellie Chu, Stanlee Garriott, Luzmaria Maldonado, Fran White, Rosemary Ybarra-Garcia, Kathy Zbikowski-Taylor

ABSENT: Regina Stanback-Stroud

RECORDER: Betty Schlaepfer

1. Agenda Building
2. Instructional Materials Fee Proposal - J. Albanese
3. Strategic Planning Task Force - B. Blackman
4. 2002-03 Work Plan - B. Blackman
5. Facilities Update - F. White
6. 15-Week Calendar Update - F. White
7. Reporting - B. Blackman
8. Budget Update - F. White
9. DSGC Report - C. Beringer, K. Zbikowski-Taylor, K. Chu
10. Academic Senate Report - C. Beringer
11. Classified Council Report - K. Zbikowski-Taylor
12. ASSC Report - K. Chu
13. Next Agenda

MEETING SUMMARY

AGENDA BUILDING

← No changes were made to the agenda.

INSTRUCTIONAL MATERIALS FEE PROPOSAL

← Associate Chancellor Jim Albanese discussed the Student Fees Proposal he has prepared in response to a request by the Chancellor to review the District's fee collection process and look at ways to increase revenue. He stressed the fact that all three colleges and the Board would have to buy into a fee increase.

← Our Accounting Department informed Jim that our District has \$3,000,000 in receivables, \$2,000,000 of which is in student fees. The District's unrestricted general fund has to provide support for student activities, parking, and instructional materials and supplies that could be funded by fees. Jim's proposal contends that proper implementation and administration of enrollment, health, associated students, and parking fees would benefit the unrestricted general fund by \$500,000 to \$600,000 in discretionary funds. In fairness to all students, Jim advocates collecting fees at the time of service and enforcing parking permit rules. Some provision (such as short-term loan arrangements) would need to be made to assist students facing financial aid delay.

Students with financial need currently have the enrollment, health, associated students, and all but the first \$20 of the parking fee waived.

← Jim's proposal recommends raising the student activity fee from \$5 to \$8 (including a \$1 representation fee) and calling it a College Services Fee. The proposal also suggests raising the parking fee from \$30 to \$40. Materials fees would vary by class. In an audit we would have to show that every nickel in an instructional materials fee was used for materials. At the time of enrollment students should be informed of all fees in the catalog. Enforcement will have to be consistent. The proposal's target date for implementation of these changes is the Spring 2003 semester.

← Council members will discuss the proposal with their constituent groups and share feedback at the next Council meeting. Jim expressed his willingness to talk with other campus groups about the proposal.

STRATEGIC PLANNING TASK FORCE

← Bernie Blackman reported that the last Strategic Planning Task Force meeting of the year would take place on May 15 and would include a discussion on educational policies and regulations and an overview of everything discussed by the Task Force so far this year.

← Copies of the finalized 2002-03 Work Plan were distributed.

REPORTING

← Bernie Blackman reported that we've been successful in setting up new reporting systems. He distributed samples of recent materials that the Research Office has prepared: Enrollment and Student Demographics, Degrees and Certificates, Student Access and Success Indicators.

FACILITIES UPDATE

← President White reported that space planning and programming meetings are still in progress. We are scheduled to take ownership of Pacific Heights on June 30.

15-WEEK CALENDAR UPDATE

← President White reported that Chancellor Galatolo had held a Listening Forum on the Alternative Calendar at Skyline on April 16. He is scheduling a debriefing meeting to evaluate the comments collected from all 3 colleges at the listening forums.

BUDGET UPDATE

← President White reported that the Planning/Budget Committee has completed its work for the school year and that she would be making her final recommendations to the committee at the next meeting. The budget allocations to the colleges are coming in at

status quo. The Planning/Budget Committee's budget recommendations were for a status quo budget plus \$100,000 in new spending which President White will have to find money for. She is worried about next year's budget which will be affected by many dynamics including the state budget deficit, gubernatorial election politics, and the outcome of our District's contract negotiations.

← Since she has encouraged the deans and their divisions to include developmental as well as operational goals in the Work Plan, President White is looking for monies (such as the President's Innovation Fund) to support new ideas and programs. She agreed to extend the deadline for President's Innovation Fund proposals to May 10. She also announced that she was accepting applications for her fall Institutional Leaders Seminar.

DSGC REPORT

← Carla Campillo reported that a new District hiring committee was being formed to work with FASDAC to review hiring procedures. There has been talk of re-establishing a Trust Committee to deal with this issue and tenure review.

ACADEMIC SENATE REPORT

← Connie Beringer reported that a special Senate meeting was recently held to discuss the degree audit issue. A Degree Audit Committee with no faculty members on it has made decisions impacting our students negatively. The Senate recommended that this committee put its activities on hold until there is adequate faculty representation, and Connie has written a letter to the committee expressing the Senate's position.

CLASSIFIED COUNCIL REPORT

← Kathy Zbikowski-Taylor reported that the Classified Council Retreat held in April at the Flamingo Hotel in Santa Rosa was very successful and that Carla Campillo did a great job as the keynote speaker.

ASSC REPORT

← Luzmaria Maldonado reported that the ASSC election and Spring Fling activities had taken place last week. She noted that Homeless Awareness Week activities were on this week's schedule. Several ASSC officers recently attended a leadership conference in Los Angeles.

MISCELLANEOUS

← President White announced that Dr. Christine Case and the Expanding Your Horizons Conference would receive a J. Russell Kent Award for 2002 at a May 13 awards banquet.

FUTURE AGENDA ITEMS

College Services Fees Discussion

To College Council