

COLLEGE COUNCIL
MEETING SUMMARY
MARCH 24, 2004

PRESENT: Bernie Blackman, Tanya Johnson, Nick Kapp, Peter Monrroy, Phyllis Porcar, Jeff Westfall, Fran White

ABSENT: Pablo Gonzalez, Regina Stanback-Stroud, Rosemary Ybarra-Garcia

RECORDER: Betty Schlaepfer

AGENDA

1. Agenda Building
2. Accreditation Update-F. White
3. Budget Update-F. White
4. Facilities Update-F. White
5. Institutional Planning-B. Blackman
6. Reporting-B. Blackman
7. Smoking Policy-R. Ybarra-Garcia
8. 35th Anniversary of Skyline-F. White
9. Student Policy on Participation in College Governance-T. Johnson
10. DSGC Report-B. Blackman, N. Kapp, P. Porcar, T. Johnson
11. Academic Senate Report-N. Kapp
12. Classified Council Report-P. Porcar
13. ASSC Report-T. Johnson
14. Next Agenda

MEETING SUMMARY

AGENDA BUILDING

- o The Smoking Policy agenda item was held over to the next meeting.

MISCELLANEOUS

- o President White spoke to the Council about her tenure here at Skyline and her new position at the College of Marin. She noted that improvements have been made in institutional planning, shared governance and campus climate in the last few years. The college has a strong infrastructure and is ready to move forward. She is looking forward to the chance to disseminate \$50,000 in President's Innovation Fund (PIF) grant money before she leaves.
- o She thanked College Council members for their help, support and cooperation through the years.

ACCREDITATION UPDATE

- o President White reported that we were all set for the mid-term accreditation site visit scheduled for Monday, April 29.

BUDGET UPDATE

- o President White reported that Jim Keller and Kathy Blackwood had attended the last College Budget Committee to update the committee on the district budget picture. The district is planning a contingency budget with \$2 million in cuts. Skyline's portion of the deficit would be approximately \$600,000. She noted that any cuts made could be permanent. If temporary cuts are made, the shortfall could be larger next year and the district could be looking at layoffs. Salary negotiations and the Governor's May Revise may have an impact on the budget situation.
- o Budget presentations will be made to the College Budget Committee and, after deliberations, that committee will make recommendations to the President. Individuals other than administrators will be given the opportunity to make presentations to the CBC this year.

REPORTING

- o Bernie Blackman reported that the new system instituted by ITS in January which substituted new student ID numbers for social security numbers caused problems for the Office of Planning & Research. A new tracking system called SARS Trak was installed which successfully tracks student usage of The Learning Center, the CALT and the Accounting Lab. Plans are being made to expand this system to other college locations so that people in other areas will be able to do their own reporting.
- o Bernie also reported that thanks to changes made to Banner databases in January, his dream of having a data warehouse may come true. He noted that the District Research Council has been working on standardization of reports and new reporting software in addition to the data warehouse. He told Council members that he will be working on updating the research side of the Planning and Research website over the summer. The templates for the year-end reports were just sent out to all Managers.

INSTITUTIONAL PLANNING

- o Bernie summarized the accomplishments of the IPC and presented the Governance Manual, proposed Institutional Planning Model, and proposed Governance Model to Council members for endorsement. Council members will take the documents to their constituent groups for input and feedback. Corrections or suggestions may be sent to Bernie. Endorsement of these items will be placed on the next College Council agenda.

35th ANNIVERSARY OF SKYLINE

- o President White announced that a committee with representatives from all constituent groups needs to be appointed to start planning an event to commemorate the 35th anniversary of Skyline College. She will soon be asking for names so that a meeting can be held prior to the end of the year.

DSGC REPORT

- o The Student Policy on Participation in Student Governance was discussed at the last DSGC meeting. Other agenda items included the budget situation, student membership on the FLEX committee, and student tuition assistance plan.

ACADEMIC SENATE REPORT

- o Nick Kapp reported that the Senate has been planning end of year activities and discussing budget problems and degree audit recommendations. He stated that William Watson made an impressive presentation on workforce development at the last Senate meeting.

CLASSIFIED COUNCIL REPORT

- o Phyllis Porcar announced that the Classified Council's one-day retreat with the theme of "Communications in the Workplace" would take place on March 26 at the Best Western Lighthouse Hotel in Pacifica. She also reported that a potluck luncheon was scheduled for April 1.

ASSC REPORT

- o Tanya Johnson reported that 4 buses were ordered for the March 15 March in Sacramento but that only half the people who signed up showed up. Skyline students were able to speak to Gene Mullin, however, who offered them internships. Tanya noted that the ASSC funded the exciting Fua Dia Congo dance concert which took place earlier in the day. Peter Monrroy announced that Spring Fling activities were being planned for the week of April 5 to 9 and ASSC elections were scheduled for the week of April 26 to 30.

MISCELLANEOUS

- o President White distributed copies of a letter written by George Boggs to the producer of the *Tonight Show with Jay Leno* protesting Mr. Leno's recent monologue which poked fun at California's community college students. She urged CALSACC to also send a letter to the show's producer.
- o President White reported that a Xerox docutech trial test would take place in April. The process we will try is a high speed, internet connected (and hopefully cost and time saving) way to reproduce printed materials. Surveys will be conducted to see how well the process works for us, and Eloisa Briones and Kathy Zbikowski-Taylor will do a cost analysis. We'll need to make a decision in May on whether to go forward with the product.

NEXT AGENDA

Accreditation Update
Facilities Update
Budget Update
Institutional Planning

Reporting
Smoking Policy
Student Policy on Participation in College Governance
35th Anniversary of Skyline
DSGC Report
Academic Senate Report
Classified Council Report
ASSC Report