

# College Coordinating Council Minutes

2/6/13  
9:30 AM  
President's Conference Room

Meeting called by: Dr. Jackie Fisher      Type of meeting: Regular

Minutes: *Patricia Harris*

Attendees: Dr. Jackie Fisher, Newton Chelette, LaDonna Trimble, Sharon Lowry, Pamela Ford, Maria Clinton, Mazie Brewington, Dr. Vicki Nicholson, Dr. Susan Lowry, and Michelle Hernandez

Absent: Terrance Myers

Meeting was called to order at 9:35 a.m. by Dr. Jackie Fisher

## 1. Approval of Previous Minutes All

**Discussion:**

10/24/12: Approved with correction of meeting date – 10/3/12.

11/7/12: Approved with the correction of one typographical error.

12/5/12: Approved with the removal of Christos Valiotis as being absent, since he is no longer a representative.

1/9/13: Approved with expansion of statement under Accreditation Standard IV item, AP 2510 discussion. It was concurred that the statement should be expanded to include discussion on appropriate language, definition, and establish of consensus. Also, remove the sentence referring to work group under Student Success Act, since a full committee is being formed.

<b>Action:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Approved	All	N/a

## 2. Board of Trustees Regular Meeting – 2/11/13 Dr. Jackie Fisher

**Discussion:**

Dr. Jackie Fisher reviewed the draft Board of Trustees agenda for the February 11, 2013 regular Board meeting. He noted that closed session would be held at 5:30 p.m. in A-140 and will reconvene to public session at 6:30 p.m. in the Board Room. The Board meeting agenda and communications can be viewed on the public web site. There were no objections to the agenda.

<b>Action:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Information only.	N/a	N/a

**3. Proposed Changes in Organizational Structure**

Dr. Jackie Fisher / Newton Chelette

**Discussion:**

It was reported that, pursuant to AP 3100, the Interim Theatre Manager position will now report to the Dean of Visual and Performing Arts, instead of the Facilities Director. This move is in keeping with the academic needs of the college and for smoother scheduling. Permanent position job description is being revised and will go forward to the Strategic Planning and Budget Committee. Ms. Clinton indicated that the item will be brought forward to Academic Senate for their information.

It was reported that, pursuant to AP 3100, the Veterans Affairs/International Student Office Manager position will now report to the Student Activities and Community Outreach Department, in order to better serve the clientele of these programs.

Dr. Fisher noted that the Board of Trustees will be informed of these changes at the February meeting.

**Action:**

N/a

**Person responsible:**

N/a

**Deadline:**

N/a

**4. Student Success Act Implementation**

Newton Chelette

**Discussion:**

The proposed list of members of the newly-formed Student Success Committee was distributed. It was proposed and concurred to add Basic Skills Director and Vice President, Administrative Services as standing members. Dr. Fisher noted that this committee is a combination of the functions Matriculation Committee and the Student Equity Committee, which will be disbanded and it will supersede them both.

**Action:**

Member list approved with addition of Basic Skills Director and Vice President, Administrative Services.

**Person responsible:**

Newton Chelette

**Deadline:**

Immediate

**5. AP 2510 Decision Making**

All

**Discussion:**

Further discussion regarding consensus ensued, and concerns were raised regarding consistency of Strategic Planning and Budget Committee. It was generally that consistent criteria need to be established, together with adequate committee training, and these items will be discussed further at future meetings.

**Action:**

Ongoing.

**Person responsible:**

All

**Deadline:**

N/a

**6. Legal Opinion on Brown Act**

Mazie Brewington

**Discussion:**

Legal opinion by the firm of Liebert, Cassidy, Whitmore regarding Brown Act was reviewed. It was noted that this

opinion reaffirms AP 2510. Discussion ensued regarding the need for ongoing committee training. Ms. Brewington shared that she has been talking with consultant, Dr. Matthew Lee, to discuss the review of AVC's committees, as they relate to communication and the accreditation process. The committee members concurred that this review and/or training should be perused as soon as possible, prior to the recruitment of a new superintendent/president, so that systems will be in place by then for a smooth transition.

<b>Action:</b> Bring back more information and pricing structure to next meeting.	<b>Person responsible:</b> Mazie Brewington	<b>Deadline:</b> March 2013
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**7. Funding for GASB 45 - TABLED**

**8. Addition of Javier Carcano to IT Committee** Dr. Susan Lowry

**Discussion:**  
There was discussion regarding the necessity of adding Javier Carcano's position as Systems Security Administrator to the IT Committee as a voting member. There was no objection to this addition.

<b>Action:</b> Recommend adding Systems Security Administrator as a voting member of IT Committee.	<b>Person responsible:</b> All	<b>Deadline:</b> Immediate
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**9. CAMPUS FAIR USE POLICY - TABLED**

**Group Reports:**

- There were no group reports.

**Next regular meeting date 3/6/13**