Victor Valley Community College District

COLLEGE COUNCIL MINUTES

WEDNESDAY, OCTOBER 17, 2018

SAC, ROOM 44-C

College Council will be meeting in the S*tudent Activities Center, Room 44-C from 2:00p.m. – 4:00p.m.*

**Present:** Roger Wagner, Karen Engelsen, Debbie Peterson, Claude Oliver, Lee Bennett, Kevin Leahy, Hamid Eydgahi, Herbert English, Shawntee Milton, Robert Sewell, Malia Carpenter, Michael Edwards, Cheryl Elsmore, Diane Wollan.

**Recorder:** Michelle Painter

Call to Order: **2:08**

Dr. Wagner called the meeting to order at 2:08 p.m.

Announcement of items added or deleted to the agenda: None

1. Informational/Discussion: Board Policy 6200, Budget Preparation

~ Roger Wagner (Attachment)

Discussion today and will come back for a vote.

Changes to the 4th bullet from “no less than 5%” to “no less than 8%”.

* Kevin inquired how much this will change our practices. Roger stated given the current budget, it will not change anything. The challenge will be to maintain it. If we are going to increase the reserves, now is the time to do it.
* Minimum of 5% reserve is required by the ACCJC for accreditation. State minimum is only 3%.
* Claude expressed concern with the 8% reserve chosen during good financial times, fearing that as times change we will be tied to something we cannot sustain.
* Roger said it is not prudent to hover around the minimum for Accreditation. The gap between revenues and expenditures continues to shrink, leaving no room for error. He feels we should have a cushion bigger than the 5%. VVC is in the bottom 5-8% of community colleges when it comes to our reserves. The revenue protects the district and it protects jobs.
* Claude said a report showed expenditures are going down, and revenues are staying the same or going up, so where is this money going.
* Roger stated if you take our expenses and reserves, add them together and put them against our revenues, reserves have gone down over the past several years.
* Kevin suggested that Shawntee bring a report showing the inflow/outflow over the course of several years to the next college council meeting, that way everyone can look at the same set of facts to discuss.
* OPEB is fully funded.
* Roger’s recommendation is 8% because our reserves continue to go down. He wants the safety net to be a little higher than what the minimum required. Our next 2 years, we use the student driven funding formula and if nothing changes we lose money. The district got 10M from the funding formula to help improve the data elements they measure, but it was consumed to balance our budget. This is the first year we’ve balanced the budget without using the GIC or trust funds. Roger stated we have to be better stewards of the money we have.
* The senate has dissected the new funding formula – there are 2 components tied to student completion/success, etc. We need to track that data.

BRING COMMENTS BACK TO NEXT MEETING. (add to next agenda)

Shawntee will present the 5-year comparison of actuals. Claude asked that it be posted beforehand for them to view (add to next agenda).

* Cheryl Elsmore spoke about part of the money being discussed for the part-time faculty.

1. First Read, AP 1201, Shared Governance Structure and Responsibilities ~ Roger Wagner/Virginia Moran (Attachment)

Action:

Lee commented that the last time this AP was here for a first read, there was a task force comprised of members from college council. The second read was highly redacted and some paragraphs were missing. This was 3 ½ years ago. Lee feels we need a new document looked at by a new taskforce comprised of members of college council. It has been so long, with so many changes.

**Recommendation/Action**: Reconvene the task force to complete the changes submitted by management.

1. Recognition of Successes on Campus

Roger asked for examples of where someone has performed above and beyond for a student.

* Kevin shared new software that was rolled out, that shows what the service desk does and what the student response is. About 85% of the issues are solved by the help desk.
* Roger recognized the amount of work that faculty have put in to AB705 changes.
* Roger recognized folks in his building exuding the caring campus demeanor.
* Kevin said he can feel a “buzz” from the students over the caring campus efforts.
* Debbie recognized Karen for her proactive approach towards language barriers.

1. Committee Updates:
2. Diversity Committee: Meets on the Second and Fourth Tuesday of every month from 10-11am, SAC Quiet Room.

None

1. Environmental Health & Safety Committee: Meets on the first Wednesday of every month from 9-10am, Bldg. 44 (SAC) Quiet Room.

Reminder about the Great Shakeout tomorrow.

Check out Roger’s video regarding the threat situation at the college. They’ve had several meetings. When they were going through the credibility assessment it was already out on social media.

1. Facilities Committee: Meets the third Friday of every month at 1:00pm, Bldg. 10, Board Room.

The One Stop is still scheduled to be completed winter 2019, and ready to occupy when we return from Christmas break.

1. Finance Budget & Planning Committee: Meets on the third Wednesday of every month from 12:00 – 1:30pm, Bldg. 10, Board Room.

Committee didn’t meet. Augmentation presentations will be out no later than Friday.

1. Employee Professional Development Committee: Meets on the Second & Fourth Wednesday of every month from 2:15-3:15p.m., Staff Lounge, Bldg. 10.

N/A

1. Student Success and Support Committee: Meets on the third Thursday of every month from 1:15 – 3:30 p.m., Bldg. 44 (SAC) Quiet Room.

Meeting Thursday

1. Technology Committee: Meets on the second and fourth Thursday of every month from 3:00 – 4:00 pm, Bldg. 10, CFIE Room.

They have 3 APs moving forward. Technology Master Plan is targeted to be done by end of November.

1. Future Meeting Topics:

Shawntee wants to bring the travel policy to the next meeting for first read.

Adjourn:

Dr. Wagner adjourned the meeting at 3:17 p.m. No motion was taken to adjourn the meeting.