



**Wednesday, April 15, 2020  
College Council**

**2:00 - 4:00 PM**  
**Room: T-850**

## **1. WELCOME & AGENDA APPROVAL**

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**Subject**                    **1.1 Agenda Approval - Presenter: President Gilkerson (5 minutes)**

Meeting                    Apr 15, 2020 - College Council

Category                    1. WELCOME & AGENDA APPROVAL

Access                      Public

Type                        PROCEDURAL

### **BACKGROUND / SUMMARY**

College Council Agenda for the April 15, 2020 meeting to be approved for use.

File Attachments  
[College Council Agenda - 4.15.2020 - Final.pdf \(95 KB\)](#)

## **2. PRESIDENT'S REPORT**

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**Subject**                    **2.1 President's Report back - Final Decisions on Recommendations from the Previous College Council Meeting - Presenter: President Gilkerson (5 minutes)**

Meeting                    Apr 15, 2020 - College Council

Category                    2. PRESIDENT'S REPORT

Access                      Public

Type                        PROCEDURAL

Goals                        [Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making](#)

### **College President's Final Decisions on Recommendations from the Previous College Council Meeting**

1. Final Decision on the Council's Recommendation to Approve the Laney College IELM Resource Re-Prioritization for FY 2019-20
2. Final Decision on the Council's Recommendation to Approve the Laney College Tentative Discretionary Budget for FY 2020-21

**Subject**                    **2.2 General Announcements - Presenter: President Gilkerson (10 minutes)**

Meeting                    Apr 15, 2020 - College Council

Category                    2. PRESIDENT'S REPORT

Access Public  
 Type PROCEDURAL

### **BACKGROUND / SUMMARY**

The College President will share general announcements with the College Council.

## **3. MINUTES**

**Subject** 3.1 Approval of the March 4, 2020 College Council Meeting Minutes - Presenter: President Gilkerson (5 minutes)

Meeting Apr 15, 2020 - College Council

Category 3. MINUTES

Access Public

Type MINUTES

Goals Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making

### **BACKGROUND / SUMMARY**

Draft minutes from the March 4, 2020 College Council Meeting are presented for approval.

File Attachments  
 College Council Meeting Minutes 3-4-2020-to be approved.doc (206 KB)

## **4. RECOMMENDATIONS / ACTION ITEMS**

**Subject** 4.1 Recommendation from the Facilities Planning Committee to Approve the Laney College Facilities Resource Prioritization for FY 2020-21 - Presenter(s): Stephen Corlett & Amy Marshall (10 minutes)

Meeting Apr 15, 2020 - College Council

Category 4. RECOMMENDATIONS / ACTION ITEMS

Access Public

Type ACTION ITEM / RECOMMENDATION

Recommended Action We recommend that the Council accept the attached rankings.

### **BACKGROUND / SUMMARY**

As per Laney College's Participatory Governance and Organizational Manual (PGOM), resource allocation flowchart, department program reviews should flow to one of five committees: Facilities Planning, Technology, Faculty, Classified, or Instructional Equipment & Library Materials Committee. The Budget Advisory Committee will review all requests and make a recommendation to College Council, which will make a recommendation to the College President. The BAC's resource prioritization list for the College's facilities resources is presented in the attachment.

### **(FOR ACTION ITEMS) LIST BELOW ANY OTHER SHARED GOVERNANCE BODIES THAT HAVE PREVIOUSLY REVIEWED/APPROVED THIS RECOMMENDATION**

The Facilities Planning Committee approved the list of 2019-2020 APR/CPR resource allocation requests on 2/24/20.

**(FOR ACTION ITEMS) HOW DOES THIS RECOMMENDATION HELP THE COLLEGE ACHIEVE ITS STRATEGIC GOALS?**

The action helps the college complete the APR/CPR process.

**(FOR ACTION ITEMS) PLAN FOR EVALUATION**

File Attachments  
All Resource Requests FPC Ranked 20200224.pdf (182 KB)

<b>Subject</b>	<b>4.2 Recommendation from the Instructional Equipment &amp; Library Materials (IELM) Committee to Approve the Laney College IELM Resource Prioritization for FY 2020-21 - Presenter(s): Fred Bourgoin (10 minutes)</b>
Meeting	Apr 15, 2020 - College Council
Category	4. RECOMMENDATIONS / ACTION ITEMS
Access	Public
Type	ACTION ITEM / RECOMMENDATION
Recommended Action	We recommend that the Council accept the attached rankings.
Goals	Goal 3: Offer students the highest quality curriculum and services Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making

**BACKGROUND / SUMMARY**

In February, the IELM Committee reviewed and ranked the appropriate requests from the 2019-20 program reviews. This list being presented is temporary; the final prioritization will be determined when IELM funds are allocated by the District Office in Fall 2020.

The BAC's resource prioritization list for the College's Instructional Equipment and Library Materials (IELM) resources is presented in the attachment.

**(FOR ACTION ITEMS) LIST BELOW ANY OTHER SHARED GOVERNANCE BODIES THAT HAVE PREVIOUSLY REVIEWED/APPROVED THIS RECOMMENDATION**

Instructional Equipment & Library Materials (IELM) Committee

**(FOR ACTION ITEMS) HOW DOES THIS RECOMMENDATION HELP THE COLLEGE ACHIEVE ITS STRATEGIC GOALS?**

Prioritization of all resource requests from program reviews is an essential part of college planning and budgeting.

**(FOR ACTION ITEMS) PLAN FOR EVALUATION**

Evaluations cannot be performed for this item until the finalized list is prepared in Fall 2020.

File Attachments  
2020-21 Prioritized IELM Resource Requests (from 2019-20 Program Reviews) -CC.pdf (246 KB)

**Subject** **4.3 Recommendation from the Technology Planning Committee to Approve the Laney College Technology Resource Prioritization for FY 2020-21 - Presenter(s): Rupinder Bhatia & Vina Cera (10 minutes)**

Meeting Apr 15, 2020 - College Council

Category 4. RECOMMENDATIONS / ACTION ITEMS

Access Public

Type ACTION ITEM / RECOMMENDATION

Recommended Action We recommend that the Council accept the attached rankings.

**BACKGROUND / SUMMARY**

As per Laney College's Participatory Governance and Organizational Manual (PGOM), resource allocation flowchart, department program reviews should flow to one of five committees: Facilities Planning, Technology, Faculty, Classified, or Instructional Equipment & Library Materials Committee. The Budget Advisory Committee will review all requests and make a recommendation to College Council, which will make a recommendation to the College President. The BAC's resource prioritization list for the College's technology resources is presented in the attachment.

**(FOR ACTION ITEMS) LIST BELOW ANY OTHER SHARED GOVERNANCE BODIES THAT HAVE PREVIOUSLY REVIEWED/APPROVED THIS RECOMMENDATION**

**(FOR ACTION ITEMS) HOW DOES THIS RECOMMENDATION HELP THE COLLEGE ACHIEVE ITS STRATEGIC GOALS?**

**(FOR ACTION ITEMS) PLAN FOR EVALUATION**

File Attachments  
 TPC\_Resource\_Request\_2020\_ranked\_College\_Council.pdf (129 KB)

**Subject** **4.4 Recommendation from the Budget Advisory Committee to Approve the Prioritization of Budgetary Requests to be Funded from the 2020-2021 Budget Augmentation Fund - Presenter(s): William Trego & Derek Pinto (10 minutes)**

Meeting Apr 15, 2020 - College Council

Category 4. RECOMMENDATIONS / ACTION ITEMS

Access Public

Type ACTION ITEM / RECOMMENDATION

Recommended Action We recommend that the Council accept the attached rankings.

Goals

- Goal 5: Increase awareness and access to disproportionately impacted communities
- Goal 4: Cultivate a culture of belonging, pride and self-reflection for continuous improvement
- Goal 3: Offer students the highest quality curriculum and services
- Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making
- Goal 1: Promote Equity

### **BACKGROUND / SUMMARY**

The Budget Advisory Committee (BAC) evaluated budgetary requests submitted in the Annual Program Reviews (APRs) and Comprehensive Program Reviews (CPRs) for potential funding from the augmentation reserves in the 2020-2021 discretionary budget. Criteria were developed to screen the requests before the proposals were scored. The initial triage excluded requests from consideration for the following reasons: • The request was to fund a permanent faculty or staff position • The request was for a student worker (which could potentially be funded by work study funds) • The requests was for less than \$500 (small requests should be fulfilled by cost center budgets) • The request was for professional development less than \$1000 (smaller requests can be funded from the professional development committee budget) • The cost of the request far exceeded the maximum award set by the committee The committee evaluated in excess of 300 requests after the initial triage. The requests were scored using the new common resource prioritization rubric. The final funding recommendations were based upon the scores assigned to the proposals and the additional criteria that no one department would be awarded a grant in excess of \$14,200, 10% of the total funds available for augmentation. The committee identified 22 requests that can be fulfilled by the 2020-2021 augmentation funds, totaling about \$141,300.

### **(FOR ACTION ITEMS) LIST BELOW ANY OTHER SHARED GOVERNANCE BODIES THAT HAVE PREVIOUSLY REVIEWED/APPROVED THIS RECOMMENDATION**

The funding recommendation was approved by the BAC at its regularly scheduled meeting on February 26, 2020.

### **(FOR ACTION ITEMS) HOW DOES THIS RECOMMENDATION HELP THE COLLEGE ACHIEVE ITS STRATEGIC GOALS?**

Requests selected for funding align with all 5 of the strategic goals. Examples include: • Goal 1—Promote Equity, and Goal 2—Promote collaborative culture: Department-wide professional development for the EOSL department to improve compliance with AB705, and to better align department procedures with Guided Pathways • Goal 3—High quality curriculum: New laser cutter and 3D printer for the Graphic Arts department • Goal 4—Cultivate culture of belonging, pride...: Mold remediation in Biology lab • Goal 5—Increase access to disproportionately impacted communities: Funds for outreach efforts by the Office of the President

### **(FOR ACTION ITEMS) PLAN FOR EVALUATION**

The BAC will review the actual distribution of the funds, with assistance from the Business Office, during the 2020-2021 academic year to ensure that departments spend the awarded funds according to the submitted proposals. This review will be completed before starting the augmentation prioritization process for the 2021-2022 budget.

#### File Attachments

BAC Ranked Resource Requests CC April 2020.pdf (144 KB)

Budget Augmentation Prioritization\_Background\_CC\_2020.pdf (84 KB)

## **5. FIRST READ RECOMMENDATIONS**

**Subject**                      **5.1 (First Read) Recommendation from the Classified Prioritization Committee to Approve the Laney College Classified Staffing Resource Prioritization for FY 2020-21 - Presenter(s): Alejandro Acosta & Peter Crabtree (10 minutes)**

Meeting Apr 15, 2020 - College Council

Category 5. FIRST READ RECOMMENDATIONS

Access Public

Type FIRST READ RECOMMENDATIONS

### **BACKGROUND / SUMMARY**

As per Laney College's Participatory Governance and Organizational Manual (PGOM), resource allocation flowchart, department program reviews should flow to one of five committees: Facilities Planning, Technology, Faculty, Classified, or Instructional Equipment & Library Materials Committee. The Classified Prioritization Committee will review all requests and make a recommendation to College Council, which will make a recommendation to the College President. The resource prioritization list for the College's classified staff resources is presented in the attachment.

## **6. UPDATE / DISCUSSION ITEMS**

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**Subject** **6.1 Update - The College's Accreditation/Institutional Self Evaluation Report (ISER) Efforts - Presenter: Rudy Besikof, VPI & Accreditation Liaison Officer (5 minutes)**

Meeting Apr 15, 2020 - College Council

Category 6. UPDATE / DISCUSSION ITEMS

Access Public

Type UPDATE / DISCUSSION

Goals Goal 3: Offer students the highest quality curriculum and services

### **BACKGROUND / SUMMARY**

THE COUNCIL WILL BE UPDATED ON THE RELEASE OF THE SECOND OFFICIAL DRAFT OF THE INSTITUTIONAL SELF EVALUATION REPORT. IN ADDITION TO LEARNING ABOUT THE NEW CONTENT AND REVISIONS ADDED SINCE THE FEBRUARY 7 FIRST OFFICIAL DRAFT, NEXT STEPS WILL BE SHARED.

File Attachments  
[ACCR UPDATE.pptx \(40 KB\)](#)

**Subject** **6.2 Update - Guided Pathways Assessment Highlights - Presenter: Suzan-Tiemroth Zavala (5 minutes)**

Meeting Apr 15, 2020 - College Council

Category 6. UPDATE / DISCUSSION ITEMS

Access Public

Type UPDATE / DISCUSSION

Goals Goal 3: Offer students the highest quality curriculum and services

### **BACKGROUND / SUMMARY**

Brief overview of the Guided Pathways Self Assessment report submitted to the state in March.

File Attachments  
[gp\\_proposals\\_gp\\_v2\\_8108\\_preview.pdf \(342 KB\)](#)

**Subject**                    **6.3 Update - Laney's Resource Prioritization Process - Presenter: Tammeil Gilkerson, Williams Trego & Rupinder Bhatia (10 minutes)**

Meeting                    Apr 15, 2020 - College Council

Category                    6. UPDATE / DISCUSSION ITEMS

Access                    Public

Type                    UPDATE / DISCUSSION

**BACKGROUND / SUMMARY**

Update provided on the debrief, review and the potential for a proposed recommendation to improve the College's resource prioritization process.

**Subject**                    **6.4 Update - Communication Protocols & FAS Listserv Access - Presenter: Tammeil Gilkerson (15 minutes)**

Meeting                    Apr 15, 2020 - College Council

Category                    6. UPDATE / DISCUSSION ITEMS

Access                    Public

Type                    UPDATE / DISCUSSION

**BACKGROUND / SUMMARY**

An update will be provided on the PCCD District's new Communication Protocols re: FAS Listserv Access.

## **7. COLLEGE COUNCIL BUSINESS**

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**Subject**                    **7.1 Check-in on College Council Goals for 2019-20 - Presenter: President Gilkerson (5 minutes)**

Meeting                    Apr 15, 2020 - College Council

Category                    7. COLLEGE COUNCIL BUSINESS

Access                    Public

Type                    COLLEGE COUNCIL BUSINESS

**BACKGROUND / SUMMARY**

The College Council Goals for the 2019-20 academic year were approved at the September 19, 2019 College Council meeting. A check-in on these Goals will be a standing agenda item at each College Council meeting going forward. This is a time to brainstorm about strategies to work towards achieving these goals, as well as a time to check-in on progress.

**A focused discussion on Goal#3 will take place at this meeting.**

COLLEGE COUNCIL GOALS  
2019-20 Academic Year  
FINAL

GOAL #1 – (New and slightly enhanced 2018-19 carry-over Goal) Improve the overall efficiency of – and adherence to – the College’s planning & resource allocation model, including the CPR/APR process which aligns with the College’s mission & strategic goals. **(GOAL PARTIALLY MET)**

GOAL #2 – Enhance the College Council members’ understanding of the planning & resource allocation decision-making processes. **(GOAL MET)**

**GOAL #3 – (During the spring 2020 semester) Review and reassess the voting rights of the College Council’s shared governance committee representative members. (DISCUSSION PLANNED FOR FEBRUARY 12, 2020 COUNCIL MEETING)**

GOAL #4 – Add at least two additional meetings to allow the Council time to complete important Council business, as well as to allow for shared governance committee report-outs to the Council. **(GOAL MET)**

File Attachments  
[College Council Goals 2019-20 - FINAL.pdf \(449 KB\)](#)