

College Council Meeting Minutes 11/12/2025

Attendance: Caleb Martin (Chair), Tommy Fuglestad (Vice Chair), Dr. Rachel Solemsaas (Ex Officio), Alissa Agnello, Trish Root, Jacob Skolnick, Justina Rompogren, Jeff Eng, Tina Akinyi, Etzon Gutierrez, Jessica Logan, Maggie Frasier, Tristinn Williams, Ali Al Khuzaim, Amal Al Faiz, Meseret Tesfaye, Casey Saunders, William White (Ex Officio), Arnulfo Ramirez, Sumnima Rai, Neal Parker (Ex Officio), Kristen Burton (Ex Officio), Pete Lortz (Ex Officio), (Guest) Elizabeth Al Khuzaim

Meeting starts at: 3:06PM

- A. Motion to approve the October 15th Minutes brought forward by Justina and seconded by Trish
 - a. No nays, requests to amend, or abstentions; Minutes approved.
- B. Chair report by Caleb
 - a. College Council email account is now active with plan to have it added to the College Council website as a contact point for people who may have questions
 - i. Currently monitored by Caleb and Tommy
 - ii. Idea of using it as a collection system for input from constituents
 - b. Possibility of creating a Task Force to review the Bylaws to ensure they are clear and make sense
- C. Presentation (First reading) on the planned new [Core Themes](#) by Dr. Rachel. The proposal builds on the current core themes and the recommendations of the task force that convened last summer. The proposal clarifies how the core theme with the District Strategic Plan approved by the BOT in Februarys would align to the District Strategic Plan approved by the BOT in Feb 2025.
 - a. Q: When are you hoping to get feedback from the constituency groups and will we get to review prior to presentation? A: Ideally November & December to receive feedback but January is perfectly okay as well. To answer the other question, it's dependent on how each Constituency group would like to receive the data collected for review, given it'll be collected in a variety of methods.
 - b. Q: Would it make sense for each constituency group to synthesize their own data? A: That would be ideal and I (Dr. Rachel) can work with those different groups on that.

- c. Concern about rushing of process in collecting feedback on the new Core Themes
- D. Update on approval timelines for PRFR (Policies, Regulations, and Financial Review) by Neal
 - a. In the process of finalizing the standards with the Executive summary to be completed upon receiving and review of the Finance standards
 - b. Report is due to Accreditation by March 2026; Report to be given to College Council for review & dissemination to Constituents, ideally in December, approve it by February so it can go to the Board [Of Trustees] for February
 - c. Q: What areas does PRFR cover? A: PRFR covers the shared services the District is tasked with providing so things like Financial aid, HR, Finance, Technology, Facilities, Master planning, Library [services]; whereas on the College side, PRFR covers the student services areas of the campus
- E. Presentation on [Overview of Meeting Target Reserves](#) by Dr. Rachel
 - a. Q: When you say set aside for international programs and Running Start, what do you mean by that? A: A percentage of revenue goes to District for International (35%) and Running Start (15%), so North is operating off with the difference to cover the operating costs and direct costs of running these programs. For instance, running start has the costs of staffing directly paid by this program.
 - b. Q: Isn't land an asset where its value increases over time, so why go through the considerations of selling it now? A: Selling assets is a consideration to build fund balance. Fund balance targets rely on cash reserves compared to long-term assets like real property. Other options also include leasing or other ways of generating revenues. Any real property proposals are subject to SBCTC BOT approval.
 - c. Q: Based on this plan it looks like we're directing funds to build an emergency fund, rather than to pay our monthly bills so we're going to have to trim our operating expenses I would assume on a yearly basis; do we already have the beginnings of a plan on how we're going to trim as we redirect funds, or is that a project? A: No, as this is a heads up as we discussed solutions to meet our fiscal goals of 1) living within our means and 2) maintaining prudent level of reserves for FY 27 and beyond.
 - d. Q: Is there any way to ask the Board to recognize long-term held assets as part of our holdings? A: Not particularly as it's also an accreditation matter as well where we need to have liquid assets available like cash for emergency type of situations like the cancelling of Federal Grants this past year. Fund balance and cash reserve are necessary immediate expenses like payroll.

- e. Q: Have you considered a long-term rental agreement for development on the land and then for the land to be given back to the College after a 50+ year lease? A: Yes, for most lease agreements that's how its functioned with 50 year leases usually for the purposes of student housing.
 - f. Q: Are Colleges allowed to invest reserves and use the interest for A: Yes, they are allowed but the interest and associated investments are controlled by the State. The interest does go to the Fund balance
- F. First reading on Budget Task Force by Kristen
- a. Ask out for College Council to reach out and bring in volunteers for the Budget Task Force with Reps from each Constituency group
 - b. Q: Can you include expectations for people who might want to join as well as specific skillsets that would be useful for the Task Forces' purposes? A: Yes, can do.
 - c. Q: Is there a reason it's a nomination process instead of volunteering? A: I'm okay with an open invitation, the nomination process was considered as there weren't many volunteers when it was sent out as an email for last year's Task Force ask.
 - d. Q: Are students allowed to participate on the Budget taskforce? A: There isn't a ban on student participation, but a couple of the reasons against is the students have their own budget to manage and the time commitment is a lot for students to engage in. Etzon will confer about student's representation this year.
- G. Presentation on the [Budget Schedule](#) by Kristen & Dr. Rachel
- H. Motion to end meeting due to time, Caleb motions to end meeting, Jacob seconds
- a. Meeting adjourns at 4:30PM