December 4, 2014, 3:00 p.m. – 4:30 p.m.
Humiston Reading Room, Student Services 146, KTD

Present: David Wain Coon, Sara McKinnon, Becky Brown, Patricia Seery, Marian Mermel, Jonathan Eldridge, Laura McCarty, Christina Leimer; Kathy Joyner (as classified representative)

Absent: Monica Rudolph, Laura Cooper, Emy Bagtas, Greg Nelson, Kristina Combs, Patience James, Kathy Joyner

1. Agenda - The agenda was approved by consensus.

2. Minutes - The minutes from the November 13, 2014 meeting were approved by consensus.

3. President’s Report
   Student Equity Plan – Vice President Eldridge summarized the purpose and content of the Student Equity report noting that it ties with our student success activities and helps to determine negative impact using five student indicators. The plan follows the State template and identifies negative impacts, acknowledges what we are currently doing, what we plan to do and outlines how funds will be used. This is a starting point to meet the State requirements and requires Board approval. The College will track the effectiveness of what we are doing and modify the plan as appropriate based on the data we collect moving forward. There was a comment that there were too many activities and a lot of information was repeated. It was noted that this is a progress plan and that we have flexibility to modify it as we collect more data.

   Mission Statement Update – Dr. Leimer reported that the survey on the College’s Mission Statement was sent to 73 individuals including the Board of Trustees, College Council, PRAC and the Educational Planning Committee and 50 responses were received. The survey data is being reviewed and recommendations will be shared with College Council.

   Spring Flex Week – Dr. Coon shared the At-A-Glance flex schedule noting the diversity of activities and talented presenters. He noted that Convocation will be held on Wednesday and the guest speaker will be Diego Navarro who will present “Closing the Achievement Gap: Measuring and Addressing the Affective Domain.”

   Holiday Party – The Holiday party will take place on December 10 and RSVPs are due today to assist with food and refreshment planning.

4. Modernization Report
   Laura McCarty reported that work on the NAC is progressing and that the crews were able to work inside during some of the rain dates. Work continues on plastering, windows, internal framing and the skylights. Furniture review meetings are being scheduled with staff and the furniture will be demonstrated during flex week in the Student Services building. Furniture will be ordered at the end of January. Work on the LRC seismic upgrade is progressing and is mostly located outside, though the film studio and classes have been relocated. Vice President Nelson reported that the Secure All key system changeover is in progress, starting first with building
entrances/exits and classrooms, then common areas and finally offices. The system provides remote access and is programmable. Ms. McCarty also reported that the IVC ADA improvements at the Pomo Cluster will start in late spring. Police and the UPM office are moving out of TB-1 to Village Square at which time the hazardous material removal on TB-1 will begin and then demolition of that building. MS2 and Austin Center will also be demolished during the Spring Semester. The Sheriff’s Office temporary building will be moved slightly and the Health Center will stay in its current location due to exorbitant cost to move it.

5. Board of Trustees Meeting
Dr. Coon reviewed the agenda for the December 9 Board meeting. During the organizational portion of the meeting new officers will be selected for 2015 and the 2015 meeting calendar will be approved. There will be an update on Advancement activities and the Student Equity Report. The meeting agenda is fairly light, however there is an item requesting that January 2 be designated as a holiday on the agenda for approval.

6. Constituent Reports
Marin Mermel reported that the IVC Emeritus room 10 is expanding into an adjacent space and that Humiston funds are being used to turn that space into a reading room. She thanked Dr. Coon and Vice President Nelson for their help on this project. She presented a sign that can be used at that location which will be passed on to VP Nelson.

Sara McKinnon noted that the Academic Senate was working on a memo regarding long-term planning, commented on the Student Equity plan and gave an update on the UMOJA program.

Kathy Joyner read a report provided by Monica Rudolph. The most recent Classified Senate meeting held on December 2. The agenda included a visit from Susan Rahmen and a student who spoke about unisex bathrooms, a visit from Kristina Combs who spoke about screening committee member requirement of training every two years, and a visit from Derek Levy who presented a short version of the Student Equity Plan draft. The senate also discussed changing the annual welcome back breakfast to the “Spring Break-fast” on February 10 and purchasing gifts for classified retirees.

7. Meeting Wrap-Up
Agenda items for next meeting: EPC Recommendations, Mission Statement

8. Next Meeting – The next meeting is tentatively scheduled for January 15, 3:00 p.m., Emeritus Humiston Reading Room.

9. Adjourn Meeting – Meeting was adjourned at 3:35 p.m.