



COLLEGE COUNCIL MEETING MINUTES

COMMITTEE: COLLEGE COUNCIL

MEETING DATE: January 31, 2018

LOC./TIME: T-850, 2-4pm

ATTENDEES: Tammeil Gilkerson, Vicki Ferguson, Donald Moore, Kevin Wade, Chuen Chan, Eleni Gastis, Evelyn Lord, Jacinda Marshall, Fred Bourgoin, Dolores Bernal, Chungwai Chum, Ann McMurdo, Angela Cherry-Smith, Keith Welch, Peter Brown, Chris Weidenbach, Gary Albury, David Ross, Stephen Corlett, Denise Richardson, Heather Sisneros

ABSENT: Nathaniel Pyle, Robert Tracy, Glenn Pace, William Highsmith, Agustin Rodriguez/Roxana Post, Jacqueline Burgess, Douglass Cobb, Carol Williams

MINUTES: Maisha Jameson

HANDOUTS:

- Meeting Agenda
- College Council Minutes – 12.6.17 Meeting
- Laney College 2018 Midterm Accreditation Report (Draft)
- Resource Allocation Process Recommendation
- Laney College Faculty Prioritization Committee Rankings 2017-18
- Memo – College Council Reporting on Strategic Plan – Jan 31, 2018
- Laney College 2016-2018 Strategic Plan
- College Council Mid-Year Evaluation Results 2017-18
- Laney College Council Adopted Goals 2017-18 Academic Year
- District General Fund Reserve Updates
- Laney College Flex Day Jan 1, 2018 – Shared Governance Town Hall – Q&A

NEXT MEETING: February 7, 2018

Item	Description (Agenda Item and Discussion)	Action Item
I. Welcome & Introductions		
II. Approval of the Council Minutes - December 6, 2017	<ul style="list-style-type: none">• DONALD MOORE CALLED A MOTION TO APPROVE THE DECEMBER 6, 2017 COLLEGE COUNCIL MEETING MINUTES. FRED BOURGOIN SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. ABSTENSIONS (PETER BROWN, VICKI FERGISON & EVELYN LORD).	
III. President's Report	<ul style="list-style-type: none">• Report-back – College President's decisions made on recommendations from previous Council meeting.	<ul style="list-style-type: none">• To hold a Special College Council meeting on



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	<ul style="list-style-type: none">○ President Gilkerson accepted the College Council's recommendation to approve the new program review process/4-yr cycle for staggered comprehensive reviews. This spring a committee will be formed to begin to map out the implementation of the process (the committee will include faculty).○ President Gilkerson accepted the College Council's recommendation to approve the Laney College Integrated Plan. The plan has since been approved by the PCCD Board, and was submitted today to the State. It was noted that the memo from the Faculty Senate (providing the reason they didn't sign-off on the document) was included in the submission.○ President Gilkerson accepted the College Council's recommendation to approve the new Laney College Guided Pathways Institutional Self-Assessment. It has also been submitted to the state.○ President Gilkerson accepted the College Council's recommendation to approve the new date for the Laney College Graduation. The graduation will now be held on Friday, May 25, at 10am. More details will soon be sent out college-wide. It was noted that there is at least one final scheduled at that date/time. President Gilkerson noted that she is hoping that the faculty will make accommodations for any students affected. President Gilkerson asked for the deans to provide encouragement to the faculty within their respective units to do so. Still accepting recommendations for keynote speakers. Please send any suggestions to Gary Albury.• President Gilkerson provided an update on College (staff) recruitments. The DSPS Coordinator, VP of Admin. Services and Director of Technology searches were completed and the final hiring packets were submitted to HR. Hope to have confirmations on these positions soon. Amy Marshall was confirmed as the new Director of Facilities & Operations. The following positions will be re-advertised given that the	<p>February 7, 2018, from 2-3pm</p> <ul style="list-style-type: none">• All of the College's Senates to place the Mid-term Report on their respective meeting agendas before 2/7/18.• Dean Denise Richardson/ALO to attend the Faculty Senate meeting next Tuesday (2/6) to answer questions.• Maisha Jameson to place the Mid-term Report in the College Council Dropbox for this meeting.• To get out another update to the campus community about what we have been doing around infrastructure/facilities.• To discuss enrollment and the funding formula for California community colleges at the regular February Council meeting.• To convene a sub-committee related to the interest in changing the name of Laney College to "Oakland City
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	<p>recruitments resulted in failed searches: VPI, Math Instructor, Kinesiology Instructor/Track Coach, and Photography Instructor. We will also be recruiting for a permanent Associate Dean of Educational Success to replace Jackie Graves.</p> <ul style="list-style-type: none">• Update provided on Budget Development – Last year the College adopted a two-year budget, and given that we received a flat allocation, that 2nd year adopted budget will be submitted as our budget for the 2018-19 fiscal year. It was noted that the District has not sent out a budget development schedule yet.• Update provided that Laney's Accreditation status has been reaffirmed without sanction. The College won't have an official visit until 2021. We will submit our Mid-term Report March 15th. President Gilkerson shared a reminder that the work does not end.• President Gilkerson called a special meeting of the College Council for February 7th, from 2-3pm, to vote on Laney Mid-term Report. All of the College's Senates will also place the Mid-term Report on their respective meeting agendas before then. Dean Denise Richardson/ALO to attend the Faculty Senate meeting next Tuesday to answer questions. Maisha Jameson to place the Mid-term Report in the College Council Dropbox for this meeting.• President Gilkerson provided a status update on facilities and maintenance upgrades. To get out another update to the campus community about what we have been doing around infrastructure.<ul style="list-style-type: none">- Laney Leak remediation in Quad B has been completed. Looking to start on other areas in late spring/summer.- The Laney Facilities Master Plan was approved by the PCCD Board. Considering going out for another bond to fund this work.- There is a major compressor and furnace issue. It's a several million dollar project. Will need to go out for a bond to pay for these larger infrastructure issues as well.○ Holding a Department Chair Retreat this Friday (2/2) to work on scheduling. Need to build a schedule that works to balance our schedule offerings in order to make targets set by the District. The District lowered the Laney productivity target	College".
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	<p>to 17, and a 19,000 (vs. 19.5K) FTES target. The Enrollment Management Committee will take on the more comprehensive work that is required in order to address our enrollment issues. To discuss enrollment and the funding formula for California community colleges at the regular February Council meeting.</p> <ul style="list-style-type: none">• President Gilkerson shared that there is interest and movement building to rename Laney College, “Oakland’s City College”. The president noted that she would like to create a sub-committee charged with exploring the history in this regard, and to do the groundwork required to bring this recommendation back to the Council for review. An institutional name change would need to go through a formal shared governance process. Suggested sub-committee members: Dolores Bernal, Scott Godfrey, Blake Johnson (TBC).• Chungwai Chum provided an update on the District reserves. A high level overview of the audit report was shared. Revenue has dropped, but expenses have remained the same. The District reserves had \$7.8 mill last year, and there was a \$9.6million adjustment (in our favor) that was discovered. Now the District reserves are back up to \$17.4 million (11.3%). It was noted that part of the reserves is money that we don’t own (i.e. student debt receivables).	
IV. Recommendation to Approve the Laney Faculty Prioritization	<ul style="list-style-type: none">• The Faculty Prioritization Committee met and ranked all of the APU/PR requests.• There were 21 positions requested (the ranking was shared with the Council).• The Committee made the decision to go back out to recruit for the 3 positions that had the failed searches (math, photography, kinesiology).• There are 6 positions we believe we can fund right now.• A procedural question was asked...whether the Faculty Prioritization has gone to the Faculty Senate? – Faculty Senate President, Donald Moore noted that it would go to next faculty senate meeting. Concern was expressed that we didn’t consider the retirements first, and automatically include those in the prioritized list. President	<ul style="list-style-type: none">• The College departments will now be notified, and the deans are to work on posting the top 6 prioritized positions for recruitment.• Faculty Prioritization to be presented to the Faculty Senate at their next/upcoming meeting.



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	<p>Gilkerson shared how the new rubrics weighted the retirements higher given that it was a criteria used to rank the positions.</p> <ul style="list-style-type: none"> • It was noted that the Faculty prioritization Committee wants to assess the viability of funding for the categorically funded positions. • DONALD MOORE CALLED A MOTION TO APPROVE THE LANEY FACULTY PRIORITIZATION COMMITTEE'S PROPOSAL FOR FACULTY PRIORITIZATION. PETER BROWN SECONDED THE MOTION. THE MOTION WAS APPROVED. ONE NAY (EVELYN LORD). ABSTENSIONS (CHRIS WEIDENBACH, MARTHA (ANN) MCMURDO & CHUNGWAI CHUM). • The departments will now be notified, and the deans are to work on posting the positions for recruitment. 	
V. Recommendation to Approve the BAC Proposal for New Resource Allocation Process	<ul style="list-style-type: none"> • The Budget Advisory Committee (BAC) has voted and approved to move to a new resource allocation model in the 2019-20 fiscal year. This new model would take 10% from the overall discretionary budget in order to establish a funding pool for chosen projects. To work on a rubric to assess/rank these request. • FRED BOURGOIN CALLED A MOTION TO APPROVE THE BUDGET ADVISORY COMMITTEE'S PROPOSED NEW BUDGET/RESOURCE ALLOCATION PROCESS. MARTHA (ANN) MCMURDO SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. ABSTENSIONS (PETER BROWN, DONALD MOORE AND EVELYN LORD). 	<ul style="list-style-type: none"> • To work on a rubric to assess/rank the requests for funding made through the new funding pool established via the new budget/ resource allocation process.
VI. Laney Strategic Plan 2016-18 Progress Reports	<ul style="list-style-type: none"> • A progress report was presented for Strategic Plan Goal# IV.A.2 – “Branding the Campus as a Hub for Community Engagement and Transformation”. ASLC President Keith Welch reported that the ASLC sponsored Welcome Back Week from January 22-25, 2018 and served fresh food daily, handed out way-finding information (campus maps), lists of current events and DACA information to the students. The ASLC also worked as tour guides for lost students. The ASLC has also planned celebratory and informational/educational events for both Black History Month and Lunar New Year. 	<ul style="list-style-type: none"> • Will soon complete an assessment of the 2016-18 Strategic Plan, and the process we have used to for reporting – to include what is, and is not, working. Will be soliciting feedback from the campus community so that all can share



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	<ul style="list-style-type: none"> President Gilkerson noted that we will soon complete an assessment of the 2016-18 Strategic Plan, and the process we have used to for reporting – to include what is, and is not, working. Will be soliciting feedback from the campus community so that all can share what work they are doing in their respective departments/units towards our strategic plan/goals. Will need to eventually generate a final report-out on the completion of this strategic plan. 	<p>what work they are doing in their respective departments/units towards our strategic plan/goals. Will need to eventually generate a final report-out on the completion of this strategic plan.</p>
VII. Update on 2018-24 Strategic Plan	<ul style="list-style-type: none"> President Gilkerson provided a brief update on the update on 2018-24 Strategic Plan. Feedback has been received via the survey that went out to the College community related to the proposed goals and objectives for the new strategic plan. Also, the Institutional Effectiveness Committee (IEC) met with the consultants facilitating our strategic planning process, and they will be meeting again to make adjustments to the goals & objectives. The final goals and objectives are to first be approved by the IEC, and will then come to College Council in late February. 	<ul style="list-style-type: none"> The final goals and objectives are to first be approved by the IEC, and will then come to College Council in late February.
VIII. Mid-Year College Council Evaluation	<ul style="list-style-type: none"> A summary of the results from the College Council Mid-Year Evaluation Survey was provided. All were encouraged to think about strategies to make things better (per the feedback) and bring those ideas back to the next College Council meeting. Some suggestions for improvement were shared. They included the following: <ul style="list-style-type: none"> Make sure that the College Council agendas and minutes are posted online once they are approved by the Council. To send out the document submission calendar after each meeting as a reminder. To make it a point to always have a later January/early February Council meeting. Consider placing a power-strip in the middle of the room given the need for members to charge their laptops during the meeting. Dolores Bernal to create a map of our shared governance committees. If anyone needs Wordpress training, Dolores Bernal will be doing and` on a one-on-one basis. There was a suggestion to take a group picture for the 	<ul style="list-style-type: none"> All to think about strategies to make things better (per the feedback) and bring those ideas back to the next College Council meeting. Dolores Bernal to create a map of our shared governance committees. To take a group picture for the College Council webpage.



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	College Council webpage.	
IX. College Council 2017-18 Goals Sub-Committee	<ul style="list-style-type: none"> Chris Weidenbach provided an update on the Shared Governance Workshop held at Flex Day. Has received positive feedback. A hand-out consolidating the feedback received from the session was shared. It was noted that it makes a big difference when folks understand how things are getting done and decided. Still have a lot of work to do to encourage participation in shared governance and shared governance leadership. 	•
X. Around the Table Updates	<ul style="list-style-type: none"> Please check out the activities going on for Black History Month. In the Library on 2/20, there will be an African American Literature Read-In – All were encouraged to participate. Dolores Bernal is looking for ideas for the next January/February newsletter. Asked all to send feedback on classified, faculty and students who should be recognized. “Tuesdays with Tammeil” to commence in February. This will be an opportunity for the President to have conversations with members of the campus community. It will be akin to open office hours. If you’ve ever wanted to “drop-in” to speak with the president, this is the time to do it. Chris Weidenbach shared that the Professional Development committee now has a vacancy in all constituent areas (classified, faculty, management). To send an email to the shared governance leads to make their respective appointments. 	<ul style="list-style-type: none"> Chris Weidenbach to send an email to the shared governance leads to make their respective appointments to the Professional Development Committee.
XI. Meeting Adjournment	<ul style="list-style-type: none"> ELENI GASTIS CALLED A MOTION TO ADJOURN THE MEETING. DOLORES BERNAL SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 	

Meeting Adjourned 3:20 pm.