February 13, 2014
3:00 p.m.
Austin Center, Room 177, KTD

Present: Jonathan Eldridge, Acting Chair; Sara McKinnon; Becky Brown, Patricia Seery; Alice Dieli; Nicole Cruz; Eric Sitzenstatter; Laura McCarty; Greg Nelson

Guest: Marian Mermel (ESCOM)

Absent: David Wain Coon, Kristina Combs, Steve Dodson, Rhonda Jones, Steve Petker; Lance Reyes, Cari Torres

1. Agenda
   Approved.

2. Minutes
   The minutes from the 11/14/2013 and 12/5/2013 meetings were approved.

3. President’s Report
   - The group agreed to move the College Council meeting in March to the 6th due to the earlier Board meeting that month.

4. BP/AP Revision Project
   Sara McKinnon and Jonathan Eldridge reported that the changes to these procedures are in response to changes in code and adjust priority enrollment in line with the Student Success Act. The group approved the revisions to the following Administrative Procedures which will go to the Board of Trustees at the February meeting:
   AP 4225 Course Repetition
   AP 4227 Repeatable Course
   AP 4228 Course Repetition – Significant Lapse of Time
   AP 5055 Enrollment Priorities
   AP 5075 Credit Course Adds & Drops

5. Modernization Report
   Laura McCarty reported on the Academic Center noting that the steel is up and the project is progressing well. A “Topping Out” party is tentatively scheduled for March 3 at 1:00 p.m. This is a tradition for new buildings and celebrates the placement of the last piece of steel, painted white, and placement of a flag and a tree on the building. This will be especially meaningful since the building is on the corner and it is the last building to be constructed as part of the bond. Ms. McCarty also reported that the plans for the ADA updates for Fusselman Hall, Learning Resource Center and Student Services project are under review by DSA. The Bond Spending Plan was approved by the Board of Trustees in January and includes the KTD ADA project, Seismic Update at LRC, augments to the IVC reserve and program funds, funds the tear down of the Austin Center and construction of smaller maintenance building. Portable buildings will be removed and the Health Center portable will be moved across from the Student
Services Building. Campus Police and the Sheriff’s office will move to MS-2 in a more centrally located area. The removal of the temporary buildings along College Avenue will also result in additional parking spaces. Kathy will send a link for the Austin Center White paper to Erik Sitzenstatter.

6. **Board of Trustees**

Greg Nelson reviewed the agenda for the upcoming Board meeting, noting there will be staff reports on the Media Center, the Technology Plan and a PG&E Lighting project. There is a proposed change to the Board meeting date in October to the 14th. Trustee Namnath has resigned from the Board. There was a question about whether the Austin name would be used on campus now that the building will be torn down. Mr. Nelson noted that he will bring this to Dr. Coon’s attention.

7. **Constituent Reports**

**ESCOM – Erik Sitzenstatter**
- A MAC and PC have been installed in the Center to encourage emeritus students to learn and use technology.
- The Humiston Reading Lab is complete and Marian is working on a dedication ceremony.
- The IVC expansion has been assigned to a committee.
- They have also distributed scholarships and book credits for students.

**Classified Senate - Alice Dieli**
- The Welcome Back breakfast was attended by approximately 70 people.
- There has been a lot of discussion about recycling, whether we have a program and what it is. The Senate would like to help with it. Mr. Nelson reported that we do not have a formalized program, but that M & O is looking at the Sierra College zero-waste program. In addition to helping the environment, zero-waste also allows us to receive rebates. Will need buy-in from staff and students. Have set a goal to get something in place by the end of the semester.

**Academic Senate – Sara McKinnon**
- Working on changing the auditing policy and related procedure to allow students to audit a class if they have exhausted all repeatability options. The disciplines will determine what courses can be audited and it is up to the instructor to decide if they will accept audits. Audit students may not displace a regular student and do not count for enrollment purposes. The cost will be $15/unit.

There were no reports from ASCOM or the Student Senate as they were delayed in Washington D.C. due to the weather.

8. **Meeting Wrap Up**

Mr. Nelson noted that Fiscal Services and Workforce Development are switching buildings at IVC. He also reported that M & O will be doing a soft launch of an on-line work order system, School Dude, in March with a hard launch in April. The system has the potential to do scheduling and could be used for IT work orders as well. The March Board meeting is at IVC. In response to the recent incident in Lot 13, that lot is now closed after 5:00 p.m.
and lots 11 & 12 are free after 3:00 p.m. A lighting project to update our current parking lot/pathway lights is anticipated to occur in June or July and the community has been notified that lights will now be on 24 hours (when dark) rather than turned off at 11:00 which was previous practice.

9. **Next Meeting**, March 6, 2014, 3:00 p.m., Austin Center 177

10. **Adjournment** – Meeting adjourned at 3:55 p.m.