

COLLEGE COUNCIL MEETING SUMMARY

President's Conference Room

May 14, 2013 9:00 – 11:00 a.m.

Present	Members (10)	Title
EXC	Lori Adrian	Chair, President
X	Liz Caluag	Vice President, Classified Senate
X	Ann French	President, Classified Senate
X	Pedro Gutiérrez	President, Academic Senate
X	Dan Jones	Executive Dean, Learning Information Technologies
X	Rick Lockwood	Vice President, Academic Senate
X	Michelle Ma	Director, Marketing and Public Relations
X	Christine Nguyen	Vice President, Administrative Services
X	Vince Rodriguez	Vice President, Instruction/Student Services
ABS	RJ Watters	Associated Student Government

Guests:

Recorder: Laila Rusamiprasert

Vince Rodriguez convened the meeting at 9:01 am and welcomed the committee.

College Event Calendar

- Graduation – May 18, 1:30 p.m.

The Committee discussed graduation opening ceremonies. Christine requested that Vietnamese names be written in the Vietnamese format so that she can properly announce the names. She also recommended that students just list two items (see below) on the back of their cards as opposed to past priorities:

1. Name of their degree
2. Name of the college to which they are transferring

- Academic Senate Spring Luncheon – May 21
- Westminster Mayor Visit – May 16, 10:00-11:30 a.m.; Le-Jao Center

Three rooms on the lower level will be opened up and snacks and refreshments will be provided in the quad. Mayor will provide the history of his becoming the Mayor of Westminster.

Action: Laila will inform the Board, the Chancellor and the Vice Chancellors of this event.

1.0 Vice President's Reports (Vince Rodriguez/Christine Nguyen)

- Joint VP I&SS

Degree Works is continuing.

The FTES target for the entire District and the college have changed slightly. Previously, we were looking at growth of about 5.6% over what was funded. This figure has been adjusted down to 3.6%. For the District as a whole, this equates to approximately 3,000 FTES. For Coastline it equates to about 100 FTES. Our target will be just under 6,000 FTES – actually about 5,590 FTES. The District is requesting 5,850 FTES from Coastline.

- Joint VPA

Christine is working with the District on preparation of the Bond Issue. The debt for Newport Beach of \$20 mil will be retired. However, \$3 mil actually needs to be added to that figure due to the interest owed for the life of the Bond. Wells Fargo will be the custodian of the fund and will distribute the monies as set forth.

2.0 New Business

2.1 PIEAC Resource Recommendations (Vince Rodriguez)

Vince reported that PIEAC has prioritized all of the wing requests and all of the individual items as submitted through all the different wing plans. Subsequently, these requests were submitted to budget and they discussed the amount of monies from the ending balance that would be released for one-time funds in order to determine if there would be any available monies for ongoing funding requests. The Budget Committee determined that there would not be any new funds available. Therefore, the Budget committee suggested that some of the ongoing requests be converted to one-time requests. The President's Cabinet then reviewed these recommendations and made some additional recommendations. As a result, PIEAC removed and reduced some items so that every item could be addressed. After presenting back to PIEAC, it was accepted and Helen is working with all of the managers on budget adjustments for 2013.

Action: Vince will send copies of this recommendation to the Council.

Action: A motion was made and seconded to approve sending this recommendation to the President for approval. The Council approved the motion unanimously.

2.2 Accreditation Update (Vince Rodriguez/Christine Nguyen)

Vince reported that the confidential report from the Accreditation Team has been received along with recommendations made by ACCJC. Gail and Vince have reviewed the report and made some minor changes, i.e. factual errors, dates, and language. At this time, the report needs to be submitted back to the Committee for approval. Feedback on these recommendations will most likely be received in July. Within six months to a year, another Accreditation visit will probably be required.

Christine advised that the Dean of Institutional Effectiveness position was approved and will be filled this summer.

2.3 College Council Summer Meeting Schedule (Vince Rodriguez)

Laila announced that summer meetings are scheduled once a month. The Committee discussed the Summer Meeting Schedule and decided upon the following dates:

- June 25, 2013
- July 23, 2013
- August 13, 2013

2.4 Committee List (Vince Rodriguez)

Laila reported that she a few changes to date have been received. The Council reviewed the Committee Lists and discussed recommended changes. Vince commented that all revisions should be decided upon today if possible. The Committee discussed revisions to the following: committee charges, membership, meeting times and additional committees to be added. They made recommended changes as needed. A discussion was conducted regarding work groups vs. committees and the difference of structure between the two. Laila clarified that work groups are included in this committee list.

Action: Laila will make changes as recommended by the Council and this List will be addressed in June.

3.0 Old Business

Other Vacancies (Vince Rodriguez)

Vince reported that the Senate has approved Interviewers for the Interim Dean of Counseling position and commented that it will be a small group since this is a temporary hire. Timing for hiring a permanent person will be discussed with the Senate at a later date.

Christine Nguyen discussed the difference between utilizing a consulting agency vs. District hiring directly With regard to the interview process and establishing interview committees.

Christine reported that District HR mailed letters to all the hourly staff on May 10. A procedure has been developed with regard to the Affordable Health Care Act (AHCA) and implications to the District with regard to hiring hourly personnel. The directive as set forth states that all hourly personnel currently employed from

July through December, would be renewed through December. However, they cannot work more than 28 hours per week. In the meantime, managers have been asked to assess the needs of the hourly positions and submit a plan back to District to determine whether these positions should become permanent positions. A procedure will be established based on information provided by the management team to the District. By January 2014, we must meet the compliance. However, the government has the right to go back six months prior to the implementation date so, the District's requirement is July of 2013. Only hourly employees are being addressed at this point, but in the future, professional experts and part-time faculty will be assessed as well. The cost for Coastline will be very substantial. It is unclear how many hourly people are paid through grants. However, regardless of the funding source AHCA requires that an employee working over 30 hours must be provided with an affordable health care plan. Managers must respond back to the District by May 31.

4.0 Events

Hot Topics

Constituency Updates

Academic Senate Update (Pedro Gutierrez)

The Senate reviewed the current version of the Faculty Hiring Procedures to determine errors or omissions from this version. Concerns were voiced and will be submitted to Cheryl for further discussion.

ASG Update – no report

Classified Senate Update (Ann French)

Nominations for the Executive Board are ending today.

Gayle Berggren will attend the meeting today to discuss the department learning outcomes.

Miscellaneous/Other Business

The meeting was adjourned at 9:59 a.m.

Next Meeting: June 25, 2013, President's Conference Room