CALL TO ORDER
Ms. Moore called College Council to session at 2:02pm.

ATTENDEES
Present: Mary-Rita Moore, Andrea Blaylock, Baylee Cabrera, Maria Correa, Humberto Espino, Michael Flaherty, Kay Frey, Bill Justiz, Kevin Kennedy, Tom Olson, Pamela Perry, Donna Stadermann, Sam Tolia.

Absent: Chuck Bohleke, Pat Zinga.

Others Present: Garry Abezetian, Marilyn Craig, Paul Jensen, Kevin Li, Quincy Martin, Raquel Monge, Kurian Tharakunnel, Shelley Tiwari, Amanda Turner, Brenda Jones Watkins.

APPROVAL OF MINUTES
Mr. Kennedy made a motion to approve the minutes of the March 21, 2016 meeting, seconded by Ms. Cabrera. The minutes were approved unanimously by voice vote.

HOT TOPICS
Ms. Moore reported, regarding the state budget impasse, that the Governor has signed the legislation that went in front of him, so we have the beginnings of money flowing, about 27 percent, for base operating and course reimbursement. This does not include Adult Ed, CTE, and MAP. For MAP, only a portion of the funding is coming forward, with $16.1 million for community colleges and no clarification of how that will be disbursed. Ms. Moore commented that this is at least a step in the positive direction. Dr. Flaherty added his impression that this is a stop-gap measure, but anything is welcome. It was confirmed that the college is still in the midst of a financial situation.

Dr. Flaherty stated that fallout from the budget situation is the overwhelming concern on campus. President Moore assured Council that a great deal of time, energy, and focus is going into trying to answer all the questions and communicate to the campus.

OPERATIONAL ASSEMBLY
Ms. Tiwari reported on the following issues discussed at the Operational Assembly. SEM is focusing on short-term enrollment strategies, with the Register Here! Register Now! campaign starting today, and is also discussing long-term strategies, the survey sent to employees and students, and ideas for improving engagement. Action Champions provided updates to the Operational Assembly, and an Alumni survey has been sent to graduates one-year and three-years out to gather information on employment and transfer. The Diversity Committee is still lacking a Chair and is seeking clarity. Under New Business, the Operational Assembly discussed the questionnaire on assessment and it has been sent out again with encouragement to complete it, and the Student Satisfaction Survey has gone out. Dr. Flaherty suggested that it may be helpful for the Diversity Committee to review and re-write their mission statement to inspire someone to leadership.

ACADEMIC SENATE
Dr. Flaherty informed Council that the Curriculum Committee is working on developing pathways to provide more guidance for students to accomplish their academic goals. This involves departments
listing electives in majors only if they are necessary and explainable. Work will continue so that this can be brought forward in May. The Academic & Scholastic Standards Committee continues their search of a final exam schedule that works for everyone, which they hope to present in May. The Professional Development Committee is planning the workshop for fall with sessions to include retaining students from at-risk populations and TK-20 assessment. Nominations were received for Academic Senate President, and Dr. Flaherty was the only nominee.

OLD BUSINESS

ASSESSMENT OF BUSINESS PRACTICES AND POLICIES
Mr. Kennedy informed Council that progress continues to be made with system administrator training now finished. Templates are being developed for the Budget Transfer, Expense Reimbursement, and Grant Budget Creation forms along with the Travel Request and Claim for Reimbursement. Some tests will be run with the new forms soon, utilizing the committee and volunteers from Administration. Ms. Moore clarified that this is an automation of our current paper-based forms.

SHARED GOVERNANCE COMMITTEE ASSESSMENT
Ms. Perry reported that there were not a lot of responses so the deadline was extended for a week with reminders sent. She speculated that people are busy and may feel that their feedback won't be used to make changes; something that Council should reflect on and bring to the College Council Retreat. Dr. Flaherty noted that two major changes were made: changing Operational Assembly so it’s not like Academic Senate, and cutting back on meeting times.

COLLEGE COUNCIL ANNUAL SURVEY
Ms. Perry informed Council that 295 responses were received, which is an increase, and highlighted that there was a slight dip in the percentage of people who have seen the Shared Governance Model, and of those who had seen it, it was evenly split as to where they had seen it: department meetings, workshop, or website. She emphasized the importance of sharing information in multiple places. Ms. Perry also highlighted that more people know that the next HLC Visit is in March of 2018. Major feedback regarding the Strategic Plan was that communications could drill down more without over-complicating. The Research Office will provide a full report with comparison which will be brought to the June meeting and can be used to set goals at the July Retreat.

NEW BUSINESS

FY 17 BUDGET
AVP of Finance & Business Services Garry Abezetian informed Council of the following details regarding the FY 17 Budget. A $6.274 million reserve is expected on June 30. The budget process for FY 17 will stay the same, but there will be some givebacks and encumbrances depending on how the state budget impasse progresses. Plans are to delay or reduce $6 million of bond work, with the A building entrance and A building exterior off the project list for now. Other details still have to be worked out. In addition, non-essential spending delays and salary delays are anticipated. President Moore advised Council that with the uncertainty this year and going forward, specific line items are being looked at, at the executive level to ensure that expenses are in line. She assured that this will not be done in isolation; there will be communication with the cost center managers. Increased enrollment was discussed as a factor that can help tremendously, and Ms. Moore commented that very specific
short term goals have been outlined so that focus is where it needs to be. Dr. Flaherty encouraged that drastic changes in cutting classes not be made so as not to discourage students.

ICCB RECOGNITION VISIT
Ms. Perry informed Council that the ICCB Recognition Visit will be performed as a desk review; with ICCB staff probably not coming to campus. ICCB has given the college 90 days to complete a self-audit against thirty standards and then write a self-study of the audit and what the college needs to do to come into compliance. Sixteen of the standards are in academics, with others in institutional effectiveness, student affairs, etc. A draft will be submitted to the executive team with submission to the ICCB in June. Ms. Moore added that this information is being presented so the college community knows what’s occurring; the assignments for this audit are through the administrative level, so faculty need not be concerned if they have not heard anything yet.

STRATEGIC PLAN UPDATE
Ms. Perry noted that the changes to the plan as sent to Council on Friday are mostly minor changes to make sure the document is not stale. The most major change is in Strategic Direction 1; the goal is the same but the language is less convoluted. College Council approved these changes by consensus and Ms. Perry was instructed to move forward.

HLC STANDARD PATHWAY VISIT
Ms. Perry gave a presentation about the HLC Standard Pathway Visit with a focus on the college's history with HLC and highlighting how the standard pathway process is different from the old process. The new process is an assurance argument to prove the college meets criteria and must be persuasive, concise, and evidence-based. It must by 35,000 words or less for all five standards and three monitoring reports. The visit that used to be 3 whole days will become 1.5 days, with no input from the college on the schedule, and possibly one open session. Ms. Perry discussed accreditation history and the challenge of staying focused during the visit. She noted that if something is going to be discussed at the visit, it needs to be put into the assurance argument. Ms. Perry plans to bring an outline for criteria/monitoring reports forward to Council this summer and in the fall gather input from committees, departments, and other areas on the assurance argument for criteria. She asked Council’s advice on how to proceed in sharing the presentation with others. Dr. Flaherty commented that it makes sense to speak with people who will be met with, but there needs to be an organized way of bringing things forward. A broad sharing of the changes associated with the visit now was suggested, and then more specifics brought later, closer to the visit. Council members agreed that it’s important to understand HLC’s purpose. Ms. Moore asked Council to provide any ideas for bringing this information to the college community to herself and Ms. Perry.

MEETINGS
The next College Council meeting is scheduled for April 25, 2016 at 2:00 p.m. in B204/210.

President Moore asked Council members to check their calendars for a College Council Retreat on either July 11 or 18, and send their availability to Susan. The Retreat would be from 9 am to possibly 2 pm and include lunch.

Ms. Moore also asked Council members to check their calendars for availability to reschedule the June meeting from June 27 to June 20 due to a scheduling conflict.
ADJOURNMENT
Dr. Flaherty made a motion to adjourn the meeting, seconded by Mr. Tolia. Ms. Moore adjourned College Council at 3:27 p.m.