



COLLEGE COUNCIL MEETING MINUTES FINAL

COMMITTEE: COLLEGE COUNCIL

MEETING DATE: May 16, 2018

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

ATTENDEES: Tammeil Gilkerson, Vicki Ferguson, Donald Moore, Denise Richardson, Chris Weidenbach, Rupinder Bhatia, Robert Tracy, Keith Welch, Chungwai Chum, Derek Pinto, Martha (Ann) McMurdo, Kevin Wade, Fred Bourgoin, Chuen Chan, Roxana Post, David Ross, Peter Brown, Antoine Mehoulley, Evelyn Lord, Jacqueline Burgess, Pinar Alscher, Heather Sisneros, Amy Marshall, Stephen Corlett, Max Bernal, Gary Albury, Angela Cherry-Smith

MINUTES: Maisha Jameson

HANDOUTS:

- Meeting Agenda - Revised
- College Council Minutes – 4.18.18 Meeting
- College Council 2018-19 Document Submission Calendar
- College Council 2018-19 Schedule- DRAFT as of 5-16-2018
- College Council Goals 2018-19 - PROPOSED DRAFT as of 5.16.18
- College Council Master Calendar for 2018-19 - PROPOSED DRAFT as of 5.16.18
- College Council Meeting Minutes 4-18-2018- to be approved
- Governors May Revise Budget Presentation - May2018
- Institutional Effectiveness Committee Charge - PROPOSED DRAFT as of 5.16.18
- Laney College 2016-18 Strategic Plan -REPORTING MATRIX - as of April 2018
- Memo - Reporting on the Strategic Plan - 5.2018
- Recommendation for Revision of Mission/Values Statement
- Spring Fling Flyer
- Term Limit Recommendation to College Council
- Timeline for Program Review (Updated from IEC Mtg.)
- 2017-18 Year-End Report for College Council
- Shared Governance Committee Evaluation Survey Summary Reports
- PCCD Sustainability and Resiliency Master Plan (SRMP)

NEXT MEETING: September 19, 2018

Item	Description (Agenda Item and Discussion)	Action Item
I. Welcome/Introductions and Agenda Approval	<ul style="list-style-type: none">• DONALD MOORE CALLED A MOTION TO APPROVE THE REVISED AGENDA FOR THE MAY 16, 2018 COLLEGE COUNCIL MEETING. JACQUELINE BURGESS	



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	SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	
II. Approval of the Council Minutes - April 18, 2018	<ul style="list-style-type: none"> DONALD MOORE CALLED A MOTION TO APPROVE THE APRIL 18, 2018 COLLEGE COUNCIL MEETING MINUTES. JACQUELINE BUGESS SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 	
III. Resource Conversation Wrap-up with Sharon Cornu	<ul style="list-style-type: none"> Sharon Cornu joined the Council to provide a wrap-up presentation on the Resource Conversations that were held with all of the College constituents earlier in the spring. In summary, there were 860 ideas/recommendations provided from all of the Peralta Colleges. Sharon Cornu shared a Powerpoint presentation summarizing the findings. The questions were asked, where would the results go? And how would they be addressed? Sharon Cornu responded that the results would be shared with relevant departments and committees –ex. facilities resource needs and recommendations would be shared with the Facilities Departments and Facilities Committees. Recommendations or needs related to training & development will take some further conversation. 	
IV. Recommendation to Approve the Proposed Change to the Institutional Effectiveness Committee's (IEC) Charge & Membership	<ul style="list-style-type: none"> The IEC presented proposed changes to the membership and charge of the committee. One of the main proposed additions to the IEC's charge included the facilitation of the College's program review process and the program review validation. The President provided a summary of the changes and the reasoning behind them. ROBERT TRACY CALLED A MOTION TO APPROVE THE PROPOSED CHANGES TO THE INSTITUTIONAL EFFECTIVENESS COMMITTEE'S (IEC'S) MISSION AND MEMBERSHIP. FRED BOURGOIN SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 	
V. Recommendation to Approve the Laney College Council Master Calendar	<ul style="list-style-type: none"> President Gilkerson provided a summary of, and shared the purpose for, the Master Calendar for College Council, and presented it for approval by the Council. FRED BOURGOIN CALLED A MOTION TO APPROVE 	



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	THE PROPOSED COLLEGE COUNCIL MASTER CALENDAR FOR 2018-19. ROBERT TRACY SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	
VI. Recommendation to Approve a Change to the New Laney College Values	<ul style="list-style-type: none">• President Gilkerson provided context as to why it was necessary to change the new Laney College Values. As brought to the Council's attention at a previous meeting, there are guidelines set forth by the Accrediting Commission, outlining certain information that is to be included within the core beliefs of the college (i.e. Mission, Vision, Values).• In order to comply with the accreditation standards as it relates to the College's mission requirements, Laney's Institutional Effectiveness Committee recommended to include the required language within the Values statement.• President Gilkerson made a recommendation to the IEC to add language to the Values statement as follows: "Accountability: We are individually and collectively responsible for achieving the highest levels of performance in helping students require the necessary skills and abilities to earn associate degrees, certificates, transfer, and career preparation fulfilling our mission. We continually evaluate ourselves in an effort to improve our effectiveness and efficiency in meeting the educational needs of our community."• The proposed change was shared with the group, and the various options were discussed.• PETER BROWN CALLED A MOTION TO APPROVE THE PROPOSED CHANGES TO THE LANEY COLLEGE VALUES STATEMENT. ROBERT TRACY SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	
VII. Recommendation to Institute Term Limits for Shared Governance Committees	<ul style="list-style-type: none">• On behalf of all of the senate leads, Faculty Senate President Donald Moore presented the recommendation that membership term limits of two years be instituted for all shared governance committees.• The following qualifications for this proposal were also shared:<ul style="list-style-type: none">○ The existence of term limits does not mean that people can't be reappointed, yet it allows for the institution of some staggering. This will also allow for the Senate Presidents to know what appointments they need to	<ul style="list-style-type: none">• To get together a Taskforce to work over the summer on updating the PGOM Manual.



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	<p>make each year.</p> <ul style="list-style-type: none">○ This change would go into effect for the 2018-19 fiscal year and applies to all committee members that are not based on position held.○ Committees can bring a rationale for their reasoning as to why their committee's term limits should be extended. This rationale and recommendation would need to be brought back to the College Council for review.○ The incomplete status of the Participatory Governance Organizational Manual (PGOM) was noted. <ul style="list-style-type: none">• Aside from providing more structure and organization, the intent of this recommendation is to open up more slots for participation.• It was asked whether there was anything in writing that stated that particular committees could only be chaired by faculty? If not, it was asked for the College to consider this in the future. It was noted that the chairs of some committees are determined by contract (i.e. Professional Development). It was asked for this to be brought back to the Council for further exploration and discussion. It was noted that we first need to identify which committees that this change can actually be made to.• It was noted that the following clarification be made to this recommendation → It is being proposed that there be "appointments" for 2 years (at a time) vs. term limits.• It was affirmed that part-time faculty can participate in leadership roles.• It was proposed that the College work to make official – i.e. develop a policy related to – the allowance of classified to participate in shared governance committees and leadership. It was noted that the Classified Senate is working on a recommendation to present to the Peralta Classified Senate, and the plan is to ultimately have it written into the contract(s). Working now to gather support from College leadership.• It was recommended that the shared governance leads get together and bring a proposal back to the College Council in the fall.• It was noted that this inclusiveness would represent our mission and values in action, and provide a model for our students.• It was noted that it would be helpful to list who appoints	
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	<p>the various college committee members for each committee.</p> <ul style="list-style-type: none">• It was noted that it would be helpful to maintain a master list of shared governance membership and terms.• To get together a Taskforce to work over the summer on updating the PGOM Manual. (Interested members: Fred Bourgoin, Stephen Corlett, Chris Weidenbach, Robert Tracy, Pinar Alscher, Tammeil Gilkerson, Maisha Jameson)• JACQUELINE BURGESS CALLED A MOTION TO APPROVE THE PROPOSAL TO INSTITUTE A LIMIT OF TWO YEAR APPOINTMENTS (AT A TIME) TO ALL SHARED GOVERNANCE COMMITTEES. ROBERT TRACY SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	
VIII. Laney Strategic Plan 2016-18 Progress Reports	<ul style="list-style-type: none">• Goal III.B.1 – Transform all existing classrooms without technology into smart classrooms.• Rupinder Bhatia provided this update. Phase 1 started in fall 2017 and 65 classrooms were updated with smart technology. Phase 2 is to equip the remaining 70 classrooms with smart technology. The College is currently working with district purchasing to get out another RFP to identify a contractor to begin the work. A walk-through was done with possible vendors, yet the date for the initial RFP is closed, and there have been no responses thus far. The District will now have to go back out and re-advertise. All vendors will have to come back to walk the campus again. May consider doing a piggy-back contract with one of our existing vendors. Legal is looking into our ability to do this. The hope is for Phase 2 of this project to go to the June Board Meeting. The timeline is to start in summer and go through the fall (including working at night).• There was a recommendation to split-up the bid into two smaller bids in order to get more responses.• Positive feedback was shared on how Phase 1 was handled.• Update provided on Overall Goal#3 → Make all facilities clean, safe, functioning, well-equipped and attractive). The College has added (and hired for) two new full-time custodial positions for Laney College. Also hired a Facilities Director to help move these projects along.	



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	<ul style="list-style-type: none"> • Additionally, there are now service signs in each of the restrooms on campus, including a number to contact when a restroom is in need of servicing. Within an hour the restrooms are to be serviced. • The smart classroom technology includes phones, and hence now we have phones in each classroom, which will also be able to serve as an intercom system for better safety in the future. • Keyless door entry system currently being implemented. • Goal IV.A.1 – Institute a Laney Day/Eagle Week (wear green that day) that includes cultural events and a budget for “Speaker Series” • ASLC & Student Services office provided a report on overall Goal IV “Build a culture of success, innovation, belonging and pride. Objection: Create traditions that harvest diversity on campus and integrate ethnic group belonging. → Together the Office of Student Activities, Associated Students, and Faculty hosted events that were diverse, showed school pride and celebrated the many cultures that make up our community. These events included: Black History Month full of events, Women’s History Month, Chinese New Year Celebration, Fall & Spring Welcome Back Week, LatinX History Month, Laney Pride Day for graduates, Thanksgiving Feast, Mardi Gras Celebration, and a Teach-In Workshop Series on the “Poor People’s Campaign” (3 days of topics discussion in the Teach-Ins and 40 days of protects). Held Laney’s first National Coming-Out Day, and currently working to start a LGBTQ Club on campus. Secured the gender neutral restrooms signage. Instituted the ability for staff and students to use their chosen names. 	
IX. Year-End Assessment of College Council	<ul style="list-style-type: none"> • A brief summary was provided on the results of the Year-End Assessment of College Council for the 2017-18 academic year. • 17 Council members responded. • Overall the results showed a fairly good assessment of this committee’s work over this past year. • Some of the responses were shared. • A Year-End Report – noting all of the recommendations that were sent through the Council – was shared. This report documented all of the work that the College Council completed this year. 	



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X. College Council Goals for 2018-19	<ul style="list-style-type: none"> • The proposed goals were informed by the spring 2018 semester assessment/evaluation of the College Council for the 2017-18 year, plus one goal that is a carryover of a goal that was not met during the current academic year. • President Gilkerson shared the proposed goals as a starting point for discussion regarding the Council's development of goals for the 2018-19 academic year. All were asked to provide feedback so that the Council can vote on the new goals at the first Council meeting of the next academic year. • It was suggested that we add the updating and maintenance of the College Council website as a goal for the next year. 	<ul style="list-style-type: none"> • All were asked to provide feedback on the College Council Goals for the 2018-19 academic year so that the Council can vote on the new goals at the first Council meeting of the next academic year.
XI. Implementation of New Program Review Process	<ul style="list-style-type: none"> • President Gilkerson shared the timeline for the new Program Review process and spoke to how this would work. • All Program Reviews & Annual Program Updates are due in December. The IEC will be the body to validate them so that resource allocation can be completed by March. 	
XII. BUDGET PRESENTATION	<ul style="list-style-type: none"> • A presentation was provided on the expected effects of the new funding formula on Laney College. The new funding formula is comprised of: <ul style="list-style-type: none"> ○ 60% Base Allocation Grant (base credit rate with COLA FY 2018-19 = \$3,024) ○ 20% Supplemental Grant – referred to as the “Equity Allocation” – (points for Pell Grant and AB540 students). Rates are calculated for the next year based on your rates and numbers from the previous year. (supplemental rate per point FY 2018-19 = \$1,526...beginning FY 2019-20, based on 2018-19 rates) ○ 20% Student Success Incentive Grant – This is a point-based metric that is determined annually. It is based on the prior year, and your average over 3 years. 40% of our funding will now be essentially performance based funding. Broken into Success Metrics (15%) and Success Equity Metric (5%)/Pell Grant recipients. (Beginning in FY 2019-20, based on FY 2018-19 rates.) • This is different from how we are currently funded, i.e. fully based on FTES. Used to get about \$5,000/FTES. So this change would be a lower base rate per student as well. • It was noted that we should incorporate something aligned 	<ul style="list-style-type: none"> • Tammeil Gilkerson to make sure that the link to the full funding allocation spreadsheet is sent out to everyone.



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to the formula within our BAM allocation model.

- The only increases in the new funding formula are for COLA and Growth (in enrollment).
- This new funding formula will begin being implemented starting in Summer 2019 (2019-20 AY)
- President Gilkerson summarized how the success metrics and allocation of points is calculated.
- Need to ensure that we are doing the work in order to make sure that our students are set-up to succeed. For example, we need better onboarding and better enrollment management. Need wrap around services to ensure that students are successful. Need to determine how to maximize our resources to provide what students need. What are we doing with the funding to ensure we foster success? Some of this comes down to curriculum. We have stand-alone courses. Can we create certificates for these stand-alone courses? We have some ADTs where we aren't offering the 2nd semester courses needed to graduate. This is a barrier to growing our success rates.
- Transition Timeline for Funding Formula – We have an estimated 2 years that where we will be held harmless (and continue to be funded at the 2017-18 rate), and then will have about 6 months to come up with an implementation plan to maximize our funding.
- There will also be a consolidation of categorical programs...SSSP, BSI, Equity- all one single program.
- There is also a reduction in the deferred maintenance and instructional equipment provision from the original budget. This amount is in direct correlation to the "hold harmless" allowance.
- COLA increase in base funding is going to happen to categorical programs as well.
- President Gilkerson provided a brief summary of the approximate forecasted numbers for Laney College's (draft) allocation/ supplemental/ student success. It was noted that there may be some adjustment to this given that there has been talk about us having to repay some of our allocation (approx. 3000 FTES).
- It was noted that the CA Senate budget committee on education voted against this new funding formula today. That's a start.
- We need to think about our advocacy for BAM allocation to the District. An argument for equity may be warranted



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	<p>and appropriate given that our population is different from COA's & Merritt's.</p> <ul style="list-style-type: none">• Tammeil Gilkerson to make sure that the link to the full funding allocation spreadsheet is sent out to everyone.• Discussion ensued about the responsibility of the College and District shared governance groups to ensure that the District is allocating and spending appropriately. It was discussed how important is it for those who are informed on matters to share information with your constituency groups. Knowledge is power. We need to be thinking strategically and looking at where we want to/need to be three years from now. How do we work as a District to provide what is in demand? Need to begin thinking of coordinated scheduling.	
XIII. Meeting Adjournment	<ul style="list-style-type: none">• DONALD MOORE CALLED A MOTION TO APPROVE THE ADJOURNMENT OF THE MAY 16TH, 2018 COLLEGE COUNCIL MEETING. JACQUELINE BURGESS SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	

Meeting Adjourned 4:00 pm.