

AGENDA OF THE WHCC COLLEGE COUNCIL (CC) (Wednesday, November 22, 2017)

Generated by Andrea R Pulido on Wednesday, December 6, 2017

Members present

Brenda Thames, Shaun Bailey, Francisco Banuelos, Kathryn DeFede, Bertha Felix Mata, Mark Gritton, Eric A Mendoza, Cecilio Mora, Robert Pimentel, Andrea R Pulido, Raquel Rodriguez, Sarah Shepard, Daniel Tamayo, Alex J Villalobos, Jeffrey Wanderer, Chris Montoya, Malinali Flood, Zack Soto, Anita Bart, Matthew Magnuson, Terry Brase, Sherry Barragan

Meeting called to order at 3:42 PM**1. Call to Order / Introductions - Brenda Thames****2. Action Items**

A. Minutes: October 31, 2017 - Brenda Thames

Approval

Motion by Sherry Barragan, second by Daniel Tamayo.

Final Resolution: Motion Carries

Yea: Brenda Thames, Shaun Bailey, Francisco Banuelos, Kathryn DeFede, Bertha Felix Mata, Mark Gritton, Eric A Mendoza, Cecilio Mora, Robert Pimentel, Andrea R Pulido, Raquel Rodriguez, Sarah Shepard, Daniel Tamayo, Alex J Villalobos, Jeffrey Wanderer, Chris Montoya, Malinali Flood, Zack Soto, Anita Bart, Matthew Magnuson, Terry Brase, Sherry Barragan

B. Minutes: October 20, 2017 - Brenda Thames

Approval

Motion by Sherry Barragan, second by Daniel Tamayo.

Final Resolution: Motion Carries

Yea: Brenda Thames, Shaun Bailey, Francisco Banuelos, Kathryn DeFede, Bertha Felix Mata, Mark Gritton, Eric A Mendoza, Cecilio Mora, Robert Pimentel, Andrea R Pulido, Raquel Rodriguez, Sarah Shepard, Daniel Tamayo, Alex J Villalobos, Jeffrey Wanderer, Chris Montoya, Malinali Flood, Zack Soto, Anita Bart, Matthew Magnuson, Terry Brase, Sherry Barragan

C. Hiring Prioritization and Justification - Brenda Thames

- There is an argument regarding the need to hire more psych technicians.
- S. Shepard said there needs to be a clear distinction between hiring a new position or replacing faculty that has retired. If someone retires, it is not an automatic replace the person who was teaching those courses.
- B. Thames said that she wants to tweak this process to address the compliance issues that may occur when someone retires and needs to replace a position.
- J. Wanderer, Senate President, discussed that there is a need for a Sociology, Chemistry and ... instructor. There was discussion regarding there not being enough courses to cover the load for a chemistry instructor.
- There was a discussion regarding the need to hire a Science faculty due to these being GE level courses and the understanding that science courses have been canceled in the past. Most of the group feel that a full-time science instructor is a priority over another tenured psych tech instructor. There was further discussion regarding hiring a temporary psych tech full time position for next year.
- F. Banuelos asked why a 1-year temp. B. Thames explained to respect the Senates recommendations due to this being the third or fourth position in their priority list.

- S. Shepard addressed the fact that the Senate process is skewed due to not having a Full-Time faculty advocating for these new positions when there is currently someone full time in that area.
- R. Pimentel explained that we also have NDC and our Coalinga campus and the need is there for the 1-year temp.
- B. Thames wants to be clear to the folks in Psych Tech that this Chemistry position will be 1-year temp. position to respect the Senate process.
- B. Thames said that she is pleased that we have this process completed and

Approval with the knowledge that should the President move the...

Motion by Jeffrey Wanderer, second by Sarah Shepard.

Final Resolution: Motion Carries

Yea: Brenda Thames, Shaun Bailey, Francisco Banuelos, Kathryn DeFede, Bertha Felix Mata, Mark Gritton, Eric A Mendoza, Cecilio Mora, Robert Pimentel, Andrea R Pulido, Raquel Rodriguez, Sarah Shepard, Daniel Tamayo, Alex J Villalobos, Jeffrey Wanderer, Chris Montoya, Malinali Flood, Zack Soto, Anita Bart, Matthew Magnuson, Terry Brase, Sherry Barragan

D. Resource Allocation Request - Robert Pimentel

- D. Tamayo, R. Pimentel and F. Banuelos passed out examples of other college allocation request forms.
- D. Tamayo completed the process to demonstrate that this only takes 25 minutes to complete.
- Daniel explained what he used as an example and that it was made up, but it evidentially was a good request that may move forward.
- F. Banuelos explained that there are some safety or emergency items that would need to move forward quicker.
- R. Pimentel said that Grants will also utilize this form to process the same type of request. This will help to prevent this same process from being internal within any specific grant.
- B. Thames asked if we have a graphic to demonstrate our process, F. Banuelos explained that he has a spreadsheet that will be used to update this for our campus. D. Tamayo explained the good thing about the disclosure at the bottom of the form is that it does allow for the emergency process that will bypass this (the form will still be used, but it will go straight to the President, etc.).
- J. Wanderer said that he really likes this form, and he feels that on page 4 that it should be reworded to remove the "email" language and say "routed" to whomever it needs to go. He would like a better understanding of how this will be routed. He wants more clarity with what really happens to the request once it finishes with the Program Review/Budget Resource Committee Chair. There was discussion about how to close the feedback loop. F. Banuelos said that it will be similar to the hiring process.
- B. Thames asked why can't the Budget Resources Committee set up a Portal Page that identifies the process.?
- The budget items under review need to be on the agendas of the other committees - this was the point about emailing chairs to allow everyone to know what the process is. Needs to be agendized to show where the form went (committee) and where. This would be a good idea to show when it was sent and College Council will send it to the chairs that this must be a standing agenda item.

Approval with changes

Motion by Sherry Barragan, second by Daniel Tamayo.

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E. Prioritization Allocation Rubric - Robert Pimentel

- Discussion regarding to changes to the Learning area to add unit area as well.

Approval with changes

Motion by Sherry Barragan, second by Daniel Tamayo.

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F. Budget Process 2018-19 - Robert Pimentel

- There was discussion regarding how this form was developed.
- A. Bart wants to establish that this will be attached to the worksheet to let everyone know when things are due. This was the reason for holding the workshops and have one in NDC as well.
- B. Thames explained that there are sometimes things that did not make it into the tentative and then the final. She used the example of a scoreboard that was never in the budget, but that this still needs to be included in this process.
- F. Banuelos said that he would like to show the budget, what was spent, and then what was purchased. There should be something recorded that shows 1-time expenditures that show program or area improvements. If a department gets something that they didn't ask for, it should be recorded by the budget committee to indicate that it is happening, and how it happened.
- F. Banuelos wants to establish a process to track, and report out these expenditures and share this will all college governance.

Approval with the knowledge that should the President move the

Motion by Sarah Shepard, second by Anita Bart

Final Resolution: Motion Carries

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3. Program Reviews - Mark Gritton

A. REVIEWS IN DECEMBER & MAY

- M. Gritton said that these will be coming out in Spring. He was under the impression that they are waiting for eLumen.
- K. Cooper explained through email that they are having to start from scratch to reload Curriculum and that this is a huge set back - per F. Banuelos. He feels that the forms and the processes that we have are great and that we need to move forward with our Program Reviews and Outcomes and have everything in a centralized location.
- K. Cooper and her team will work through the break, but that we can move forward.
- M. Gritton said that we have people ready to move forward, so we won't hold this up and we will move forward and not wait.
- S. Barragan asked if this will affect the SLO's and S. Shepard said that we can move forward. Cooper and team will hand key everything in instead of an upload.
- M. Gritton has had the group working on hard copies, so we will just move forward.
- B. Thames asked if the minutes are okay to reflect that the paper versions will move forward in this cycle.

4. Board Policies and Administrative Procedures - Brenda Thames

A. Courtesy Review / Share with Constituents

- Courtesy review. This is first read so these all need to be forwarded out to the Constituency groups.

B. First Reading / Share with Constituents

C. Final Review / Action / Share with Constituents

- Does this reflect feedback, S. Shepard said that she does not agree with this.
- She does not understand the logic. She explained that on page 2 and 3 there are inconsistencies.
- Lifelong learning and self-development is not consistent with our local requirements. We have area E for our local and it does not make since due to this being in direct violation of 40...
- Title V does not include anything about lifelong learning and self-development. She said that curriculum doesn't work this way, it doesn't match the catalog, board policy, etc.
- She also said that it says legally required but she doesn't know what that it is referring to.
- B. Thames said that there may be a requirement to address lifelong learning.
- S. Shepard said that if that is the case then we don't have this as a current requirement to graduate locally.
- She said that transfer does require this, but BP 4100 says that area E is not our preview to determine that it is the Boards decision.
- B. Thames said that there needs to be some cleanup for number 5 and the current board policy.
- S. Shepard said that in the catalog we don't call them 1, 2, 3,4 we call them a, b, c, d. There is an area E - but this local district requirements and these are not lifelong learning.
- R. Pimentel said that AP 4025 is very similar to the catalog, maybe they made an error.
- J. Wanderer said that he believes he knows where the 1st proposal was to add 5 as ethnic studies, this was where the program started. (it should be inclusive in the first 4) he said that now on the revision it came back with 5 as lifelong learning. He believes that there should only be 4 items. Maybe it should be a separate paragraph. When it was ethnic studies it lined up with Title V.
- Senate said that there was some language that they didn't agree with - he will have to send their recommendations. CSU Chancellors Office reads to reflect A through E and he explains that this policy reflects this and not our current...
- Recommendation is to delete 5 due to it not being in Title V and it conflicts with 4500. listen to tape...

Approve with this the above recommendation

Motion by Anita Bart, second by Jeff Wanderer

Final Resolution: Motion Carries

Yea: Brenda Thames, Shaun Bailey, Francisco Banuelos, Kathryn DeFede, Bertha Felix Mata, Mark Gritton, Eric A Mendoza, Cecilio Mora, Robert Pimentel, Andrea R Pulido, Raquel Rodriguez, Sarah Shepard, Daniel Tamayo, Alex J Villalobos, Jeffrey Wanderer, Chris Montoya, Malinali Flood, Zack Soto, Anita Bart, Matthew Magnuson, Terry Brase, Sherry Barragan

This is a very detailed Co-Req. and Prerequisite policy. AP4260

Accepted with no changes

Motion by Sarah Shepard, second by Anita Bart

Final Resolution: Motion Carries

Yea: Brenda Thames, Shaun Bailey, Francisco Banuelos, Kathryn DeFede, Bertha Felix Mata, Mark Gritton, Eric A Mendoza, Cecilio Mora, Robert Pimentel, Andrea R Pulido, Raquel Rodriguez, Sarah Shepard, Daniel Tamayo, Alex J

Villalobos, Jeffrey Wanderer, Chris Montoya, Malinali Flood, Zack Soto, Anita Bart, Matthew Magnuson, Terry Brase, Sherry Barragan

5. Discussion Items

A. New Website Preview - Amber Myrick

- B. Thames said that she believes that this launch was delayed again.
- R Pimentel said that it should be ready to view. per A. M.

B. Accreditation, Research, Institutional Effectiveness and Planning - Kyle Crider

- K. Crider is not present, but he did send the update for the committee to review.
- A. Bart said that she the site he sent out was awesome.
- B. Thames said that it is a Dashboard. This is a result of our council working with him.
- M. Gritton would like Leslie as well.

C. Accreditation Update - Brenda Thames

- S. Sarah said that she did send a note about this and that K. Crider has been added to the committee.
- We have already assigned responsible parties to all the recommendations. She said that we are trying to get our feet under this process and still being responsible for institutional effectiveness.
- F. Banuelos went into some details about the forms and getting this moved forward.
- S. Shepard said that the IEAC Portal site has been cleaned up as well.
- She said that we do have a liaison assigned by ACCJC and they will be helping us. She said that this person will be responsible for picking the next team for the comprehensive visit. She feels that this will be very helpful and that we need to extend an invitation to meet IEAC.
- B. Thames explained that this will help to allocate teams that are better fitted to our college.
- F. Banuelos reached out to Dr. Reynolds and he replied immediately, so he will invite him to meet IEAC.

D. WHCCD Educational Master Plan (September 12, 2017) - Brenda Thames

- D. Tamayo said that the one on our website is very old.
- B. Thames said that we must get this out to all constituents. She said to let K. Rouska know to help get this out to everyone.
- Needs our feedback before January. She would like as much feedback prior to 1st Friday in January.

E. WHCC Educational Master Plan Draft (September 12, 2017) - Brenda Thames

F. WHCCD Facilities Master Plan 2017-21 Draft (September 12, 2017) - Brenda Thames

G. WHCC Governance Structure (Approved by CPC 5.10.17) - Andrea Pulido

6. Informational Items

A. Guided Pathways Assessment - Francisco Banuelos

B. Integrated Plan 2017-2019 & Executive Summary - Robert Pimentel

C. College Administrative Structure Update - Brenda Thames

D. Committee Updates

E. Board of Trustee Meeting

F. WHCC Upcoming Events

7. Other Items

A. TBD

8. Next Meeting

December 8, 2017

9. Adjournment