

**College Council Meeting
Summary for Tues, June 14, 2005
Room N-5**

Members Present:

Dean Sablan, Raaj Kurapati, Jerry Smith, Glenn Keaton, Severina Ogo, Jim Wedding, Jeanette Villagomez as facilitator and Vera Pangelinan as recorder.

Excused Absent: President Guerrero and Lorraine Cabrera

Anastasia Lynch representing Faculty Senate

NMC Staff: Elsie Halstead

Agenda adopted w/minor changes

Under Old business – item c - change to “Comprehensive Evaluation”

Item g - replace ‘Progress Report’ to ‘Update’

Add under New Business – a) Set 4 & 5 of HR Policies

b) Operational Facilities Usage Policy

Adoption of Meeting Summaries

- a. Meeting of May 24, 2005 – Tabled.
- b. Meeting of May 31, 2005 – Tabled.

Meeting called to order at 1:50 p.m.

Old Business:

- a. **Workloads & Compensation Update** – Dean Sablan said that at the last meeting, the CC members received the final recommendation from Danny Wyatt. He recommends setting up a separate meeting to look over the recommendations so that the members of the College Council can concentrate in getting a final position on this matter.
- b. **Permanent Staff Employment Contract** – Tabled.
- c. **Comprehensive 360 Evaluation** – Elsie said no updates.
- d. **Implementation of Employee Appraisal System** - Elsie Halstead said item is still ongoing.
- e. **Strategic Master Plan Committee** – Dean Sablan said this item is done. He said the President have already appointed new members and they are on their way with their work.
- f. **PBEC Update** - Raaj said the committee met to address the anticipated budget need for the summer adjunct. \$40K will be taken from the current budget level and then tapping out \$70K from the appropriation budget. PBEC did make additional \$40K budget cuts.

g. Pell Grant Progress Report - Jeanette Villagomez said it's more of an update. Jeanette said the college received from Pell Grant batch #2, which includes 3, 4 & 5 in the amount of \$440,561. Amount received is already in the operations account. She said Raaj will be providing the breakdown as to how many refunds going to the students and how much. Latest update, there are 111 incomplete files. 56 files from Batch #7 has already been sent out.

h. HR Policies Set 1&2 - Elsie Halstead said that she is waiting for the College Council to adopt set 1 & 2 of HR Policies.

Motion: Raaj moved to adopt Set 1 & 2 of HR Policies. Dean Sablan seconded. Motion carried.

i. Set 3 of HR Policies – Elsie said set 3 of HR policies was passed out at the last meeting. She awaits the members of the College Council comments and recommendations on set 3 of HR Policies. Discussion was made on said policy. Elsie asked the CC members to forward their comments.

New Business:

a. Set 4 & 5 of HR Policies – Elsie passed out hard copies of set 4 & 5 of HR policies to the CC members. She asked if they could review and forward their comments to her. Dean Sablan recommended to the CC members reviewing set 3 & 4 of HR policies for next week discussion and action.

b. Operational Facilities Usage – Elsie was asked by Al Johnson to hand out the policy to the CC members for their review. Elsie said there is only one word that was changed by the PPRC. Elsie asked the CC members to email Al Johnson their comments. CC members requested to invite Al Johnson to the next CC meeting.

Miscellaneous:

a. Professional Tip – Jeanette gave her professional tip on “I’m Too Sexy For This Job”, which basically is to do your present job to the best of your ability.

Next facilitator is Jerry Smith.

Meeting adjourned at 2:35 p.m.