



**College Council Meeting Minutes**  
**Thursday, September 6, 2007**  
**1:30 to 3:30 p.m. – Building 22, Room 114**

Members present: Juan Arias, Emmanuel Caballero, Linda Hayes, Joan Murphy, Monica Malamud, Anniqua Rana, Katie Townsend-Merino, Ron Trugman, Erica Valencia

Valencia, Terry Watson

Ex-Officio: Thomas Mohr – President, Martin Partlan – Academic Senate President

Members absent: Anahi Chavez, Enequina Chavez, Debbie Joy, Miriam Vazquez

Guests: Aja Butler, Patty Dilko, Sue Eftekhari, Jeanne Gross, Phyllis Lucas-Woods, Marilyn McBride, Anthony Perez, Lesli Sachs, Susan Traynor,

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES OF 5/27/07	Agenda item moved to the next meeting as there was no quorum.	College Council Co-Chairs
2) BUSINESS		
I. Introduction of New Members, Orientation, Co-chair Elections	Members of college council introduced themselves. Orientation deferred until more members present. Co-chair elections not done due to lack of quorum.	College Council Co-Chairs
II. Proposed Strategic Planning Actions	Agenda item moved to the next meeting as there was no quorum.	Thomas Mohr, President
III. Safety overview	Safety and Security falls under the responsibility of the Vice President of Student Services. An All College Meeting on Safety and Security has been scheduled for Monday, October 15 <sup>th</sup> . <u>Safety Committee:</u> Susan Traynor is back as chair of Safety Committee. Susan informed us that the Safety Committee will be meeting on 5 <sup>th</sup> Tuesdays of the month. Building	Phyllis Lucas-Woods, Vice President of Instruction

captains and assistants have been identified for all buildings, but Friday 8 a.m. to 2 p.m. still needs to be staffed for all buildings. Looking at installing more AEDs through Sequoia Healthcare (we currently have only two).

Local Services and campus analyses:

We have an excellent relationship with local Fire and Sheriff's Departments. They have done thorough analyses of our campuses re: they're ability to access buildings in case of emergencies. Disaster Preparedness Day scheduled for Saturday, September 29<sup>th</sup>. More information on this will follow.

District Safety Committee is chaired by Jose Nunez. Jose has started to prepare plans for an emergency drill.

The primary emergency operations center on our campus is located in Building 9, Room154. Alternate facility is Building1, Dance Studio. Second alternate will be the new amphitheatre.

Active Shooter Workshops coming up at CSM Theatre, Sept 17 and Sept 25 at 2:15 and at Skyline on September 18.

Security on campus and buildings:

- ACAMS: Alarms in all access doors in Building 9
- Carillon System is a public address system that can be used in the case of emergencies, as well as a carillon (chimes).
- We have 8 PT officers on our campus.
- FOBS are electronic keys that provide access to Building 9 and rooms in that building.
- Video surveillance system has been installed in Building 9; currently only in test mode, i.e., they're live cameras, but we're not connected to any monitoring system. There are 16 cameras in Building 9. Cameras focus mostly on access, stairs, hallways; there are also cameras recording quad activities. (Much of this has been motivated by the incidents at Virginia Tech, and guided by the recommendations of their report.)

Discussion, questions and concerns:

Questions asked:

- Who is monitoring the images recorded by these cameras? Currently, nobody.
- Who is going to have access to these recordings, and how could they be used? In particular, how do they affect persons' participation in

<p>IV. <b>Basic Skills Task Force</b></p>	<p>activities. Policies on surveillance cameras are currently being developed at the district level; Patty Dilko informed us that DSGC is involved in this.</p> <ul style="list-style-type: none"> <li>• There were questions about placing cameras in other areas that are remote and potentially dangerous, such as 6-12 and 6-13. District intends to place more of these cameras; funding and timeline have not been identified yet.</li> <li>• It was noted that signs should go up right away informing everyone on campus that there are surveillance cameras. Tom Mohr will check on this with the District.</li> <li>• Concerns were raised about individuals' rights to privacy, and the use of camera recordings over time for unintended purposes.</li> <li>• Whose job is it to monitor these images? It's not fair to ask staff to do this. President Mohr responded that this is not the intent of the district.</li> <li>• Personal freedom and security are sometimes conflicting. Suggestion to increase security: emergency phones so that individuals can report emergencies as they occur.</li> </ul> <p>This initiative started with the State Academic Senate's recommendation to increase Math and English graduation requirements. Administrators and Academic Senate together requested funding to the Governing Board. The state allocated money for the Basic Skills Initiative, to be spent over a 2-year period.</p> <p>The goal is to help students who don't have appropriate skills in English (reading and writing), Math, or English as a Second Language be successful in college level courses.</p> <p>Anniqa Rana is in the state-wide training committee. She will be faculty Co-Chair for the Basic Skills Task Force. A group of around 30 enthusiastic faculty/staff/administrators attended the first meeting on Tuesday 4<sup>th</sup>. Meetings will occur on the first and third Tuesday of the month from 2:00 to 4:00 p.m. with the next meeting on September 18. Timeline is to develop plans by the end of Fall 07 and implement by Spring 08. Components to the Basic Skills Initiative are program components, classroom components, and professional development.</p>	<p>Marilyn McBride, Vice President of Instruction</p>
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<p>V. <b>Enrollment Update</b></p>	<p>A brief update on Accreditation was also given that included presenting the 300-page report that resulted after the Accreditation Self-Study. The report has been sent out to the Accrediting Commission. Copies will be distributed around the campus. The report is also available online. Accreditation Visiting Team will be here on Oct 22<sup>nd</sup>. They will give their report on Oct 25<sup>th</sup>. The team will make a recommendation to the Accrediting Commission and we will hear from them later.</p> <p>Vice President McBride acknowledged Alicia Aguirre - Faculty Co-Chair, Thad Fowler - editor (content), and Roberta Chock - editor (publishing)</p> <p>Reviewed with those present:</p> <ul style="list-style-type: none"> <li>• FTES = 1 student enrolled in 15 units of credit for 2 semesters.</li> <li>• WSCH = weekly student contact hours</li> </ul> <p>At Cañada, there is a 4.6% increase in FTES and WSCH when compared to same time in the semester last year.</p> <ul style="list-style-type: none"> <li>• ENROLLMENT = 1 student enrolled in 1 class</li> </ul> <p>Enrollment is up 3.7%. Headcount is up 5.1%.</p> <p>Possible reasons for increases are that our district started one week later than last year and reached out to all households of high school students in the county.</p>	<p>Marilyn McBride, Vice President of Instruction</p>
<p>VI. <b>Building 9 Displays in Common Areas</b></p>	<p>President Mohr proposes that the Art Committee (a subcommittee of the College Council) work together with those who provide services in Building 9 in order to determine what kind of art will be on display inside of the common public areas Building 9. This is a good opportunity to practice shared governance and for people to come together. There is a budget of \$10,000. Some suggestions: Dean’s List, faculty accomplishments, and history of the Butterfield Horse.</p> <p>There is already a committee of Building 9 occupants (Rachel Corrales, Romeo Garcia, and Eliazer, Ayala-Austin) who have identified wall space and come up with preliminary themes for displays.</p> <p>It appears that the Art Committee has not participated in this process. The College Council recommends that Co-Chairs (Bill Morales and Denise Erickson) reconvene the Art Committee.</p>	<p>Thomas Mohr, President</p>
<p>3) PLANNING &amp; BUDGET UPDATE</p>	<p>At yesterday’s meeting, looked at the budget for our campus. We’re in pretty good shape, especially when compared to the other two campuses. Also</p>	<p>Martin Partlan, Academic Senate</p>

	reviewed the proposed Strategic Planning Actions.	President
4) SENATE UPDATES		
Academic Senate	At their first meeting reviewed Basic Skills, Honors Program, and 15-week calendar.	Martin Partlan, Academic Senate President
ASCC	Welcome Back event was a success. Discussed goals for ASCC at their first meeting.	Juan Arias, ASCC President
CLASSIFIED SENATE	Will be having a meeting with officers on September 12 <sup>th</sup> to connect and determine focus for the year. A special election is being held for secretary, due to Ileana Gadea's departure. First regular meeting will be held on September 17 <sup>th</sup> .	Joan Murphy, Classified Senate President
5) DIVISION UPDATES		
Business & Workforce Development & Athletics	Men's soccer won their 1 <sup>st</sup> game. Women's soccer playing 1 <sup>st</sup> home game next week.	Ron Trugman
Humanities & Social Science	Started year with baseball game. At first Division meeting building maintenance issues came up.	Anniqua Rana
Science & Technology	Bond funds approved to remodel Buildings 16 and 18 which will begin finals week this semester.	Martin Partlan
Student Services	Kathy Sammut was hired as fulltime Counselor. Health Center has moved to Building 5. Vision screening on September 12 <sup>th</sup> —please announce.	Lesli Sachs
6) MATTERS OF PUBLIC INTEREST	Arts and Olive Festival on Sunday, October 7 <sup>th</sup> . Need volunteers!	Linda Hayes
7) ADJOURNMENT	Meeting was adjourned at 3:30 p.m.	