

If there are any questions or concerns regarding the minutes, please contact your constituent representative for additional information or clarification.

**COLLEGE COUNCIL
MINUTES
February 28, 2018**

The following members were present:

Theresa Richmond – Administration Representative
Maria Fernandez – Faculty Representative
Chris Vancil – Faculty Representative
Dawnie Slabaugh – ASM Representative
Chris Wehman – ASM Representative
Josh Collins – Classified Representative
Debbie Dutcher – Classified Representative
Calvin Wagner – ASB Representative

Absent:

Hailey Dixon – ASB Representative
Dr. Stephen Schoonmaker – President
Dr. Todd Scott – Administration Representative

Also Present:

Darlene Melby – Vice President, Administrative Services
Dennis Roberts – Associate Dean, Instruction/Athletic Director
Sheila Grimes – Recording Secretary

The meeting was called to order at 10:01 a.m.

Consent Agenda

Item 1. Approval of Minutes

It was moved and seconded (Collins/Wagner) to accept the minutes of the February 14, 2018, with the following minor correction: Item 4 – Light Pole Banners – In the last sentence, change 2018-2018 to 2018-2019.

The motion carried with the following vote: 8 ayes, 0 noes, 2 absent.

Regular Agenda

Item 2. Budget Assumptions

Darlene Melby presented a draft of the 2018-2019 Budget Development Assumptions. In accordance with the Board of Trustee's goals, the assumptions include maintaining a reserve balance of 12 percent but striving for 15 percent. The State is looking at a new funding model and that could have an effect on our estimated reserves. If the funding formula changes, \$175 million is earmarked to help schools transition during the first year. Darlene stated that until the funding model for 2018-2019 has been identified, the District is making revenue predictions based on its own base revenue. Chris Vancil commented that we as an institution should be planning how we are going to solidify our base, grow our base, and stop relying on FIELD FTES. It was recommended that the Enrollment Management Committee speak with College Council regarding an enrollment plan. Darlene shared this information with the Integrated Planning and Budget Committee at their meeting on Friday, February 16.

A motion was made and seconded (Fernandez/Dutcher) to recommend acceptance of the 2018-2019 Budget Development Assumptions. The motion carried with the following vote: 7 ayes, 0 noes, 1 abstain, 2 absent.

Item 3. Campus Dining Consultant

Darlene Melby provided information on a proposal to hire a consultant to review our food service operations. Presently, the Lodges are operating successfully and are offsetting some of the losses in Food Services. Over the past five months, Darlene has interviewed several dining service consultants. Campus Dining, Inc. has been chosen as their references were stellar. This company has worked with the following institutes: Stanford University, De Anza Community College, UC San Diego, and Orange Coast Community College. Campus Dining Inc. will be on campus for three to four days to perform an assessment of our operations and quality of food. During this time, they will also be interviewing staff, faculty, and students. The cost of this service will be approximately \$25,000 and has been identified in the current budget.

Item 4. Recommend Review of Board Policies

Board Policies 2710 and 2712 were reviewed.

A motion was made and seconded (Collins/Vancil) to recommend acceptance of the Board Policies 2710 and 2712. The motion carried with the following vote: 8 ayes, 0 noes, 2 absent.

Item 5. Recommend Review of Revised Board Policies

Board Policies 7310 and 7400 were reviewed.

After much discussion, the following additional revisions were recommended for Board Policy 7310:

- In the first paragraph, change “a” to “any” prior to regular and add “domestic partner” at the end of the sentence. With these changes, the paragraph reads as follows: The District does not prohibit the employment of relatives or domestic partners as defined by Family Code Sections 297 et seq. in the same department or division, with the exception that they shall not be assigned to any regular position within the same department, division or site that has an immediate family member who is in a position to recommend or influence personnel decisions of the relative or domestic partner.
- In the first sentence of paragraph three, change “Those” to lowercase.

A motion was made and seconded (Collins/Fernandez) to recommend acceptance of revised Board Policies 7310 and 7400 with the changes noted above. The motion carried with the following vote: 8 ayes, 0 noes, 2 absent.

Item 6. Recommended Review of Revised Administrative Procedures

Administrative Procedures 2710, 3810, 7310, and 7400 were reviewed.

After much discussion, the following additional revision was recommended for Administrative Procedure 3810:

- In paragraph four, remove the underline from “Siskiyou Joint Community College District Claim Form” for accessibility purposes as underlining an item suggests that it is a link.

A motion was made and seconded (Fernandez/Vancil) to recommend acceptance of revised Administrative Procedures 2710, 3810, 7310, and 7400 with the change noted above. The motion carried with the following vote: 8 ayes, 0 noes, 2 absent.

Item 7. Governance/Committee Structure

As there are only three Academic Senate meetings remaining in the spring, it is the Senate’s wish that we move forward with the Governance Model. This will allow Academic Senate and Classified Senate to approve the new Governance Model in May so that it can go forward to the Board. Maria statement that while the Academic Senate appreciates the intent of including everyone in building a shared governance model, it is a lot of work to create a model from scratch. Therefore,

Item 7. Governance/Committee Structure

Chris and Maria are proposing that we review the sections in Title V that pertain to shared governance and use those as the minimum guidelines for our benchmarks and build from there. We should also review the current Shared Governance diagram, revise as needed, and add a narrative that explains the diagram and what each committee accomplishes in reference to Title V. It is recommended that at the next meeting on March 7, the Council spend as much time as possible building our shared governance model.

Item 8. Other

As College Council is not a Brown Act committee, there was discussion regarding changing the reference to “minutes” to “notes.”

As an informational item, Dennis Roberts, Associate Dean – Instruction, reviewed information related to repairing and updating the fire tower for safety, program enhancement, and to meet State Fire Marshall standards (a summary document was emailed to Council prior to the meeting). Funding has been identified in this year’s budget. The proposed updates will need to occur this spring. Dennis also shared this information with the Integrated Planning and Budget committee at their meeting on Friday, February 16.

Item 9. Adjournment

Meeting was adjourned at 11:30 a.m.