

AVENTURA COLLEGE

Administrative Council Retreat

Zoom

Wednesday, May 19, 2021

Present: Kim Hoffmans (Chair), Jennifer Kalfsbeek-Goetz, Jesus Vega, Anne King, Phillip Briggs, Leticia Rodriguez, Tim Harrison, Gaby Asamsama-Acuña, Lisa Smith, Debbie Newcomb, Orlando De Leon, Grant Jones, Dan Clark, Cathy Bojorquez, Susan Royer, Sebastian Szczebiot, Dan Kumpf, Felicia Dueñas, Jeanine Day, Lynn Wright, Lisa Putnam, Jesus Vega, Jennifer Kalfsbeek-Goetz, Marnie Melendez, Danielle Rodriguez

Absent: Alma Rodriguez, Damien Peña

Recorder: Andrea Rambo

Minutes:

Agenda Item	Summary of Discussion	Action Due & By Whom
Welcome	K. Hoffmans provided the welcome.	
How to be an Antiracist Chapter 14:	F. Dueñas and L. Wright reviewed Chapter 14 on Gender. There was discussion regarding personal experiences with gender bias at the college.	
President District Update	K. Hoffmans mentioned employee vacation accrual will be on the May 25 board meeting for approval to be extended for one more year. She mentioned the college had the final IEPI PRT visit and discussed the summary report from the team.	
Academic Affairs	J. Goetz mentioned the college is preparing for fall 2021, but anticipating changes in guidelines from the CDC. She will host a Town Hall for faculty today to provide an update on planning. L. Wright mentioned the Guided Pathways Committee has processed two rounds of funding requests for work to be done for summer. There is one more round currently open until June 1. Round four will be due on August 2 with a focus on program review.	
Student Affairs	J. Vega mentioned the graduation events scheduled for tomorrow. He is working with Institutional Research to gather lists of students being dropped for non-payment to follow up with them and assist with setting up payment plans and trouble shoot other factors.	

	<p>G. Asamsama-Acuña mentioned Mike Hayden has been hired as an A&R Technician. The deadline to apply for a Pass No Pass for Spring is May 31. She requested feedback on faculty resources listed on the website.</p> <p>M. Melendez mentioned there are counseling sessions organized by CMCs available for students. She reviewed recent hiring's in the Student Services division.</p>	
<p>Business Services</p>	<p>C. Bojorquez mentioned the tentative budget has been submitted to the board and will be presented on Tuesday. There is a May Revise from the Governor. He is increasing the COLA to the colleges from 1.7% to 4.05%, which will result in an increase to the allocation model. There is a proposed 5% increase to SEA and Strong Workforce, and they are extending support for Guided Pathways, and proposing funding for deferred maintenance.</p> <p>O. De Leon mentioned the plexiglass, signage, and touch free sanitizing stations are currently being installed across campus.</p> <p>G. Jones mentioned IT is working to assist employees with connection in their offices to return to work. They are hiring students and Provisionals to assist with the process. They are also working to move the IT offices back to the Science Building. There are 10 smart classroom upgrades in process.</p> <p>S. Royer reviewed the graduation event and encouraged volunteer participation.</p> <p>She mentioned the summer health screening hours start Monday and will be 7:30 am to 4:30 pm through Thursday and 9 am to Noon on Fridays.</p> <p>L. Smith mentioned parking permits will be required for fall for students and employees.</p> <p>J. Day mentioned the new Chrome River module. Procurement Card purchases have already ceased feeding to Banner. There is a training for Admins on Monday. She will be available to train the Administrative Council. T. Cobos will attend the June 2 Administrative Council meeting to provide a training.</p> <p>S. Royer mentioned the participatory governance groups have all had an opportunity to meet with the FMP consultants. There was a Captains' Chat in April, a Town Hall in May, a VCEC event on May 26, as well as a community event. O. De Leon mentioned the consultants are now providing recommendations and feedback. After summer break there will be more information to provide feedback from the participatory governance groups. There was a survey sent out to students that will remain open.</p>	
<p>Academic Senate</p>	<p>D. Clark mentioned the AS Presidents are looking at creating more List B's to not have so many DWECs (equivalency requests). The list would have alternate degree titles that HR could refer to in the screening process. He mentioned the Student Success Committee is working on a list of priorities and will recommend assignments to administrators to take the lead.</p>	

Classified Senate	There was no report due to technology issues.	
Foundation	A.King mentioned the Week of Scholarship Celebrations and provided a link to view student videos. Thank you notes to the donors are going out soon. She mentioned the new CDC guidelines regarding masks has caused confusion at the market place. She mentioned Aurora Loss left two gifts of \$90,000, one to the college and one to the foundation. There is a scholarship for nursing students, and a one-time purchase of medical equipment.	
General Updates		
Adjourn	The meeting adjourned at 10:18 am.	
Next Meeting	June 2, 2021	