

PORTERVILLE COLLEGE
COLLEGE LEARNING COUNCIL

3:00 PM – 5:00 PM • Monday, November 4, 2013 • AC-107

Co-Chairs: Steve Schultz, Susan Lala, Tiffany Haynes

MINUTES

Present:

Lorie Barker, Kim Behrens, La Tisha Carballo, Katherine Carlson, Rosa Carlson, Chris Craig, Erin Cruz, Bret Davis, James Entz, Val Garcia, Richard Goode, Lupe Guillen, Jay Hargis, Bill Henry, Susan Lala, Eric Mendoza, Christopher (Buzz) Piersol, Maria Roman, Steve Schultz, Rickelle Syrdahl, Miles Vega, Ann Marie Wagstaff, Joel Wiens and John Word

Absent:

Craig Britton, Vern Butler, Michael Carley, David Chamberlain, Terry Crewse, Tiffany Haynes, Resa Hess and Arlitha Williams-Harmon

Guest:

Araceli Carranza

I. Call to Order

The meeting was called to order by Mr. Henry at 3:02pm.

II. Adoption of Agenda

Motion was made to approve the agenda.

Motioned: Miles Vega

Seconded: Jay Hargis

Ayes: 16 Nays: 0 Abstentions: 0

Motion: Carried

III. Approval of Minutes

Motion was made to approve the amended minutes from:

October 21, 2013

Motioned: Chris Craig

Seconded: John Word

Ayes: 16 Nays: 0 Abstentions: 0

Motion: Carried

IV. Information/Announcement Items

A. "Eight (8) Keys to Success" in Serving Veterans (1) – Rosa Carlson

Executive Order 13607 was established on April 27, 2012 "to ensure that military and veterans educational benefit programs provide service members, veterans,

spouses, and other family members with the information, support, and protections they deserve.”

“8 keys to Success” have been identified through the collaborative efforts of Veterans Affairs, community colleges, universities and other agencies. These keys to success are:

- Key #1: Create a culture of trust and connectedness across the campus community to promote well-being and success for veterans.
- Key #2: Ensure consistent and sustained support from campus leadership.
- Key #3: Implement an early alert system to ensure all veterans receive academic, career, and financial advice before challenges become overwhelming.
- Key #4: Coordinate and centralize campus efforts for all veterans, together with the creation of a designated space.
- Key #5: Collaborate with local communities and organizations, including government agencies, to align and coordinate various services for veterans.
- Key #6: Utilize a uniform set of data tools to collect and track information on veterans, including demographics, retention and degree completion.
- Key #7: Provide comprehensive professional development for faculty and staff on issues and challenges unique to veterans.
- Key #8: Develop systems that ensure sustainability of effective practices for veterans.

Dr. Carlson stated PC does not have a centralized area for veterans to meet and receive help. She would like to create a center for veterans on campus.

Mr. Schultz has raised \$3,500 from various individuals and groups to help veterans. In addition, he has reached out to community service agencies that are willing to come on campus and supply health and wellness services to veterans. Mr. Schultz recommended starting a veteran’s advisory taskforce; anyone interested in joining please contact him. *Discussion ensued.*

Handout provided.

B. Student Success Act of 2012 Presentation (1) – Val Garcia

Mr. Garcia, Mrs. Carranza and Mrs. Roman gave a presentation on the Student Success Act of 2012. The team went over the goals, recommendations and expectations from the state; reiterating the importance of changing the way PC thinks.

According to the planning and implementation timeline all Community Colleges design plans during the 2013-14 year to meet the goals of the student success act. Student success plans must be submitted to the state by the 2014-15 school year and begin implementation in 2015-16. The formula will determine the amount of money individual colleges receive.

The Student Success Act completion agenda is to double the number of students who by the year 2020 earn a certificate, associate degree or transfer to a four year college or university. *Discussion ensued.*

Handouts provided.

V. Discussion/Action Items

A. Adding "IT Training" to New Faculty Orientation (1) – Rickelle Syrdahl

The IT committee feels it is necessary to include IT training to the new faculty orientation. Dr. Carlson will speak with Mrs. Hess and Mrs. Williams-Harmon regarding the aforementioned addition to faculty and adjunct orientation. Mr. Garcia suggested creating a faculty and adjunct online orientation. *Discussion ensued.*

VI. Subcommittee Reports

A. Budget Committee

All budget worksheets were due to the budget committee Thursday, October 31, 2013. The next step is for the IT director to review all budgets for IT requests. The budgets will then be reviewed by the committee to verify they link to the department's program review and for cost effectiveness.

B. Strategic Planning Committee

The committee spent the last meeting discussing ADT and reviewing and revising the strategic plan.

C. Enrollment Management Committee

D. Grant Oversight/Grant Progress Reports Committee

E. Facility Planning Advisory Committee

Tomorrow the City of Porterville will begin construction of the new bus stop on Main Street and finish the sidewalk by the Science/Math building.

F. Information Technology Committee

The committee is requesting all imagining for the new software for summer. IT will begin testing this spring.

G. Title IX Advisory Committee

Athletics annual title IV report was submitted November 1st. The committee is reviewing the numbers for next year.

H. Marketing & Outreach Committee

Next meeting is November 15th. Mo is looking into purchasing new marketing displays and promotional giveaways.

VII. Other Reports

A. President

ADT will be on campus November 18-19th. November 19th will be just for PC, and there will be workshops and seminars.

Last week, the Accreditation Team, was on campus for the day and interviewed several people. Then the teams from all three campuses met at the district on the following day and discussed centralization/decentralization between the campus and the district. *Discussion ensued.*

B. Accreditation

The accreditation team recommended to Mr. Schultz and Mr. Henry the college pays attention to SLO's prior to the mid-term report visit.

- **Calendar Review**

C. Academic Senate

The Senate and the CCA will meet with divisions to discuss the roll of the Senate, CCA and faculty regarding the institution. The senate recommended going forward with the Math position. It has also been ranking positions and creating a senate calendar. Another revision to the Equivalency Policy has been approved and forwarded to Dr. Carlson.

- **Curriculum**

An updated list of CLR's, 4 year and 6 year course outlines were sent to division chairs and curriculum representatives. Decisions need to be made on those that have/are not meeting the deadline.

The 4 year course outline revisions were due in September.

- **Basic Skills**

- **Student Learning Outcomes**

Mrs. Syrdahl sent Division chairs and SLO representatives a list of course timelines, courses that should have been assessed last year and those courses still needing to be assessed.

- **Distance Education**

D. CCA

Faculty negotiations started in October. CCA is expecting to have the interest-based bargaining training in November or December.

E. CSEA

F. ASPC

Pirate Madness was successful, and today begins Homecoming Week. Six finalists will compete in events over the next three days with the winners announced during the PC's home volleyball game against COS. Following the game, the Homecoming dance will be held in the Cafeteria.

Report provided.

G. Other

VIII. Future Agenda Items

A. Program Review Forms Changes (2) – Michael Carley

B. Mission Statement (3) – Co-chairs (Fall 2013)

C. CLC Membership & Committee Outline (1) – Co-chairs (review/update specific task, etc.)

D. Adding "IT Training" to New Faculty Orientation (2) – Rickelle Syrdahl

IX. Adjournment

Meeting was adjourned at 4:39p.m. by Mr. Henry.