



PASADENA CITY COLLEGE MEETING AGENDA and NOTES

Title of Meeting / Committee Name: College Council

Thursday, September 20, 2018 10:30-12pm

Room: G-101 Conference Room

Chair:

Dr. Rajen Vurdien

Name of Person Taking Notes:

Lucky Springfield

Meeting Notes

In Attendance: Dr. Rajen Vurdien, Alex Boekelheide, Audrey Joseph, Brian Vidal, Carlos Altamirano, Cheryl Storms, Crystal Kollross, Cynthia Olivo, Graciela Caringella, Jason Robinson, Leslie Tirapelle, Lynora Rogacs, Maria Bustamante, Mark Whitworth, Matt Henes, Michael Ihrig, Richard Storti, Rudy Perez, Shelagh Rose, Stephanie Fleming, Tameka Alexander, Terry Giugni, Veronica Jaramillo

Dr. Rajen Vurdien called the meeting to order at 10:30 AM.

I. Public Comment on Non-Agenda Items

- M. Whitman inquired if Adjuncts can get representation on the College Council Committee.
- Dr. Vurdien requested the College Council's Standing Committees to discuss this item and bring back a recommendation to the College Council.
- This item will be agenzized for the October or November College Council meeting.

II. Review and approval of meeting notes from June 21, 2018

- Motion to approve: S. Rose. Second: C. Altamirano. Abstention: C. Storms, M. Henes. Approved.

III. INFORMATION ITEMS

1. Superintendent-President's Update - Dr. Rajen Vurdien

- Enrollment is roughly at 29,500 unduplicated head count, 26,922 of those students are credit students. Looking at a very robust spring semester.
- Based on enrollment, PCC is currently the number one single college district in the state of California.
- C. Olivo shared how PCC was honored as a "Bright Spot" at the Education Trust-West Education Equity Forum in Sacramento.
- This past year, PCC spent 56.54% of expenditures on instruction.
- The Campaign for College Opportunity will be recognizing PCC again in December as number two in the state of California for the number of associate degrees for transfer awarded. However, data shows PCC will be ranked number one by next December of 2019.
- PCC is working on the Dual enrollment process with the Temple City School District to start in the spring of 2019. PCC is also working with La Canada Flintridge, El Monte, San Marino and South Pasadena for the Dual enrollment.

- The shuttle service now commutes three trips a day to Rosemead and back to the main campus to help students.
 - The John Muir High School site is getting new signage, a permanent classified employee starting Nov. 1st latest, and a hosted event to introduce the new campus.
 - The architects have gone back to review the exterior of the U building and submitted three more designs to the Faculty of Natural Sciences and Health Sciences.
 - The state agreed to allow three elevators in the U building with the clear understanding only two of them will be used by faculty, staff and students. One of the elevators will be a service elevator for chemicals.
 - The District will be working on creating an Educational and Facilities' Master Plan and bids are out right now to hire a firm.
 - Outside legal council is reviewing a policy on the use of Tasers on campus for the Campus Police. The various groups on campus will then have an opportunity to review and provide input.
2. Academic Affairs Update - Stephanie Fleming
- Guided Pathways is creating program maps for all degrees and certificates, while creating partnerships with primary transfer universities.
 - PCC is being asked to track how well students do in terms of bachelor's degree attainment. This could be a six-year map and with the development of dual enrollment.
 - Working with faculty to make sure PCC is offering all eight or nine ADTs that the state has approved through the CID system.
 - There has been a change in Title 5 that allows PCC to report additional certificates of achievement that have a lower unit cap to them. Working through the C&I process to make sure that all of those are reported to the state.
 - Working on aligning enrollment management with the program maps to be sure students can all get into transferable English and math in their first year.
 - Dr. Vurdien shared his appreciation to the state Chancellor of Community Colleges, Mr. Eloy Ortiz Oakley, for the courage that he displayed in taking on the agencies that ranked colleges and universities in the United States.
3. Student Affairs Update – Dr. Cynthia Olivo
- Student Services is in the process of finalizing the plan of the redesign of the L Building and working with TVP Architects and Facilities. The construction should begin next August 2019.
 - Dr. Olivo scheduled Interdepartmental Retreats and hired Facilitator Deanna Cherry from USC Center for Urban Education to begin to cross-training all members of Student Services.
 - There is now a Social Services Coordinator to help students navigate housing and food insecurities, as well as any domestic violence situations.
 - There is a new campaign for the CalWORKs program called “Be a Hero”. This is a program for students who are on any program that's offered through the Department of Public Social Services.
 - The Veterans Resource Center expansion is open. This past summer they received a

grant for \$600,000. They hosted a veteran suicide prevention event last week and are working on incorporating a veteran benefits processor in the actual VRC.

- Lancer Pantry has been providing food to an average of 211 students per day. Please continue to ask the campus to collect items for the food pantry.
 - Two surveys will be administered this fall. One from the Community College Equity Assessment Lab, and another called the National Assessment of Collegiate Campus Climate.
 - Safe Zone Center will be opening in January. The Safe Zone Center will be serving undocumented students, LGBTQ students, and formerly incarcerated students. Classified Staff Position approved for hiring.
 - College Bound Foster Youth Conference will be Thursday, October 11, 2018 and will focus on transfer support for Foster Youth.
 - Transfer Day is September 26, 2018 in the Quad, wear university t-shirts.
 - About 50 students from the STEM majors and 200 K-12 students from the PCC TRIO programs will be attending the Great Minds in STEM Partnership conference.
 - Student Services Fee Fund Applications are due September 20th at 4:00 p.m. There is \$700,000 to allocate to co-curricular activities to support student equity & success.
4. Business and Administrative Services Update – Dr. Richard Storti
- The Board of Trustees approved the adopted budget for fiscal year 2018-19.
 - The balanced budget's total revenue, expenditures and transfers is \$169 million. A \$10 million increase compared to last year.
 - Funding for COLA's 2.71% component equates \$3.6 million.
 - The student-centered funding formula result for Pasadena City College is \$6 million more this year than last year.
 - PCC will be keeping a watch and planning carefully over the next several years due to the escalations on PERS/STRS and health benefits. Based on the five-year projection, PCC is still in a good position.
 - The U building is 100% funded however not the furniture, fixtures, equipment, and two additional elevators. The college will have to cover the additional \$10 million for the project. Within the next five-year projection PCC has built a plan to meet the expenses as they occur.
 - Irrevocable trust has earned an excess of \$330,000 in the first two full months that the funds have been set aside.
 - Richard Laret was board approved to be the new Executive Director of Facilities Services.
 - Dr. Hampton will serve as the interim Executive Director of Business Services. The assignment will be overseeing Purchasing, Risk Management, Fleet Operations, and Office Services.
5. Governance App – Michael Ihrig
- M. Ihrig did an overview of the Governance App.
 - Reiterated the purpose of the app to help inform the college and have a better understanding of how to use the app.
 - There is a lot of turnover in the leadership of various committees on campus and the

app is key in passing the baton onto new membership.

6. Committee Evaluation results
 - In the agenda packet for review.
 - No discussion.

IV. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

1. Review of proposed Mission Statement - Crystal Kollross
 - In spring 2017, C. Kollross started a series of town halls around campus, a working group and executive committee drafted a proposed new Mission Statement to replace the current one.
 - The Mission Statement is going into a new strategic planning process.
 - The proposed Mission Statement will now go the groups for review, back to College Council, and then on to the Board of Trustees to finalize.
2. AP 7160 Professional Development – Jason Robinson
 - AP 7160 was previously approved by in 2015.
 - AP 7160 has already been brought to Academic Senate on September 10, 2018 and the Classified Senate on September 19, 2018 for their first read.
 - Changes were made with content, organizational chart, and membership.
 - Motion to approve the first read: S. Rose. Second: C. Altamirano. Approved.
3. BP 4030 Academic Freedom – Crystal Kollross
 - BP 4030 primarily focuses on faculty.
 - Recommend to move BP 4030 to the subcommittee of the Board of Trustees.
 - Motion to approve: M. Whitworth. Second: S. Rose. Approved.
4. Proposal to combine Planning and Priorities and Enrollment Management Standing Committees – Crystal Kollross
 - Proposal to retire Planning and Priorities, retire the Enrollment Management Standing Committee, and combine them into the Strategic Planning Standing Committee.
 - The charges were combined with the focus on integrated planning, our annual master plan, and strategic plan.
 - Committee reviewed the charge and membership.
 - Motion to approve: C. Storms. Second: A. Joseph. Approved.
5. Proposal for Outcomes Standing Committee - Stephanie Fleming
 - The Outcomes Standing Committee is a new committee created to help the workload, help coordinate the workload, make sure that PCC is in compliance with ACCJC and to have best practices in terms of outcomes assessment across the campus.
 - Committee reviewed the charge and membership.
 - Motion to approve: L. Rogacs. Second: C. Storms. Approved.
6. College Calendars 2018-2019 & 2019-2020 - Stephanie Fleming
 - Correction to mark the calendar dates the campus is closed.
 - Changed Convocation to Professional Development/Flex Day.
 - Recommendation to go the Board of Trustees for approval.
 - Motion to approve: M. Whitworth. Second: C. Storms. Approved.

V. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION

1. IEC Broad Recommendations - Crystal Kollross

- C. Kollross shared the assignments for the Broad Recommendations.
- The assignments were brought in as a goal set into the annual update to write an action item.

VI. ANNOUNCEMENTS

- C. Kollross reminded the committee of the Fall 2018 Planning Retreat, September 21st.
- C. Kollross spoke on behalf of the Veterans to give a “Shout out” to Dr. Vurdien for attending the Clay Hunt Veteran Suicide Summit. They said Dr. Vurdien was a kind, welcoming and gracious host.
- S. Rose mentioned the Huntington Library will give free access to anyone with a PCC ID from October 3rd to November 3rd as part of the One Book, One College program.
- C. Altamirano announced the Latinx Heritage Month. September 27th is the API Mixer on the east patio of the Center of the Arts.

VII. ADJOURNMENT

- Meeting adjourned at 11:55 AM.