

Pierce College

Pierce College Council Minutes

Thursday, June 23, 2016, 2-4 p.m., CSB Conference Room

Members Present: President: Kathleen Burke; **Administration:** Juan Carlos Astorga (proxy), Sheri Berger, Bruce Rosky, Rolf Schleicher; **Academic Senate:** Wendy Bass (Jill Connelly), Lyn Clark; **AFT College Guild:** Beth Benne, Fernando Oleas, Brian Walsh; **AFT Staff Guild:** Henry Chang; **Associated Student Organization:** David Do (Barbara Lombrano); **Local 99:**; **SEIU 721:** Deborah Hefter; **Teamsters 911:** Donna-Mae Villanueva; **Trade Unit:**; **UMCE:** Mofe Doyle; **Work Environment Committee:** Paul Nieman

Members Absent: Administration: Earic Dixon-Peters; **Academic Senate:** Ania Bruzzese, Paula Paggi, Joseph Perret, Joseph Roberson; **AFT College Guild:** Yeprem Davoodian, Patricia Doelitzsch, Brian Gendron; **ASO Treasurer:** Roxanne Keramati; **Local 99:** Rodolfo Covarrubias; **Trade Unit:** Mikel McMillin

Guests: Susan Rhi-Kleinert, Academic Affairs; Curtis Smith, Assessment; Kristine Ayyazyan, Graduation, Mary Anne Gavarra-Oh, Academic Affairs; Oleg Bepalov, Institutional Effectiveness; Wm. David Koehnlein, Academic Affairs; Doreen Clay, Public Relations; Jose Luis Fernandez, Academic Affairs; Ed Cadena, CPT

I. Meeting Openers

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| A. Approval of Agenda | Action | Lyn Clark |
| The agenda was approved as written. | | |
| B. Approval of May 26, 2016, Minutes | Action | Lyn Clark |
| The minutes were approved as written. | | |

II. Reports from College Agencies

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| A. Sheriff's Office | Report | Al Guerrero |
| There was no report. | | |
| B. Bond Construction Projects | Report | Ed Cadena |
| <ul style="list-style-type: none">• North-of-Mall, Phase I - Scheduled completion date is July 15.• Building 800 - Remediation contractor will start on Monday, forecasting 7-10 days of work for the initial removal.• Expanded Automotive Project – Programming of the new space is going well – BUG and Architect are working well.• PE General Project – Contractors are scheduled to complete prior to start of Fall session 2016.• Hort demo (scope includes removing old sheds and the green house) – Project bid June 9 – work to start this summer.• Campus-wide Security Project – A meeting with most stakeholders was held and direction forward was identified. As such we are in scope with | | |

our budget, and scheduled to move forward with the \$2.3M construction budget. \$3M has been set aside for the entire project.

- North-of-Mall, Phase II – The Architect continues to update the plans per the DSA review. The project schedule is forecasting a construction start in Spring 2017.

III. Administrative Reports

Follow-Up on Pending Action Items <i>President's Recommendation Regarding Pierce College Seal Submissions</i> Approve 2016-2017 Resource Prioritization List Approve 2015-2016 PCC Self-Evaluation Approve 2017-2018 Annual Program Plan Template and Rubric Approve Opening Day Date for Fall 2016 Approve 2016-2017 \$15,000 Budget Item for Interpreters for Campus Events Augment PE Athletics Assistant Female Position to 12 months (\$3,500 Annually) Approve \$26,823.46 Restroom Building Rental for Old Performing Arts Tent Facility Approve \$15,000 for STEM Grant Writing Assistance Approve IT Maintenance Schedule for Backups, Bug Fixing, and Validation Testing	Report	Kathleen Burke
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The President indicated that approval was still being sought for one of the seal submissions, and she still has questions about several items on the Resource Prioritization List. All other items submitted to her by PCC from the May meeting were approved.

IV. Standing Committee and Related Reports

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| A. Accreditation Steering Committee Report
The Accreditation Steering Committee did not meet. | Report | Dixon-Peters/Pillado |
| B. ASO Report
Barbara Lombrano, the newly elected ASO President, represented David Do and gave the report. | Report | David Do |
| <ul style="list-style-type: none"> • We are working on a brochure in ASO to enhance student awareness. We are looking at increasing student engagement. • ASO will be active in Go Days. | | |
| C. Budget Committee Report | Report | Campbell/Schleicher |
| <ul style="list-style-type: none"> • The Budget Committee approved the recommended Tech Committee action item RFP which required \$780,000 in funding. The Budget Committee approved the motion through an electronic vote. • The action item to activate Phase 2 of the Information Technology Implementation Plan, as outlined in the Burwood Group IT assessment and in the College's 2016 Accreditation Quality Focus Essay, was approved by the committee for the amount of \$780,000. Votes were | | |

This item was returned to the Budget Committee since it required approval for an amount over \$5,000. All budget items over \$5,000 must first be approved by the Budget Committee before being considered by PCC.

- B. Approve Plan to Improve Phone Communications with Initial Callers Action 35 Angela Belden and Mary Anne Gavarra-Oh

This action item was withdrawn because such a plan is currently under consideration in Administrative Services.

VI. New Business

- A. Phase 2 Information Technology Installation Plan to Improve the College Network Computing Environment at Pierce College Action 36 Rolf Schleicher

Vote was taken: Yes – 14; No: 1; Abstentions: 0

- B. Recommended Ranking of Building Projects for the Potential November Bond Action 37 Paul Nieman

Vote was taken on original ranking: Yes – 1; No: 11; Abstentions: 2
Amended motion, per Kathleen/Sheri:

1. Digital Arts and Media
2. Industrial Technology
3. Horticulture
4. Child Development
5. Applied Technology
6. Student Union
7. Continuing Education
8. Baseball Field
9. Parking Lot (\$24M)

Vote was taken on the amended motion: Yes – 15; No: 0; Abstentions: 0

- C. Establish Task Forces to Implement PCC 2016-2017 Goals for Fall 2016 Semester Information Lyn Clark

- Conduct a meta-evaluation of the college's planning process—including the relationship of all college plans to the Strategic Master Plan—during the Fall 2016 semester.
- Conduct a meta-evaluation of the governance structure during the Fall 2016 semester.
- Evaluate the 2013-2017 Strategic Master Plan during the Fall 2016 semester.

- D. Change in August Meeting Date Information Lyn Clark

The PCC August Meeting date needs to be changed based on the August 25 Opening Day activities, and the PCC Exec August 18 meeting date needs to be changed as this is the same date set for the Leadership Retreat.

Sheri Berger recommended to change the day of the week to Wednesday only for the August meetings. The PCC Exec meeting would be held on

Wednesday, August 17, and the PCC meeting would be held on Wednesday, August 24.

The vote was unanimous in favor of changing the August meeting dates as recommended by Sheri Berger.

Minutes prepared by Julianne Cueva on 7/20/16.

Fall 2016 PCC Schedule of Meetings	
PCC	PCC Exec
Thursday, July 28, 2-4 p.m.	Thursday, July 21, 2-4 p.m.
Wednesday, August 24, 2-4 p.m.	Wednesday, August 17, 2:30-4:30 p.m.
Thursday, September 22, 2-4 p.m.	Thursday, September 15, 2:30-4:30 p.m.
Thursday, October 27, 2-4 p.m.	Thursday, October 20, 2:30-4:30 p.m.
Thursday, November 17, 2:30-4:30 p.m.	Thursday, November 10, 2-4 p.m.
Thursday, December 15, 2:30-4:30 p.m.	Thursday, December 8, 2-4 p.m.
Spring 2017 PCC Schedule of Meetings	
PCC	PCC Exec
Thursday, January 26, 2-4 p.m.	Thursday, January 19, 2-4 p.m.
Thursday, February 23, 2-4 p.m.	Thursday, February 16, 2:30-4:30 p.m.
Thursday, March 23, 2-4 p.m.	Thursday, March 16, 2:30-4:30 p.m.
Thursday, April 27, 2-4 p.m.	Thursday, April 20, 2:30-4:30 p.m.
Thursday, May 25, 2-4 p.m.	Thursday, May 18, 2-4 p.m.
Thursday, June 22, 2-4 p.m.	Thursday, June 15, 2-4 p.m.