The meeting was called to order at 3:03 p.m.

Guests: Irene Malmgren and Rosa Royce.

1. **Review of August 28, 2013, Meeting Notes**
   
   Approved, as written.

2. **Budget Committee Update**

   Rosa Royce reported that the Budget Committee has met since the last update. A copy of the 2013-14 Adopted Budget was provided to Council members. Rosa summarized the Adopted Budget. There is projected to be a little over $2 million shortfall. Rosa stated that a request has been sent to the Governor’s office to request a backfill of the shortfall in redevelopment agency property tax pass through. At the Budget Committee meeting, there was a request go over the Variance Report, specifically on unexpended budget balances. There was also some discussion on the funding to the OPEB Trust and Rosa is looking into that issue. The report for the new Resources Allocation request has been presented to the Budget Committee. Some expenses on that report have been paid for by the restricted lottery funds.

3. **ITAC Update**

   No report given.
4. **Facilities Advisory Committee Update**

Gary Nellesen reported that the Facilities Advisory Committee has met since the last update. Gary distributed a handout that was reviewed by FAC on the Business & Computer Technology Center/LLC & Humanities Building. The FAC has reviewed the schematics of the parking structure, Business & Computer Technology Center, and the LLC & Humanities building. These buildings are projected to be LEED Silver Certified.

5. **IEC Update**

Irene Malmgren reported that the IEC has met since the last update. The Committee is looking at goals and reviewing last year’s comments to begin the process of planning. IEC is also taking into consideration the comments made by employees. They began process of volunteering for the different parts of PIE that each committee member will be reviewing and summarizing. There is also discussion on the type of employee survey to conduct and which questions to ask. The Accreditation Mid-term report is due October 15th and has been already been submitted. There was Council discussion on the difficulty of the PIE format changing after departments have already compiled information in the old format.

6. **ACCJC’s Manual on Substantive Change (Sections 3.1-3.6)**

This item was pulled from the Agenda.

7. **AP 5075 – Course Adds and Drops**

This item was presented for second reading. There was discussion on the Chancellor’s restrictive interpretation of Title 5 and how this change impacts students. Liesel talked about administering a “second day of class test” and the difficulty and challenges her students faced in doing that. Motion, seconded, and not recommended for approval. This item will be presented to the Board for information, with the notification that it was not recommended by PAC.

8. **AP 7135 – Hiring Temporary Special Project Administrators (NEW)**

This AP is being presented for third reading. The four-year length of service has been changed to five years since most of our grants are in five-year cycles. There was some discussion on how this AP would be used. The individual would only be given a one-year contract and informed that the position is funded by grant money. The positions will still go through the regular hiring process. It was recommended to remove the word “Hiring” from the title. Motion, seconded, and carried, with change in title. This item will be presented to the Board for information.
9. **Annual Review of College Committees**

All submitted College Committees were approved, as submitted, with the following exceptions:

**Budget** – There was discussion as to why there is a change to allow one faculty member to be appointed by the Faculty Association. It was decided to keep four faculty, all being appointed by the Academic Senate. Approved, with change.

**Health & Safety Committee** – There was discussion as to the appointment of a “Fire Technology Representative.” Karen Saldana stated that this position will be representing the expertise that position has in emergency preparedness. It was recommended to change that position to “Director, Fire Technology.” Approved, with change.

**Insurance committee** – Pulled for further review by Insurance Committee.

**Outcomes Committee** – Pulled for further review by Outcomes Committee.

**Scholarship Committee** – Pulled for further review by Dr. Scroggins, CSEA, and Academic Senate.

10. **BP/ AP Log Review**

BP/AP log was reviewed.

11. **Other**

The meeting adjourned at 5:00 p.m.

Future Agenda items:

- AP 6700 – Campus Events and Use of Campus Facilities Review (January 2014)
- Formalizing Advisory Committees
- Substantive Change Update (Future Meeting)
- Expanded PAC (Fall 2013)

**FUTURE MEETINGS:**

- September 25, 2013
- October 9, 2013
- October 23, 2013

Typically, meetings are held on the second and fourth Wednesdays of each month, 3:00-4:30 p.m., in the Administration Building, Room 2440.