I. Call to Order

II. Public Comment
   a. Regarding Items NOT on the Agenda
   b. Regarding Items ON the Agenda

III. Approval of Minutes (12/10/13)

IV. Standing Reports
   a. Budget
   b. Technology
   c. Institutional Planning and Effectiveness
   d. Institutional Program Review
   e. Academic Senate
   f. Student Senate
   g. Implementation Task Force

V. Information Items
   1. Accreditation Update – La Serna
   2. Faculty Position Replacement – Physical Therapy Assistant (PTA) - Carrizosa
   3. Governor’s Proposed Budget – Statton
   4. 1st Read: AP 1200 – Mission – Calvin
   5. 1st Read: BP/AP 2510 – Participation in Local Decision-Making – Calvin
   6. 1st Read: BP/AP 3250 – Institutional Planning – Calvin
   7. 1st Read: BP 3260 – Program Review - Calvin

VI. Action Items
   8. 2nd Read: AP 6250 – Budget Management – Statton
   9. Institution-set Standards – Dr. Ozturk

Members

Administration (4): Eric Mittlestead, John Bratsch, Jonna Schengel, Brent Calvin (co-chair)
Faculty (4): David Hurst, Stephen Tootle, Lisa Greer, Meng Vang
Adjunct Faculty (2): Don Nikkel, Pat Twiford
Classified (4): Donna Robinson, Joanne Barkhurst, Shelli Giles, Steve LaMar (co-chair)
Students (2): Diana Garcia, Danielle Rivera
District Governance Senate Co-Chair Representatives (4): Christine Statton, Tim Hollabaugh, Jennifer Vega La Serna, Cindy DeLain
Superintendent/President, Ex Officio (1): Stan Carrizosa
**Members Present**

Administration: Brent Calvin (co-chair), Jonna Schengel  
Classified: Joanne Barkhurst, Shelli Giles, Donna Robinson, Steve LaMar  
Faculty: Stephen Tootle, Lisa Greer, Meng Vang  
Adjunct Faculty: Don Nikkel, Pat Twiford  
District Governance Senate: Christine Statton (Budget), Tim Hollabaugh (Technology), Jennifer Vega La Serna (Institutional Planning and Effectiveness), Cindy DeLain (Institutional Program Review)  
Students: Diana Garcia  
Superintendent/President: Stan Carrizosa  
Ex Officio: Greg Turner

**Members Absent:** Eric Mittlestead, John Bratsch, David Hurst, Danielle Rivera

I. **Call to Order:** Calvin called the meeting to order at 3:12 p.m.

II. **Public Comment:**

   1. **Items not on the agenda:** Calvin requested to have all mid-year reports turned in to Meghan Tierce by January 31, 2014  
   2. **Items on the agenda:** none

III. **Approval of Minutes:** Hollabaugh moved to approve the minutes from 12/10/13; Robinson seconded and LaMar abstained. Motion carried.

IV. **Standing Reports:**

   a. **Budget Committee:** Statton presented items as listed in the Standing Reports. The committee will finalize above-base budget requests at their February 13th meeting.  
   b. **Technology Committee:** Hollabaugh presented items as listed in the Standing Reports.  
   c. **Institutional Planning and Effectiveness Committee:** La Serna presented items as listed in the Standing Reports. The committee will complete their mid-year report at their February 30th meeting.  
   d. **Institutional Program Review Committee:** DeLain presented items as listed in the Standing Reports.  
   e. **Academic Senate:** Turner presented items as listed in the Standing Reports.  
   f. **Student Senate:** Garcia reported two new members for the Student Senate Executive Board. Student Senate recently hosted “Meet and Greet” on the Visalia campus. Student Senate is currently planning for Club Rush and Club Social, and Lobby Day in Sacramento.  
   g. **Implementation Task Force:** No report. Next meeting is January 29.

V. **Information Items:**

   1. **Accreditation Update** – La Serna talked about the recent presentation to the ACCJC. The commission recognized our hard work over the last several months. They also commended COS for their COS 2.0 branding. A District-wide forum is scheduled for February 10 in Ponderosa to announce the results of our action letter. La Serna presented a brief PowerPoint accreditation update. She reported that the Academic Senate is planning a summit for outcomes and assessments, and the Accreditation Team (formerly the writing team) has begun preparations for the next report. La Serna will be attending an Accreditation Institute next week.

   2. **Faculty Position Replacement – Physical Therapy Assistant (PTA)** – Carrizosa reported that the freeze on the Faculty Obligation Number (FON) has been lifted which will require the District to hire nine (9) new faculty. The District will hire according to the faculty rankings that took place last semester. The PTA position is a replacement position required by the PTA accrediting body and not
part of the nine new faculty to be hired. The Instructional Council approved to support the recruitment of the PTA position replacement. Classified staffing will be reviewed by Senior Management and decisions will not be made until after the Governor’s May revise of the budget.

3. **Governor’s Proposed Budget** – Statton presented a PowerPoint on the Governor’s proposed budget which detailed the highlights of the proposal and its direct effect on COS’ fiscal solvency plan. Discussion followed.

4. **1st Read: AP 1200 – Mission** – Calvin reviewed the changes made to AP 1200. Additional wording changes were made.

5. **1st Read: BP/AP 2510 – Participation in Local Decision-Making** – Carriozoa presented a request from Academic Senate President Dr. Trimble to hold this round of BPs/APs for three readings (or one additional reading) as the Academic Senate has not had sufficient time to review. District Governance Senate will accommodate the request and tabled the readings of BP/AP 2510, BP/AP 3250, and BP 3260.


VI. **Action Items:**

8. **2nd Read: AP 6250 – Budget Management** – Statton reviewed changes made to the AP. Additional changes from among the District Governance Senate were made. La Serna moved to approve AP 6250 with amendments; Schengel seconded. Motion carried by unanimous vote.

9. **Institution-set Standards** – La Serna presented the final recommendations for COS’ institution-set standards. The standards will go into our annual report this year to the ACCJC. La Serna reminded the Senate that the standard is a baseline or minimum standard, not a benchmark. Discussion followed concerning the public’s view and understanding of these standards, and the need to use more common and simplified language. The standards/data are only reported to the ACCJC. Tootle moved to approve the Institution-set Standards; Hollabaugh seconded. Motion carried by unanimous vote.

10. **Master Plan 2015-2025: Proposal from the Institutional Planning and Effectiveness Committee** – Calvin asked for a motion to charge the Institutional Planning and Effectiveness Committee (IPEC) to develop the COS Master Plan 2015-2025, referring to the timeline in the COS Integrated Planning Manual. Hollabaugh motioned to direct the IPEC to develop the COS Master Plan 2015-2025; Statton seconded. Motion carried by unanimous vote.

La Serna announced Greg Turner as the new vice president for the Academic Senate and co-chair of the IPEC. The committee met with Dr. Conrad last week to develop a master plan proposal and table of contents. La Serna and Turner reviewed the proposal which included the purposes of the Master Plan, a table of contents, a timeline and process, a summary of development for chapters 1-4, and strategies for District-wide participation. La Serna also reported the establishment of a Master Plan Task Force which will work under the IPEC. The task force will not be a decision-making body. The task force will make recommendations to IPEC, which will then make recommendations to the District Governance Senate for approval. The Technology Plan will be a three-year plan that will be included in the Strategic Plan, not the 10-year Master Plan. Tootle moved to approve the Master Plan 2015-2025 proposal from the IPEC; DeLain seconded. Motion carried by unanimous vote.

**Adjourned:** 4:35 p.m.