



**Pasadena City College is an equity-minded learning community dedicated to enriching students' academic, personal, and professional lives through an array of degree and certificate programs, campus engagement, and customized student support.**

**Title of Meeting / Committee Name: College Council**  
**Thursday November 21, 2019 10:30-12pm**  
**Room: G-101 Conference Room**

**Chair:**  
**Dr. Mike Bush**

**Name of Person Taking Notes: Crystal Kollross**

Attendance: Mike Bush, Tito Altamirano, Connie Rivera, Eamon Conklin, Gena Lopez, Jeff Archibald, Maria Bustamante, Mark Whitworth, Matt Henes, Rebecca Cobb, Shelagh Rose, Tony Casillas, Veronica Jaramillo. **Guests:** Candace Jones, Alex Boekelheide. **Resource Experts:** Crystal Kollross, Terry Giugni

## **AGENDA**

Call to Order – 10:35am

- I. Public Comment on Non-Agenda Items - None
- II. Review and approval of meeting notes from October 17, 2019.  
1<sup>st</sup> Matt Henes. 2<sup>nd</sup> Shelagh Rose. Approved. Abstained: Mark Whitworth

## **III. INFORMATION ITEMS**

1. Superintendent-President's Update – None
2. Academic Affairs Update – Dr. Terry Giugni
  - Winter Intersession enrollment is looking good. Rate of enrollment is going up as we approach the end of the fall term.
  - Faculty prioritization for hiring new full time faculty for Fall 2020 has been finalized. Deans are working on the paperwork for Fiscal and HR to fly the positions before the end of Fall term. 25 positions on the list. 20 are going out. 5 will go out as "anticipated" openings. Hiring is based on our FON for Fall 2020. We went above the actual number we think we are going to need to fulfil FON because we are early in the retirement notification process.
  - Completed the process for hiring the Dean of Natural Sciences. An offer has been made and Dr. Giugni will announce the successful candidate soon.
3. Student Affairs Update – Dean Rebecca Cobb
  - The College has received a mental health grant which will help us provide more direct services to students
  - Working on a relationship with Alliant to provide interns for our student health and mental health.
  - This is Native American awareness/recognition month. Cross Cultural Center is having a

series of events

- Transfer application season. Apps are due November 30. Transfer Center has workshops and individual appointments to help students complete transfer applications. Please encourage students to use the Transfer Center services.
  - Outreach is gearing up for application season. Staff are out at the High schools throughout December. Will send invitations to faculty and staff to attend outreach sessions.
  - Encourage students to do their FASFA while they are doing their transfer applications. FAFSA application are available now.
  - CORE and VRC have partnered to provide Domestic Violence training.
  - Transgender Awareness month. Student Life and Safe Zones Coalition partnered to sponsor Carrie Afuso doing an advocacy workshop for Transgender Awareness.
  - PCC will be taking part in community meetings for a project with the City of Pasadena and Hathaway Sycamores a local nonprofit/social services agency providing homeless services. The project is redevelopment of a property between here and Foothill campus. 24 bed temporary housing facility for transitional age youth.
4. Business and Administrative Services Update – Dr. Michael Bush
- We have received our audit report for the general audit and the Measure P Compliance audit both are unmodified opinions and no compliance issues. We should be very proud of Fiscal Services people. This was accomplished with 6 months without a Vice President. Clean audit
5. Accreditation – Crystal Kollross
- 1<sup>st</sup> Draft of the Institutional Self Evaluation Report (ISER) is due in 12/31 from Standards Chairs. It will be posted online in Spring 2020 for public comment and review.
  - On 12/2 Gohar Momjian, Vice President at ACCJC, will be on campus to do advanced ISER training with the Accreditation Standing Committee and she will visit the Academic Senate to talk about Faculty involvement in Accreditation.

#### IV. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION

1. BP 7420 Employee and Trustee Travel 1<sup>st</sup> Jeff Archibald. 2<sup>nd</sup> Tito Altamirano. Approved
2. BP/AP 3720 Computer and Network Use 1<sup>st</sup> Matt Henes, 2<sup>nd</sup> Gena Lopez. Approved
3. AP 3721 Electronic Communications 1<sup>st</sup> Matt Henes, 2<sup>nd</sup> Rebecca Cobb. Approved
4. AP 3722 Data Classification 1<sup>st</sup> Rebecca Cobb. 2<sup>nd</sup> Maria Bustamante, Approved
5. AP 3723 Remote Access 1<sup>st</sup> Tito Altamirano, 2<sup>nd</sup> Maria Bustamante. Approved
6. AP 5130 Financial Aid 1<sup>st</sup> Shelagh Rose, 2<sup>nd</sup> Maria Bustamante. Approved

#### V. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

1. Institutional Set Standards – for Accreditation

- Accreditation Standing Committee (ASC) reviewed the Institutional Set Standards for ACCJC Annual Report. ASC reviewed data from previous years and data trend. Degrees, Certificates, Transfer, Licensure Pass rates, and Job Placement rates were set.
- 2. AP 6307 Debt Issuance and Management
  - AP to implement the policy. This will allow us to issue debt for the construction of the new Sarapian Building and other projects as they arise for the District.
  - Will be brought back to College Council in December
- 3. December meeting Date Change –
  - Mark Whitworth motion to change December 19 College Council meeting from December 19, 2019 to December 12, 2019.

#### VI. ANNOUNCEMENTS

- 12/3 and 5 -- 9<sup>th</sup> Annual FYE Poster Presentation. Looking for Judges and just people to talk to students about their research.
- 12/3 Luis Rodriguez play Always Running will be put on in Sexson Auditorium-- full production
- 12/6 STEM Banquet for Faculty and students 5-9 pm
- 12/6 Foundation Scholarship Ceremony in Sexson
- 12/6 Ujima celebration
- Million Meals Marathon 11am 12/23 to 11am 11/24 corner of Hill and Colorado

#### VII. ADJOURNMENT – 11:10 am