



Victor Valley Community College District
COLLEGE COUNCIL MINUTES
WEDNESDAY, JUNE 7, 2017
SAC, ROOM 44-C
2:00 – 4:00P.M.

College Council meetings occur on the 1st & 3rd Wednesday of every month from 2-4p.m. in the Student Activities Center, Room 44-C.

Chair: Jessica Gibbs

Herbert English, Arthur Lopez, Peter Maphumulo, Lisa Maisano K., Leonard Knight, Amy Norris, Tracey Richardson, Kevin Leahy, Raymond Quan, Steve Garcia, Nancy Turner, Trish Ellerson, Melanie S. Jones, Deedee Garcia, Amy Espinoza, Cheryl Elsmore, Virginia Moran, Lynne Glickstein, Cathy Ekpo, Carey Alstadt

Recorder: Victoria Martinelli

Call to Order

Jessica Gibbs called the meeting to order at 2:06pm and introduced the new Dean of Instruction, Distance Education & Library Services, Melanie Jones.

Announcement of items added or deleted to the agenda:

The review of the June 13, 2017 Board of Trustees Agenda was added.

Accreditation Committee was added to the Committee Update section of the agenda.

1) Approval of the Minutes

- a) **Amended April 19, 2017:** It was MSC (Ray Quan/Kevin Leahy), no discussion, non-opposed, minutes adopted.
- b) **May 17, 2017 –** It was MSC (Tracey Richardson/Kevin Leahy) no discussion, Non-opposed, minutes adopted.

2) First Read, Administrative Procedure on Advance Placement ~ Carey Alstadt (Attachment)

The State of California is requiring that all Community Colleges have in place an updated and current Administrative Procedure to outline the process for the awarding of Advance Placement Credit and the updated credit award table. These must be posted on the College Council website before the beginning of the fall term. Academic Senate has already approved the AP. Requesting an immediate passing on the first read.

It was MSC (Ray Quan/Kevin Leahy) to open the item up for discussion.

Cary Alstadt introduced the item and elaborated on the AP. Jessica stated that this had been vetted by the Senate. Carey is asking that the Council approve the item on a first and second read today.

Action: It was MSC (Cheryl Elsmore/Ray Quan) to approve the AP on a first and second read, non-opposed. AP adopted, issue number and post.

3) First Read, Update AP 5055 with Correct Language ~ Carey Alstadt (Attachment)

Requesting confirmation/action to add language to AP 5055 regarding priority registration information which matches the May 3, 2017 College Council approval for the new group. The language is to read as follows: "First Year Student Equity Cohort Groups: UMOJA Carver and Freedom Scholars/Hi Desert Commitment Tracks A and B". The language is to be placed at Block 2B on the priority listing.

It was MSC (Kevin Leahy/Ray Quan) to open the item up for discussion.

Carey Alstadt introduced the item and elaborated. Herbert English, Carey Alstadt, and Jessica Gibbs answered questions.

Action: It was MSC (Trish Ellerson/Cheryl Elsmore) to approve the correct language to AP 5055 on a first and second read, non-opposed, adopted.

4) First Read, IEPI – VVC Target Setting ~ Virginia Moran (Attachment)

Vetting the final documents for IEPI Target Setting for approval as a first and second read as these are due to the Chancellor's office on June 15, 2017.

It was MSC (Deedee Garcia/Art Lopez) to open the item up for discussion.

Jessica Gibbs announced that this is due to the Chancellor's office no later than June 15, 2017. Virginia Moran elaborated on the item.

Virginia Moran and Jessica Gibbs answered questions from the group. Peter provided more information on the approval process.

Action: It was MSC (Trish Ellerson/Robert Sewell) to adopt the IEPI Target Setting on a first and second read, non-opposed, adopted.

(ADDED) Committee Updates

(ADDED) Accreditation Committee: Peter Maphumulo reported that Roger Wagner is on his way to the ACCJC Commission meeting in San Jose as he will be speaking to the committee tomorrow. Peter is going to reconstitute the quality focus essay group.

a) Diversity Committee:

Ray reported that the committee completed 3 action items, listen to tape, 17/18 fiscal year has planned events,

b) Environmental Health & Safety Committee:

Chief Leonard Knight reported the committee met today. Deedee Garcia reported on the emergency notification system and elaborated, timing target is 6 month's due to classes in session, going for board approval tomorrow. Discussed tabletop exercises with the managers, lastly they spoke about public safety month in September, and public safety discussion forums will be in September along with ALICE training. Ray Quan elaborated more on the ALICE training, and highly recommends it, would like to implement for the fall semester, there is a cost. Chief Knight said that these types of training exercises are beneficial for everyone so you know what to do in the event of a terror attack as the attack types are changing. Steve Garcia and the Chief elaborated on the Emergency Notification System. Virginia Moran requested that the public safety forums be held earlier than September, Chief stated that he has held 5 training sessions this year, Chief announced that the forum will be held in August.

c) Facilities Committee:

Steve Garcia reported that the committee met on June 2nd, main topic of discussion was the development of an AP on a process in which the district receives artwork to be placed on campus, and we don't have a process in place for this at this time. The committee is working on the AP and will bring it to this venue for approval. Met with the One Stop architect, coming close to site development within the next 2 to 3 years. Ladies around campus are designing the wayfinding and signage for traffic, wayfinding, interior and the exterior, looking for a Christmas time completion. Still in the One Stop programming phase, this time next year we should be awarding contracts and breaking ground.

d) Finance Budget & Planning Committee:

Deedee Garcia reported that the committee had a special meeting on May 31st to review the tentative budget, offered three workshops and will be presenting it to the board on Tuesday.

e) **Employee Professional Development Committee:**

Amy Norris reported that Lisa Kennedy and herself are co-chairs on the committee, they don't meet during the summer months, approved funding for 16 applicants for professional development, helped organize the training for "All Staff Day" and received positive feedback, they put together "Admin Professional's Day" and had about 65 professionals attend. 2017/2018 goals established to improve services, will be making changes to the website, working on goals and mission statement for the coming year. Had a meeting with Roger Wagner to develop a training calendar. Amy answered questions from the group.

f) **Student Success and Support Committee:**

Carey Alstadt reported that he will be moving into an adjunct position in 3 days. The new student support and success person is Mike McCracken.

g) **Technology Committee:**

Kevin Leahy reported that the committee met, no quorum, spring cycle ends June 1st, waiting on budget numbers. Thanked those who contributed to the survey.

5) Future Meeting Topics:

Add AP 1201 to the next agenda.

Robert Sewell reminded everyone to attend the commencement walk through.

Adjourn:

Jessica Gibbs adjourned the meeting at 3:36pm.