



Victor Valley Community College District
COLLEGE COUNCIL MINUTES
WEDNESDAY, MARCH 15, 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.

Present: Roger Wagner, Lisa Ellis, Harry Bennett, Jessica Gibbs, Tracey Richardson, Pearl Bandringa, Marie Vidana-Barda, Deedee Garcia, Amy Espinoza, Steve Garcia, Claude Oliver, Robert Sewell, Greta Moon, Arthur Lopez, Diane Wollan, Ray Quan, Kevin Leahy, Leonard Knight, Herbert English, Virginia Moran, Peter Maphumulo, Arlene Wadsley, Ronald Graham, Lynne Glickstein, Patricia Ellerson.

Recorder: Jessica Gibbs

Call to Order

Dr. Wagner called the meeting to order at 2pm.

Announcement of items added or deleted to the agenda: None

1) Approval of the Minutes

- a) **February 15, 2017-** approved
- b) **March 1, 2017-** approved

2) Accreditation Update, Standing Agenda Item ~ Peter Maphumulo/Roger Wagner

PM expressed that we can be very happy. The College passed all the previous recommendations from the past self-evaluation. He plans for a celebration for the good work that has been done. There will be a few compliance recommendations that we will need to address. PM will write a proposal for addressing them and constitute a follow-up team. RW would like for these to be addressed immediately. The Transfer Policy document will need to go for BOT approval.

Action:

3) First Read, AP 4050, “Secondary School to Victor Valley College” ~ Lee Bennett (Attachment)

This item is presented to correct “Fully Credentialed” to reflect the accurate phrasing of “Appropriately Credentialed”.

K12 Partners recommended a language change due to the number of different types of credentials possible.

Action: JG motioned to approve on 1st read. LE 2nd. Approved (no opposed).

4) First Read, Revised Administrative Procedure 6400 and Board Policy 6400 ~ Tracey Richardson (Attachment)

Revision reflects what is needed to keep the College in compliance with audit requirements. The timeline is clarified in the AP and the BP.

Action: TR motioned to approve on 1st read. RQ 2nd. Approved (no opposed).

5) First Read, Federal Grant Funds ~ Marie Vidana-Barda

To create an Administrative Procedure for Federal Grants to ensure the District is in compliance with Federal Regulations.

PB explained that this would keep us compliant with federal regulations. No proposed number for the AP yet. The League provides numbers in increments of 10.

Action: Document to return for a 2nd read. Send comments/suggestions to PB or MV-B.

6) Informational/Discussion, Establishing a Planning Committee ~ Peter Maphumulo

PM would like to establish a planning committee similar, perhaps, to the former Institutional Effectiveness Committee (IEC). Possibly resurrect the IEC and review/revise the charge of the committee. This committee would be responsible for reviewing/ revising policy, evaluate institutional effectiveness of processes and manage the Educational Master Plan. The committee would be a shared governance committee.

Action: PM will bring this topic back to College Council after reaching out to constituencies.

7) Informational/Discussion, Revised/Updated Emergency Operation Plan ~ Leonard Knight (Attachment)

Ed Code and the Chancellor's Office require that this plan be updated every 3-5 years. The Environmental Health and Safety Committee met and reviewed the plan.

8) Informational/Discussion, Year-End Purchasing Deadlines ~ Marie Vidana-Barda (Attachment)

Discuss the 16/17 fiscal year-end deadlines and other information related to year-end closing.

MV-B reminded everyone of dates for year-end deadlines. Asked that everyone review their requisitions and encumbrances and contact any vendors to forward invoices to accounts payable or it will end up going into the new year. MV-B can send an "open invoice" report if needed. Reported that the county program was having some accessibility issues that are being addressed. GM asked if training sessions were still being provided and MV-B said she could offer more and would also offer a Q&A session.

9) Committee Updates:

- a) **Accreditation Committee:** Refer to agenda item #1.
- b) **Diversity Committee:** No report.
- c) **Environmental Health & Safety Committee:** No report. The committee meets April 5.
- d) **Facilities Committee:** SG announced that the implementation of 6 gender-neutral bathrooms on main campus and 1 at RPSTC is complete. Locations on main campus are: Buildings 31, 33, CDC, PAC, Auto-Welding, CFIE. CO congratulated the Facilities Committee for being recognized by the ACCJC visiting team for their good work and receiving commendations.
- e) **Finance Budget & Planning Committee:** No report. Recent meeting was cancelled.
- f) **Employee Professional Development Committee:** RW announced that there will be a campus closure on April 13 for All Staff Day supported by this committee.
- g) **Student Success and Support Committee:** GM announced the committee met Feb 16 and will meet again tomorrow. Grade submission deadline was a major topic of discussion. Committee understands that the timeframes are negotiable. Data about timeframes from other colleges was presented to the committee. More info will be brought to College Council next time.
- h) **Technology Committee:** KL announced the committee meets next Thursday and will select a new committee chair.

10) Future Meeting Topics:

VM mentioned that the College needs to adopt IEPI Framework. CO asked for clarification of the IEPI team visit on Mar 21.

Adjourn: Time was not recorded.