

College Council Chair
Fran Leonard (12)

Academic Senate
Adrienne Foster, PhD
Judy Chow
Helen Young

Administration
Betsy Regalado
Bob Sprague
Ken Takeda

AFT Classified
Joann Haywood (12)
Sheila Jeter-Williams (12)

AFT Faculty
Bruce Anders
Richard Olivas
Olga Shewfelt (12)
Bonnie Blustein
(alternate)

ASO
Durrell Levy

President, Ex-Officio
Nabil Abu-Ghazaleh

SEIU 721 campus representative
Abel Rodriguez

Local 99
Zulma Mena

Teamsters
Rebecca Tillberg

Standing Committee Chairs

Accreditation
Fran Leonard

Budget
Ken Takeda

Enrollment Management
Betsy Regalado, Ken Lin

Facilities
Ken Takeda
Jane Witucki

Planning
Rebecca Tillberg

Resource Development
Mark Pracher

Technology
Bob Sprague &
Vidya Swaminathan

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NOTES

Monday, April 16, 2012

3:00 PM – Winlock Lounge

Attending: Nabil Abu-Ghazaleh, Adrienne Foster, Fran Leonard, Betsy Regalado, Bob Sprague, Ken Takeda

This discussion with the College Council Executive Committee and the President and vice presidents was an opportunity to focus on effective institutional processes.

College Council Executive members discussed the process for the filling of positions on an emergency basis when there is a critical need. Start with a list of all positions across the college.

Establish a combined planning / budget committee as a joint meeting.

There was discussion of how to treat restricted and unrestricted positions with VP Ken Takeda of Administrative Services. DSPS and Child Development Center does impact the unrestricted general fund. Different revenue streams should not comingle. Should we look to restructure the Planning Committee or should we just combine the two? What do we do with the Planning Committee to make it more responsive to the emerging items?

There are four college plans. What role do you see the Planning Committee taking with the existing plans we have? Look at goals of plans and develop outcome measures for them.

Prioritization – College Council Executive discussed moving planning to prioritizing in ways they are not involved in now.

Look at the Planning Committee charge, focus, purpose:

- How to integrate these so our current processes have meaning and legitimacy.
- Try to change the structure while dealing with current needs and using new formats.
- Preference – have the Planning Committee involved in levels of debates utilizing more perspectives, input
- Planning Committee will need a co-chair to share the workload.

Prioritization Practices

Planning Committee could take the lead in developing or updating current plans and provide background data – data-based plans.

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Program Review is a part of Planning

- Need to review all program reviews and assemble those into institutional plans.
- Look at all program reviews to identify trends suggested for, for example, institutional focus on positions or another focus on staff development.
- Start with Educational Master Plan first.

Program Review and Program Viabilities

1. Educational Master Plan
2. Building/Facilities Master Plan
3. Staffing Plan

A timeline was discussed by the committee for this to happen. This could be done by the fall 2012 semester. Spring of 2013 would be a first time to implement a new planning structure.

- Need to look at district wide IES system and incorporate that instrument so we have a standardized document for a history of a record.
- Need a dependable instrument that is workable with continuity.

Spring 2012 – Emergency replacement (positions) (data driven – includes workload analysis).

Timeline

Fall 2012 – Restructure Planning

- Program Review
- Develop Institutional Priorities (data driven)

Start in fall 2012 and spill into spring 2013 and then come back at the start of February 2013. Have something to load in March that reflects those priorities and refine in the spring 2013 semester.

Spring 2013 – Update Educational Master Plan

- Long term plan might go into Staffing Master Plan
- Spring 2014 – update Facilities Master Plan
- Update Technology Master Plan
- Update Staffing Master Plan

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Nabil suggested continuing this discussion after the Planning Committee meets next Monday. The group agreed to meet with the Planning Committee at 1:30 PM and continue after that meeting.

Nabil spoke briefly on construction projects at West. The good news is West will get funded for the Jefferson entrance.

Next stage will go into looking at space utilization – building projects are still in a moratorium.

- Traffic turnaround for bus turnaround will be done
- Repaving of Lot 7 where D Village is for additional parking
- Upper fire road – repaving of area between old Science building. and new MSA Science building– small projects
- Digging up of playing field to put in storm water catch basin

Discussion of new College Council Chair and nominations

Announcement of election of new College Council Chair needs to be college-wide. Discussion followed on details relating to the election because the current governance document is silent on who should be designated to receive the nominations, who is eligible to run for chair, whether the election is a secret ballot or not.

Adrienne Foster moved that the special May 3 election for College Council Chair be postponed until College Council develops a defined process. This voting process will be part of the agenda for next Monday, April 23. Elections for Chair have happened at College Council meetings in the past.

The meeting adjourned at 5:08 PM.