

COLUMBIA COLLEGE COUNCIL
RECORD OF MEETING
August 15, 2013, Community Education Room

Committee Members Present: Luisa Adams, Leslie Buckalew, Nancy Bull, Elissa Creighton, Brian DeMoss, Doralyn Foletti, Craig Johnston, John Leamy, Gary Whitfield, Gene Womble, Chris Vitelli

Committee Members Not Present: Melissa Raby, Ted Hamilton

Guest(s): Coni Chavez (recorder)

Recommended for Vote

1. Approval of Minutes for the July 11, 2013 Meeting of the College Council

This item was deferred to the September 6, 2013 meeting

Discussion Items

2. Accreditation Follow-up Report

The Columbia College Accreditation Follow-up Report DRAFT, revised 8/7/13, was distributed to Columbia College Council members prior to the meeting. Chris Vitelli reported that a final review was being done of the evidence supporting cited within the draft. He commended all involved in the development of the document, noting that there have been multiple and widespread opportunities for review by any interested party. The final draft will be forwarded to College Council members for consideration of approval at their September 2013 meeting.

3. Other Item(s)

- FTES Reporting from the AAC: At the July 11, 2013 meeting, Ted Hamilton raised the issue of FTES reporting as it related to Vice President Whitfield's budget report, particularly from the AAC. As a follow-up at this August 15, 2013 meeting, Dr. Buckalew stated that Professor Hamilton had contacted the State, three times, to convey his belief that the YCCD, specifically Columbia College, had misreported FTES collected in the AAC. Further, she went on to state that the 26.78 FTES documented in the AAC in the 2012-13 year were reported, but were unfunded by the state. Interim Vice President Vitelli has been tasked with identifying tutoring center models that will allow the college to report and have funded FTES generation from the AAC. He anticipates being able to begin this process in the fall 2013 with a completion target of spring 2014.

Information Items

4. Website Re-Haul

Coni Chavez reported that as the result of recommendations compiled over the last 1.5 years approximately from the Web Focus Committee, as well as analytical data from our current site, and anticipated future trends, a comprehensive document was developed to guide the re-haul of the college's website. A team was developed to lead the update that included two very talented web developers, one specializing in technology and one in design, Brian Hill, YCCD Web Developer, and Jeribai Tascoe, of recent HGTV acclaim, respectively, with the President's Office serving as project manager. Specific areas of focus were design, content, usability for our student and

prospective student audience, as well as conversion to mobile devices. Using the comprehensive plan to guide the work, a very small advisory committee was formed to provide feedback on various aspects of the project. Committee members were Shawn Jordison, Kathy Sullivan, Anneka Rogers Whitmer, and two students, Matthew Christman (who holds a web design degree from Columbia College) and Edwin Bobrycki. Ms. Chavez demonstrated a mocked-up version of the re-hauled site and presented the navigation map that will be used. Council members provided feedback in many areas. Lastly, the timeline for conversion and go-live date was discussed. It was agreed that the go-live date would be schedule for the end of September, allowing time for additional information to be shared with students and for fall classes to get underway with the least amount of interruption.

5. Facilities Update

Vice President Whitfield reported on the progress of a number of projects and activities related to campus facilities and safety. Among them were:

- Alder Building: The timeline and budget is on track.
- Oak Pavilion: Parking lot had been stripped.
- Manzanita Building: Propane project is complete. Areas will begin to be relocated in the fall semester with the least amount of disruption to students and instruction as possible. A planned power outage will occur on Friday, August 16.
- Redbud Building: Ribbon cutting ceremony is scheduled for Tuesday, September 10 at 3:00 p.m.
- Sequoia Building: Project is moving forward.

6. Budget Update

Vice President Whitfield reported the information contained in the handout below, which was also distributed at the meeting. Of particular note, he added the fact that the Proposition 30 tax will sunset in part in 4 years and in full in 7 years.

Columbia College 2013-2014 Budget Update

The fate of all California Community College's rested on the passing of Proposition 30 on November 6, 2012. Proposition 30 raises the State Income Tax by a quarter of percent for four years and the State Income Tax for earners over \$250,000 for seven years. Columbia College risked a cut of almost \$800,000 if the proposition did not pass.

The proposition did pass and Columbia College is moving forward in the 2013-14 academic year with a restoration augmentation of \$195,510 or an additional 63 FTE's. This will allow the college to increase the classes available to our community. The passage of Proposition 30 has also made it possible for the legislature to increase the funding to several special programs at the college; Extended Opportunity Programs and Services (EOPS), Disabled Students (DSPS), Cal Works Recipients and the Student Success Initiative that will help support students succeeding towards their goals. The increases to those programs for Columbia College are unknown at the moment, but will help by reducing the contribution of the College's general fund made over the years.

Moving forward the College will be aggressive in promoting programs and opportunities available to our community. The College is moving forward with more class offerings in Oakdale and Angels Camp and the return of Community Education.

Columbia College Fund 11 General Fund Target Budget Fiscal Year 2013-14

2012-13 Budget	13,182,611
Less One Time augmentation	(650,000)
Less 2012-13 Encumb Augmentaion	(1,729)
Step/Column Augmentation	75,858
FTE Augmentation	195,510
One-Time Augmentation	650,000
<hr/>	
2013-14 Budget	<u>13,452,250</u>
<hr/>	
FTE Target	2,163

7. Enrollment Update

Chris Vitelli reported a 3% growth target established for Columbia College in the 2013-14 academic year, which puts the target FTES number at 2163 (or roughly 2200). This translates to a fall target at approximately 1050 FTES. It was reported that the final fall 2012 FTES number was 930 and, at the time of this meeting, current enrollments were at 845 FTES. The college's message is that we are able to offer expanded course offerings and we encourage students to choose Columbia College. The importance of customer service in all areas was discussed with the August 14 "X-reg" event cited as an example of providing that service to students. An estimated 250 students were served at X-reg with 175 having taken the assessment test.

8. Constituent Reports/Updates

- a. CSEA – Luisa Adams, CSEA representative, reported that an election had taken place to ratify the agreement and passed. Further, a new CSEA organization President was elected, Michael Billbrae.
- b. Academic Senate – John Leamy, Academic Senate President, reported the annual faculty retreat at Baker Station had been canceled.
- c. Leadership Team Advisory Council – Brian DeMoss, LTAC President, reported the Leadership Team Handbook would be sent to their consistency for feedback
- d. YFA – Gene Womble, YFA representative, reported that negotiations were complete. Negotiations regarding workload will begin again in fall. Additionally, Mr. Womble reported that a CalSTRS workshop will be held on campus on September 12, from 1:00-3:00 p.m. and 3:00 – 5:00 p.m.
- e. Student Senate – Student leaders reported they had recently held a joint retreat with MJC student leadership. Many fall activities were being planned and a master calendar of events will be adopted at their next meeting. Fall meetings will take place on Tuesday from 2:00-3:00 p.m.
- f. Classified Senate – Classified Senate representative, Doralyn Foletti reported the first meeting of the academic year will take place on In-Service Day. This group is looking at developing a master calendar of activities.