

**Pasadena City College
College Council May 25, 2017 10:00 am G1**

Minutes

Attendance: Rajen Vurdien, Valerie Foster, Stephanie Fleming, Mark Whitworth, Gary Potts, Monica Molina, Jeannie Sullivan, Graciela Caringella, Joseph Futtner, Carlos Altamirano, Rudy Perez. Resources: Richard Storti, Terry Giugni, Cynthia Olivo, Mathew Kiaman, Joseph Simoneschi, Crystal Kollross

Call to Order – 10:04 am

I. Public Comment on Non-Agenda Items - None

II. Review and Approval of Meeting Notes from 4/27/2017 College Council meeting – Motion by: Valerie Foster Second by: Carlos Altamirano; Approved unanimously

III. INFORMATION ITEMS

1. Superintendent-President's Update

Dr. Vurdien reported on the hiring process. Multiple offers made and final names have been taken to the Board for approval. Hired a Dean of Social Sciences. Interviews starting soon for the Dean of English. Executive Director for IT position has been re-opened. Extended the search for the Executive Director of Economic and Workforce Development. Interviews about to start for the Director of Professional Development. Last faculty offers were for four counselors. Commencement is June 16. Looking for 1000 students to take part in the ceremony. Awarding over 2800 degrees and certificates. Summer session officially starts June 26 but there are courses starting earlier such as Nursing, CTE and some transfer courses. V. Foster asked if the different start dates for the summer session will confuse students. T. Giugni commented that he and C. Olivo should discuss the best way to communicate start dates to students. C. Olivo will message students of the various start dates. V. Foster suggested messaging the faculty as well.

2. Academic Affairs Update

Quite a few faculty offers have been made and many going to the Board. Nearing the end of the process with some really good hires.

Summer registration is in progress. Summer courses are 29% full as of this morning.

Noncredit is a bit behind as to be expected. Enrollments are growing each day. Students are beginning to make the shift from Spring to Summer.

M. Whitworth asked if the 29% was on course. A discussion followed regarding registration slots currently available, possibly beginning the summer registration process earlier in the spring semester, having the schedule available for students earlier and other issues for students still completing spring courses. Since this is the first summer session in 4 years with

a winter intersession, Dr. Giugni is monitoring FTES and enrollments patterns closely to determine what adjustments need to be made. Dr. Giugni also suggested with the late start to our summer session we may be losing High School Students and 4-year college students to other community colleges. T. Giugni and Dr. Olivo will work together to analyze this year's data and make adjustments for next year.

The impact of winter on student's financial aid was also discussed. C. Olivo clarified the availability of Financial Aid for students in the summer.

3. Student Affairs Update

Displayed the Financial Aid website. 24/7 Answers web page. This summer hoping to not prepare paper financial aid refund check but on an access card. New videos available to help students get answers. Please help get the message out to students. Gearing up for Pasadena Promise students. Raising awareness of and eligibility requirements. New service for students--Co-Curricular transcript -- LancerLife students can log in and generate a co-curricular transcript. Office of Student Life and Office Institutional Effectiveness collaborating on a study of the relationship between co-curricular activities and student performance. Currently a 1000 students using LancerLife. Students can request an Ed plan online.

4. Business and Administrative Services Update

Timeline for the budget preparation includes meeting with BOT Budget and Audit committee next week. June 7 Board meeting presenting the tentative budget for the Boards approval. State final budget isn't signed into law until July 1. Have to have a budget in place until the final state budget is signed into law. May 11 Governor Brown released the May revise. Strong budget for community colleges. 124 billion all state agencies about a 1/2 billion decline from current fiscal year. K-12 and Community Colleges getting 2 billion more. For Community Colleges increase in base allocation. 3.2 million dollars for General fund dollars for PCC. Intended for meeting increased costs, PERS/STERS cost specifically cited. PCC's PER/STRS contribution going up \$7 million over the next few years. Enrollment growth going down. 1.34% decreased to 1%. 30-40 districts on stabilization—not meeting target. Could get extra funding if we exceed target. COLA is still in May revise 1.48% to 1.56%. In previous years COLA has disappeared in the final budget. U building still #1 on the state list. Instructional equipment dollars in May revise said it would increase but not available until late 2019. IT's looking like Governor Brown has not released the funds for the U building yet but looks somewhat promising.

5. Standing Committee Report – Planning and Priorities

PnP started meeting in November after the formation of the Accreditation standings Committee. Reviewed our membership and charge which were approved through College Council.

Major Projects 1. Developing a process for the development, implementation and evaluation of a Strategic Plan for the College - we have a small sub group working on this and reporting back to PnP. Reviewing literature, other strategic planning processes etc. 2. Most of the Spring

semester has been around the development of the IEPI Indicators.

- reviewed the requirements from the chancellors' office
- reviewed the historical data
- set recommended 1 year and six year goals for student achievement indicators.

3. A need we identified during the development of the IEPI Indicator Goal Frame work was a centralized process to award and track <18 unit Occupations skills certificates. CDCP certificates and other noncredit certificates. Currently we do not report these certificates to the Chancellor's office, so they are not transcriptable for students and we don't get credit for them in the IEPI indicators. 4. The membership of this committee was revised in early spring in order to reflect the work of the committee. Since that time the Faculty Co-Chair of BRAC, who is a member of this committee, has not attended any meetings or responded to invitations to attend the PnP meetings. We have found it very useful to have the faculty co-chair of IEC on the committee and need faculty representation from BRAC.

III. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

1. AP 5055 Enrollment Priorities

Change in state law allowing homeless students priority registration the procedures needs to be revised to reflect that change. Since this revision needed to be made others language was cleaned up as well with regards to loss of BOG. C. Olivo reviewed the priorities with the committee. Discussed the priority registration of bachelor degree recipient students and where they will be placed. Removing the language on class scheduling priorities. Academic Senate needs to review and T. Giugni would like to review it as well.

2. AP 3720 Computer and Network Use

M. Kiaman AP 3720 last time updated in 2000. District Technology Committee is making recommended changes with regards to computers and the network. R. Vurdien asked the constituency groups to review.

IV. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION

1. EEO Plan – tabled

2. Addition of IEC as a Standing Committee to College Council. IEC requesting that IEC reports to College Council. Move to Approve: V Foster. Second S Fleming. No discussion. Approved unanimously.

3. BP 5010/AP 5010/AP5011 Admissions, Concurrent Enrollment and Dual – S. Bricker/D Giugni.

T. Giugni reviewed the revisions. Needs to go to Senate for review in Fall 2017.

4. BP/AP 6530 Drones.

J. Simoneschi discussed the BP and AP and the process for review. Motion to Approve: M. Whitworth Second: V. Foster Approved unanimously

5. IEPI Indicators

C. Kollross presented the IEPI indicators. R. Storti discussed some of the indicators and why BRAC choose to set them at zero. It is a cyclical process. The College will do again next year. PnP working on incorporating them into the Annual Update process.

V. ANNOUNCEMENTS

Reminder to bring back the information from this committee meeting to constituent groups - R. Vurdien would like us to evaluate whether this is happening.

Campus Climate survey is still available for campus constituents to complete.

Shared Governance committee evaluation survey was sent out.

Next Friday June 2 is the annual Drag show – Harbeson Hall

Senate Banquet is June 8

ITS is working on updating the LancerPoint portal and will be doing some practice runs before the full launch

June 1 is Classified Professional Development Day

VII. ADJOURNMENT: 11:08 am