

MEETING SUMMARY

December 21, 2001

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

RECORDER: Betty Schlaepfer

AGENDA

1. Agenda Building
2. Facilities Update--F. White
3. College Governance Flow Chart--B. Blackman
4. Work Plan Rough Draft--B. Blackman
5. DSGC Report--C. Beringer, K. Zbikowski-Taylor, K. Chu
6. Academic Senate Report--C. Beringer
7. Classified Council Report--K. Zbikowski-Taylor
8. ASSC Report--K. Chu
9. Next Agenda

MEETING SUMMARY

FACILITIES UPDATE

- President White reported that JosÈ Nunez, Linda da Silva and Paula Bray had met with Cabinet that morning to lay out timelines and month by month schedules of facilities projects to be completed at Skyline through the year 2010. The Student Union is at the top of the list. The seismic upgrade and retrofit of Buildings 7 and 8 will begin in the Fall of 2002 and run for a year. Pacific Heights will serve as swing space during that time, and we plan to move into Pacific Heights in January 2003.
- College Council members will receive copies of the construction schedule. JosÈ Nunez will host town hall meetings on the Skyline campus to walk the college through the schedule of capital projects. Faculty and staff in affected areas will be involved in planning meetings. Site managers will work with the Vice Presidents and the faculty regarding moves. Connie Beringer complimented the

individuals involved in the swing space planning for making the plans available in division offices and providing opportunities for input. President White expressed her excitement at the opportunity we now have to create a great legacy for the future of the college.

COLLEGE GOVERNANCE FLOW CHART

- President White reported that we will keep this item on the agenda for the entire academic year and that Bernie Blackman will be responsible for putting together a Governance Binder for the college.

WORK PLAN ROUGH DRAFT

- Bernie Blackman reported that the Managers are still working on the draft of the Work Plan for 2002-03. He stated that a long discussion took place the day before at the Managers meeting to clarify confusion about the new planning process since the Managers are currently working in three planning cycles , previous year, current year and next year. Bernie distributed copies to Council members of the following handouts which he gave to Managers to assist them in their work on the Work Plan for 2002-03 and budget sheets: Guidelines for Completing Annual Work Plan, a sample Work Plan worksheet for the Language Arts Division, a blank Work Plan worksheet, and a sample Planning & Budgeting Planning Worksheet for the Planning/Budget Committee.
- President White stated that most community colleges have a disconnect between the Planning/Budget Committee and strategic planning and that our new system will remedy that situation at Skyline.
- Regina Stanback-Stroud reported that the Full-time Equivalent Faculty Allocation Committee (FTEFAC) had worked on a process for the allocation of FTE faculty and had developed a form to be used when requesting faculty hires. Twelve faculty hire requests from the deans were received and will be prioritized by the committee. Recommendations will be made to the Academic Senate for endorsement and the College President for approval. The FTEFAC will review and evaluate the process in two years.
- President White noted that many decisions regarding hiring replacements will depend on Governor Davis' budget, but that we need to have an allocation process in place in case money for hiring is available.
- In response to a request from Kathy Zbikowski-Taylor, President White said she would make copies of the Hiring Priorities List for faculty and staff available at the next Council meeting.

HATE FREE ZONE POSTER

- College Council okayed the "Hate Free Zone" Poster which has been posted in various campus locations.

DSGC REPORT

← Carla Campillo reported that FASDAC presented a proposal at the last DSGC meeting for release time for a faculty position for Museum of Tolerance (MOT) training. She also reported that the County Counsel is reviewing our hiring practices in light of Prop 209 and that our District will need to look at diversity issues. She stated that a FASDAC newsletter will be published in the Spring. Four faculty have been selected for Spring MOT training on March 18 & 19 and April 22 & 23: Jennifer Merrill, Ray Hernandez, Phyllis Taylor, and Bess Chandler. A District MOT alumni meeting will be held on February 11. Regarding an accessible use policy, Chancellor Galatolo stated at the DSGC meeting that there will be no District monitoring of E-mails. The Chancellor is concerned about the 2002-03 budget and the state's possible \$12.4 billion deficit. He would like to form a District Budget and Finance Committee to put together budget assumptions. The Chancellor will not make a quick decision on the compressed academic calendar and he wants to obtain input from students and classified staff, as well as faculty, on this issue.

ACADEMIC SENATE REPORT

- Connie Beringer reported that official Senate minutes will soon be placed on the website. Senate appointments have been made to the two Vice Chancellor search committees. The Professional Personnel Committee was able to fund all but 3 grant proposals. Connie reported that flex coordination is still a problem as there is no word yet from the District on funding a flex coordinator position. Therefore, no planning is going on as yet for May or Fall flex days.

CLASSIFIED COUNCIL REPORT

- Kathy Zbikowski-Taylor reported that the upcoming Classified Staff Retreat was discussed at the last Classified Council meeting. In addition, reports were given on the initial Strategic Planning meeting and the Campus Beautification Committee, which plans to make the Gallery Theater entrance its first project. Kathy announced the retirement of two long-time classified employees: Sandy Garcia and Judy Duerre.

ASSC REPORT

- Kellie Chu reported that the Coffee House for evening students was a great success and that evening students appreciated the attention. The ASSC participated in a toy drive at Christmas time and will organize a canned food drive in the spring in connection with Homeless Awareness Week. A program similar to "Welcome Week" which will include a pancake breakfast is being planned for the

Spring semester. Special events for African-American Awareness Week are also being organized.

NEXT AGENDA

FACILITIES UPDATE

HIRING PRIORITIES LIST

COLLEGE GOVERNANCE FLOW CHART

WORK PLAN DRAFT

To [College Council](#)