

MEETING MINUTES
September 24, 2003

PRESENT: Bernie Blackman, Pablo Gonzalez, Tanya Johnson, Nick Kapp, Peter Monrroy, Phyllis Porcar, Regina Stanback-Stroud, Jeff Westfall, Fran White

ABSENT: Rosemary Ybarra-Garcia

RECORDER: Betty Schlaepfer

AGENDA

1. Agenda Building
2. Facilities Update--F. White
3. Budget Update--F. White
4. Institutional Planning--B. Blackman
5. Reporting--B. Blackman
6. Membership and Operating Procedures of College Budget Committee--F. White
7. DSGC Report--B. Blackman, N. Kapp, P. Porcar, T. Johnson
8. Academic Senate Report--N. Kapp
9. Classified Council Report--P. Porcar
10. ASSC Report--T. Johnson
11. Next Agenda

MEETING SUMMARY

AGENDA BUILDING

- o No changes.

FACILITIES UPDATE

- o President White reported that a campus forum on facilities and bond projects would take place on October 21 from 1:00 to 3:00 in Room 2306. This will be an opportunity for faculty, staff and students to ask questions of the architects and facilities staff. ÝÝ
- o Dr. White distributed copies of the master construction schedule prepared by Swinerton Management and Consulting and encouraged Council members to share this information with their constituent groups.Ý ÝÝ

BUDGET UPDATE

- President White noted that there is no news on the budget front. Since the Chancellor is recuperating from back surgery, several district meetings have been canceled. A District Committee on Budget and Finance has been formed, but a District strategy for dealing with budget issues has not yet been formulated.

REPORTING

- Bernie Blackman distributed copies of the final 2003-04 Skyline College Work Plan.
- President White noted that there is talk of centralizing reporting in the District and having all 3 college researchers report to Frank Vaskelis and ITS. Since the researchers at the 3 campuses have different responsibilities and were hired for different purposes, she has concerns about the schools losing some of the services their researchers are currently providing if this change takes place.
- Dr. White stated that Bernie Blackman has an open position for an assistant that hasn't been approved yet. He is the only administrator in the district who does not have an assistant.

INSTITUTIONAL PLANNING

- Bernie Blackman distributed a handout on the Institutional Planning Council (IPC) specifying the charge of the committee, meeting schedule and number of members to be appointed from each constituent group. The IPC is now considered official, and appointments to the committee can be made.

MEMBERSHIP AND OPERATING PROCEDURES OF COLLEGE BUDGET COMMITTEE

- President White distributed copies of proposed bylaws for the new College Budget Committee. Council members will take the bylaws to their constituent groups for review and will be asked to approve them at the next Council meeting.

DSGC REPORT

- Shared governance, consensus and delineation of authority were some of the topics discussed at the September 15 DSGC meeting.

ACADEMIC SENATE REPORT

- Nick Kapp reported that a test proctoring policy for DSPS was approved at the first Senate meeting on September 12. Committee memberships and meeting dates were discussed. President White updated the Governing Council on the budget situation, and Bernie Blackman made a presentation on enrollment numbers.

CLASSIFIED COUNCIL REPORT

- Phyllis Porcar reported that Classified Council members discussed ways to use the money raised last year and are looking at the possibility of having a one day retreat in the spring. The first fundraising activity of the fall semester will be a Bake Sale on October 8.

ASSC REPORT

- Tanya Johnson reported that ASSC members will be going to 2 conferences in the near future and that ASSC hopes to purchase a new ID machine. A subcommittee is working on Hispanic

Heritage Week (the week of October 6) which will feature movies from different cultures. Halloween activities are also being planned.

MISCELLANEOUS

- President White stated that Skyline and Canada have been trying to change the District's policy of dropping students for not paying their fees. CSM is the only school in the Bay 10 that favors this policy. Council members encouraged students to speak out on this issue.
- Nick Kapp suggested planning some fun activities like an ice cream social or flag football game to improve morale. Council members responded positively and will pursue these ideas.

NEXT AGENDA

- Facilities Update
- Budget Update
- Institutional Planning
- Reporting
- Approval of Charter and Bylaws for College Budget Committee
- Review of Drop Policy
- Degree Audit
- Ice Cream Social
- DSGC Report
- Academic Senate Report
- Classified Council Report
- ASSC Report

To [College Council](#)