Call to Order and Introductions

Present: Bob Silverman, Gary Menser, Debra Blanchard, Robert Sewell, Jeffrey Holmes, Cindy Wilson, Mike Smith, Heena Mehra, Bruce Baron, Marion Boenheim, Marianne Tortorici, Bill Greulich, Ginnie Moran and Neil Kelsey (standing in for Don Peavy), Suzie Selby (recorder).

Absent: Arlene Greene

Guest: Michael Butros

1) Approval of the Minutes
   A. August 23, 2007, regular meeting minutes

Minutes will be available for approval at the next meeting, submit changes to Recorder, in the future minutes will be available prior to each meeting.

2) Mission/Vision/Value Paperwork


   Ginnie Moran & Carol Golliher

Draft mission elements & statement, and vision elements were distributed for input/suggestions. During discussion of the vision statement, prepared by Mike, Carol and Ginnie, it was noted that the word “community” is important to keep as we want to continue and strengthen the connection with the community. The community needs to feel they are part of the college vision, which is important to the board members, and to bond issues.

VISION STATEMENT:
Everyone likes version B. The term “lifelong learning” refers to learning that can happen all across the lifespan; every person who can benefit should be able to attend here. Vision should capture all the values and themes. It represents a long term goal and needs to capture the spirit of the Board’s long term direction for the college and needs to be considered along with the mission statement. Additional edits were discussed, with the group unanimously agreeing to the following for a first reading:
We improve the quality of life in the diverse communities we serve through excellence and accessible lifelong learning, leading the way in sustainable intellectual, economic and environmental development.

CORE VALUES:
Discussion revolved around the definition of “core values.” Format should be one word with two or so lines that define what that value for the college. Debbie Blanchard is going to develop the rough draft for core values for discussion at the next meeting.

MISSION:
Discussions lead to Version B as the best choice to refine because the language flowed more easily. Mike Smith is going to refine the Mission Statement and bring to the next meeting for the group to reach consensus as ready for the Board agenda for a 1st reading; we will have a month to finalize it for October.

GOALS:
Ginny Moran will work on drafting about 5 to 7 actionable and measurable goals to implement the mission.
3) **Shared Governance Policy**
   
   **Bob Silverman**
   
   A. Receive input.
   
   - Shared Governance Policy has suffered at this college and we are trying to catch up due to the tight time frame. We will be meeting on a weekly basis to get it completed. What we need is a policy we can take to the Board for 1st reading in October for approval; define membership and structure as much as we can.
   
   - It was unanimously decided to name the shared governance group College Council.
   
   - Bob Silverman asked Debra Blanchard to send the list of the College-Wide Committees and Faculty Senate Committees to Suzie Selby. We need to confirm committees.
   
   - Bob Silverman discussed the need for a process on campus regarding issues such as earthquake, fire, power outage or a gun threat. The President should be notified immediately in any emergency situation with an alternate designee such as PIO or Police Chief. There are no emergency procedures to notify campus groups and/or individuals. One recommendation was to obtain cell phone numbers to reach faculty in their classes. Discussion of directing traffic off campus or a centralized command post. What is our relationship between the college and the police off campus? We need to have a working policy in place.

4) **Budget Message**
   
   **Bob Silverman**
   
   A. Reference
   
   The Annual Budget Message and the Unrestricted Budget spreadsheet were distributed to the group. Bruce Baron reported the highlights of the budget message and the 5 year projection. Overall we have serious budget challenge which will require everyone’s participation to be conservative and careful on their purchasing procedures. The balance budget relies on one time money to allow the college to build enrollment and increase revenue. We need to find strategic ways to achieve our growth goals and fill our vacant positions efficiently. The most important issue is how to recruit students and work to rebuild our enrollment. Also discussed was, hiring two staff members to recruit more students to our college.

   The consensus is, major change to our operations. This is a very hopeful plan and we need everyone’s help, since we are on borrowed time, to turn this college around.

   Also discussed was the hiring of 5 new faculty positions who will be generating the FTES and prioritizing the needs of the college.

   Technology is unstable; we need to support Blackboard, Web Advisor and the Help Desk.

5) **Board Policy 5030 (regarding fees)**
   
   **Bruce Baron**
   
   A. Agree and forward to the Board for approval.
   
   Group reached the consensus to approve for first reading the Board Policy #5030. It complies with our audit report.

6) **Discuss Schedule**
   
   **Open to discussion**
   
   A. Suzie Selby requested suggested times for the weekly meetings and it was agreed that the weekly meetings will be held from 2:00 – 3:00 or 3:30 p.m. A representative of each group will attend or send a designee in their place.

Adjourned at 12:10. Next College Council meeting will be held on Thursday, September 6, 2007 at 2:00 p.m.