

**College Council Meeting
Summary for Tues, April 19, 2005
BOR Conference Room**

Present:

President Guerrero, Dean Sablan, Dean Barnes, Duane Sablan, Greg Folta, Glenn Keaton, Raaj Kurapati, Jerry Smith as facilitator and Vera Pangelinan as recorder.

Excused Absent: Lorraine Cabrera

Special Guests: Maryanne Campo

Agenda adopted w/minor changes.

Add under new business – b) Tuition & Fees & c) Comprehensive Evaluations

Add under miscellaneous – d) Board Package Update

Meeting called to order at 1:40 p.m.

Old Business:

Workload & Compensation – Tabled.

Committee Assignments – Tabled.

New Business:

Permanent Contract for Staff – passed out a draft copy of the permanent staff employment contract. Duane gave a brief overview on the proposed changes and inclusion to the employment contract. Proposed draft contract will apply to both probationary and permanent. Council members will review the draft contract presented and then to be discussed at next week meeting.

Tuition & Fees - Glenn asked if there might be a change on the tuition and fees. He asks what's the status. Dean Barnes said there are no changes. Any decision to be made will have to go through the College Council.

Comprehensive Evaluation – Greg asks to follow up on the status of the comprehensive evaluation. Jerry said Danny Wyatt did mention that he had handed over the comprehensive evaluation to HR. Duane said the Staff Senate also has a committee on this, and they will make recommendation to HR. Because HR was not present, Greg asks to invite Elsie Halstead at the next meeting to update the College Council members.

Miscellaneous:

College Council e-Portfolio – Maryanne Campo did a presentation to the members of the College Council on the e-portfolio of an institution as a whole and how to use the e-portfolio to document our process for self-study assessment and evaluation.

Adopted: 05/17/05

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Coffee Connection - An email was sent out by the Spirit Squad saying they do not have sponsors for the remainder of the year. President asks the Deans to seek sponsors from their departments, and then to inform Tanya Songsong.

Board Package Update – passed out to the CC member a copy of March 31st financial statement and a copy of the indirect cost agreement to be presented to the Board. At the last Board meeting, the report presented was for February 28, 2005. As suggested by the President and recommended by the College Council members was providing an updated finance report to the Regents besides the February Report. Raaj reports that we can official say our indirect cost rate for 2001-2003 is 38% applied retroactively and the pre-determined approve indirect cost rate for 2004 is 38%, this is for unrestricted programs; 8% for restricted. Tentative provisional rate for 2005 is 38%.

Raaj reports that during his trip to Washington, DC, he got USDA officials to sign off a letter, a resolution to basically resolve \$300K of questioned cost, which also clears off audit findings, relating to USDA Programs from 2001 to 2003.

Professional Tip - Jerry gave his professional tip on the “Seven Principles for Good Practice in Undergraduate Education” which he had taken from the Internet.

Due to Board meetings on April 26 & 27, next week CC meeting will be postponed and will reconvene on May 3rd. Dean Sablan was chosen to be the next facilitator.

Meeting adjourned at 315 p.m.