

College Council
June 18, 2009



Present: Greg Chamberlain, Tom Moran (Gerhold alt.), Primavera Arvizu, Tom Greenwood, Kirk Russell (Agenjo alt.) Candice Sifuentes, Bonnie Suderman, Nan Gomez-Heitzeberg, Janet Thomas, LaMont Schiers, Sue Vaughn, Jan Stuebbe (Damron alt.), Natalie Bursztyn (McNellis Alt.), Joe Saldivar (Strobel alt.), Jennifer Marden, Kathy Hairfield, Pam Boyles, Mildred Lovato, Debbie Spohn (recorder)

1.	<p>Welcome - Agenda Review</p> <p>Special Note - In front of the library are two new benches and a plaque honoring the donation of Marge Lindsey, naming this area the Lindsey Grove.</p> <p>No additions to the agenda were noted.</p>
2.	<p>Review Previous Minutes - 5/21/09</p> <p>In the discussion on Opening Day, an additional event was suggested to accommodate those areas whose offices must be open for students.</p>
3.	<p>College Goals</p> <p>Everyone should have received the final revised document from Mike McNellis reflecting the college goals for 2009-10.</p> <p>↳ Action Item: All members are to distribute the final version of the college goals to their constituent groups.</p> <p>You may also distribute the memos regarding budget developments that have been forwarded from the President's Office.</p>
4.	<p>Action 2012 - Update</p> <p>The Action 2012 Steering Committee (CSI) met with the consultants for the final time this week to decide on action plans for the future. Members include Dr. Chamberlain, Mildred Lovato, Nan Gomez-Heitzeberg, John Gerhold, Rachel Vickery, Diana ???, Ann Morgan, Marco Sifuentes, Dan O'Connor, and a representative from SGA. The steering committee reviewed the recommendations from the initiative teams, and developed a recommendation to the President. The president will now take this document and respond with the course of action that will be taken based on the recommendations.</p> <p>It has been suggested that the current CSI (with some additions) remain in place and continue to direct the initiative teams' work to make sure the work continues. Suggested additions to CSI would be LaMont Schiers, Amber Chiang,</p>

	<p>an additional faculty member (to be appointed by the Senate), and an additional classified staff member. All action must remain focused on the established goals; you will see the goals copies on every agenda from this time forward for reinforcement. It was suggested that the additions be expanded to include 2 additional classified for greater representation. Whether or not the initiative teams remain in tact will be a determination of CSI as they direct what action should be taken.</p> <p>Updates were provided throughout this past year from CSI to College Council; this should continue. Any recommendations will ultimately come back to College Council. CSI was initially formed on a recommendation from College Council to provide a steering committee.</p> <p>Consensus was that CSI would continue with the additional members suggested, including two classified members per today’s suggestion.</p>
<p>5.</p>	<p>Construction</p> <p>The start date for trenching from the storage tank to the Humanities building hasn’t been established, but it is anticipated to be within the next several weeks. The Levan Center construction continues to progress. Baseball/Softball landscaping has begun. A sign for the Dean & Adah Gay Baseball/Softball Complex will be going up soon.</p> <p>One of the recommendations from the 2012 team was to keep College Council informed on “green” initiatives. We are working with a vendor regarding the possibility of a solar PV field in the southwest parking area. It should be noted that these projects can only be accomplished through rebates and incentives from the vendors.</p> <p>The lighting retrofit is also underway. A lighting survey was completed campus-wide by PG&E. They will be generating a schedule for retrofitting, with a focus on academic areas first. Meters will be installed on each building so that usage can be tracked.</p> <p>Nan reported that through two grants (STEM & Basic Skills), the Learning Center will be receiving new furniture and carpeting.</p> <p>Please share with members of the community that these projects are being completed without the use of general fund money.</p>
<p>6.</p>	<p>Budget</p> <p>Greg forwarded three different reports on the current budget situation from various analysts. The McCallum Group is a lobbying firm; Eric Skinner is the Vice Chancellor for Fiscal Services for the State Chancellor’s Office; Scott Lay is</p>

the CEO of the Community College League.

Greg explained the conception of workload reduction that is a concept being discussed with regard to funding. This is a similar funding model used by the Cal State and UC systems. This will lower the cap on the number of students we must serve. The number of sections offered must be reduced for 2009-10 so that we do not exceed cap.

Cuts for the fall must be considered in a different way. Reductions should be based on core curriculum, transfer courses that apply to majors, CTE, and basic skills.

John Gerhold e-mailed the following suggestions prior to the meeting:

- 1. Reduce or eliminate advertising that is intended to increase enrollment.**
- 2. Engage in discussion re: reductions at the district office.**
- 3. Retirement incentives.**
- 4. Efforts to rent facilities to develop revenue streams.**

It was noted that, from a public relations standpoint, it might be considered inappropriate or at the very least - bad timing - on the part of chancellor to receive a raise and multiple incentives during a time of budget cuts.

Retirement incentives have been proposed in the past, and haven't met with approval. Greg explained that the end result of huge savings has not been realized, and the college loses the most senior and experienced staff when they are most needed. But an incentive proposal is going to be prepared for the board's perusal as an option. The danger is that when there is a hiring freeze, it becomes more difficult to guarantee that the retirees will be replaced.

Regarding the rental of facilities, we have to insure that any cost to the college is recovered in the rental costs, particularly in the area of staff services provided.

Other suggestions include:

- 1. Increasing the per day parking fees to \$1 (CSUB currently charges \$2).**
- 2. Ticket on weekends. We haven't ticketed on weekends because of the number of special events that the college hosts.**

A question was raised on open enrollment classes that didn't have an upper limit which were causing problems. This issue will be addressed at the training session set for FCDC next week. Additionally, safety standards regarding maximum occupancy of classrooms must also be observed.

There was also discussion on the timing of the submission of sections being eliminated. In an effort to limit the number of students that enroll in classes

	<p>that are being taken off the schedule, the deadline was set prior to this meeting at the President's request. If the financial picture changes before the fall semester begins, classes can be added back into the schedule. An increase in the per unit charge seems likely for fall; proposals range from \$26-60 per unit. Discussions continue in CTE courses, determining if there are ways to increase efficiency such as combining required courses. There are also some areas in which students can be charged usage fees. Discussion should occur between the departments, deans, and vice presidents on which materials fees may be assessed.</p> <p>Please continue to submit any ideas for ways to cut the budget, generate revenue, or limit the incurring of on-going expenses to the President's Office.</p>
7.	<p>Accreditation</p> <p>A draft of the Accreditation Mid-term report is expected to be ready for review next week. This draft still has some gaps where information is needed.</p> <p>↪ <i>Action item: Please review and provide feedback. Also circulate to your constituent groups, requesting feedback.</i></p>
8.	<p>Mission Statement Review Process</p> <p>Prior to the annual review of college goals, the mission statement should be reviewed first and goals developed to support the mission statement.</p> <p>↪ <i>Action item: The mission statement will be added with the goals on the agenda of College Council each meeting.</i></p> <p>↪ <i>Action item: The President's Office will work with Public Relations to make sure the current mission statement is posted in the frames around campus.</i></p>
9.	<p>Evaluation of College Council</p> <p>A statement regarding the evaluation of College Council is needed for the accreditation document.</p> <p>↪ <i>Action item: The evaluation instrument will be finalized this fall, and the new structure of College Council will be evaluated in the spring of 2010, which will allow the new structure to be in place for one full year.</i></p> <p>This evaluation will be both internal and external.</p>

10. Things we need to know...

↪ **Action item:** *The President's Office will schedule the next meeting of the decision making task force.*

Due to continuing problems with computer viruses, Jim McGee from Information Technology services sent an urgent bc-all message regarding the removal of administrative rights to software. Initial removal process will start on Monday, June 22.

A student who participated in the "Green Initiative" team's solar proposal applied for and was accepted as one of 40 students who will participate in a state-wide caucus this summer. Natalie was encouraged to get this information to Amber to have this included in the next edition of *The Source* and the next President's report to the Board of Trustees.

The Radiologic Technology graduates had a 100% pass rate for the state exams.

Next Scheduled Meeting

July 16, 2009 - please note that this meeting will be rescheduled to the afternoon.