



Wednesday, December 11, 2019
College Council

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

1. WELCOME & AGENDA APPROVAL

Subject **1.1 Agenda Approval - Presenter: President Gilkerson (3 minutes)**

Meeting Dec 11, 2019 - College Council

Category 1. WELCOME & AGENDA APPROVAL

Access Public

Type PROCEDURAL

BACKGROUND / SUMMARY

College Council Agenda for the December 11, 2019 meeting to be approved for use.

File Attachments
[College Council Meeting Agenda - 12.11.19- FINAL.pdf \(110 KB\)](#)

2. PRESIDENT'S REPORT

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

Meeting Dec 11, 2019 - 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 Technology Master Plan.
2. Final Decision on the Council's Recommendation to Approve the Updated Strategic Enrollment Management Plan.
3. Final Decision on the Council's Recommendation to Approve the Foundation Skills Committee's Name, Charge, Responsibilities & Membership Composition.
4. Final Decision on the Council's Recommendation to Approve the Institutional Effectiveness Committee's (IEC) Membership Composition.
5. Final Decision on the Council's Recommendation to Approve the 2019-20 Faculty Prioritization for Laney College.

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

Meeting Dec 11, 2019 - 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 November 20, 2019 College Council Meeting Minutes - Presenter: President Gilkerson (5 minutes)**

Meeting Dec 11, 2019 - 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 November 20, 2019 College Council Meeting are presented for approval.

File Attachments
 College Council Meeting Minutes 11-20-2019-to be approved.pdf (445 KB)

4. RECOMMENDATIONS / ACTION ITEMS

Subject **4.1 Recommendation (2nd Read) from the Technology Planning Committee to Approve the Laney College IT Project List for Bond Prioritization- Rupinder Bhatia (10 minutes)**

Meeting Dec 11, 2019 - College Council

Category 4. RECOMMENDATIONS / ACTION ITEMS

Access Public

Type ACTION ITEM / RECOMMENDATION

Recommended Action Recommendation to Approve the Laney College IT Project List for Bond Prioritization

Goals 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

BACKGROUND / SUMMARY

The IT Bond Project list is created based on IT requests received/prioritized from the College's program reviews and from the Laney Facilities & Technology Plan initiatives.

The IT projects listed are critical to provide much-needed technology upgrades for the network, software and hardware infrastructure of Laney college.

The first read of the IT Projects Bond list was presented to College Council by VP Derek Pinto on 11/20/2019.

The list has been requested by the District Technology Committee (DTC). All other PCCD colleges will also be submitting their lists to the DTC.

Questions from the first read are answered below:

1. Did program reviews and tech requests form the basis for this list? RESPONSE: Yes, absolutely.
2. What about other projects to include the library security gate? RESPONSE: Added to the list, but need input from the Council given that a new Library building is being planned. See Excel list with the 2 new items for discussion.
3. How will the College coordinate with District and District committees about their pool of funds and what costs will be shared? RESPONSE: After the District Technology Committee reviews the list, it will go to the District VC of Department of General Services Leigh Sata for prioritizing and determining the cost allocation.

LIST BELOW ANY OTHER SHARED GOVERNANCE BODIES THAT HAVE PREVIOUSLY REVIEWED/APPROVED THIS RECOMMENDATION

- The Laney Technology Planning Committee approved the list on 11/14/2019.
- The first read of the IT Projects Bond list was presented to College Council by Derek Pinto on 11/20/2019. Two items were added for the Library that need more discussion.
- The draft list will be reviewed by the District Technology Committee in early 2020.

HOW DOES THIS RECOMMENDATION HELP THE COLLEGE ACHIEVE ITS STRATEGIC GOALS?

The approval of this list is crucial for Laney College to achieve its strategic goals. Technology is the backbone of all student service areas and also directly impacts classroom instruction. Computer equipment and technology need to be updated in many areas of the college. Updated technology equipment will lead to an accessible, secure and more stable environment for students and staff.

PLAN FOR EVALUATION

The impact of some projects like WiFi upgrades will be realized immediately due to improved WiFi connectivity in certain areas of the college. New computers and printers for staff will result in less breakdowns, and will improve productivity. More laptop carts will result in providing students easier access to technology. Improving the data center with newer equipment will provide a more secure and stable environment.

File Attachments
[Draft_IT_Projects_Bond_Prioritization_V2.xlsx \(20 KB\)](#)

5. UPDATE / DISCUSSION ITEMS

Subject	5.1 Update Provided on the College's Accreditation/Institutional Self Evaluation Report (ISER) Efforts - Presenter: Rudy Besikof, VPI & Accreditation Liaison Officer (10 minutes)
Meeting	Dec 11, 2019 - College Council
Category	5. UPDATE / DISCUSSION ITEMS
Access	Public
Type	UPDATE / DISCUSSION
Goals	<p>Goal 4: Cultivate a culture of belonging, pride and self-reflection for continuous improvement</p> <p>Goal 3: Offer students the highest quality curriculum and services</p>

BACKGROUND / SUMMARY

A brief update on accreditation will be provided to the College Council, specifically a report on the December 5 Advanced Training that took place during the Institutional Effectiveness Committee (IEC) meeting, and the plan for vetting our Institutional Self Evaluation Report through participatory governance during Spring semester 2020.

Subject **5.2 Student Centered Funding Formula Snapshot & Areas of Focus - Presenter: Clifton Coleman (10 minutes)**

Meeting Dec 11, 2019 - College Council

Category 5. UPDATE / DISCUSSION ITEMS

Access Public

Type UPDATE / DISCUSSION

BACKGROUND / SUMMARY

This presentation will briefly review the metrics used to determine our funding under the Student Centered Funding Formula (SCFF). It will then examine some possible areas of focus to improve student success and funding. Areas of focus to include: degrees & certificates, financial aid, CTE units.

File Attachments
[SCFF Presentation.pdf \(145 KB\)](#)

Subject **5.3 Informational Item - Laney Theatre Modernization Project and other Capital Projects - Presenter: VC Leigh Sata & Stephen Corlett/Amy Marshall (15 minutes)**

Meeting Dec 11, 2019 - College Council

Category 5. UPDATE / DISCUSSION ITEMS

Access Public

Type UPDATE / DISCUSSION

BACKGROUND / SUMMARY

The District Vice Chancellor of Department of General Services (DGS) and the Laney Facilities Planning Committee Co-Chairs will present a summary regarding the renovation of the Laney Theater and will present plans for other proposed capital projects.

Vice Chancellor Leigh Sata presented a proposed capital project plan to the FPC at its Monday meeting, 12/2/19. The current suggested list of capital projects at Laney as indicated by DGS (as listed in the presentation) are:

- 1a. Laney Locker room
- 1b. Library/LLRC
- 2a. Theater Modernization
- 2b. STEM (STEAM) building
- 3 Student Center/Student Services

The Laney Theater renovation was elevated to a higher than anticipated priority in our overall list of projects, since it is currently qualified for state-matching funds and has critical ADA issues, which set a timeline on using state funds for this project.

The FPC did not vote specifically on the overall plan, rather the overall distribution of the funds for the college, since the VC of DGS has the final say in actual projects. Again, the impetus is that the Theater has state money right now, and with the current ADA issues warrants proceeding without delay.

File Attachments

Measure G spending plan - Laney 20191015.pdf (67 KB)

191202 Measure G Project Sequence Laney College Facilities Committee.pdf (15,216 KB)

FPC Update Regarding Renovation of Laney Theater and other Capital Projects.pdf (46 KB)

6. COLLEGE COUNCIL BUSINESS

Subject	6.1 Check-in on College Council Goals for 2019-20 - Presenter: President Gilkerson (8 minutes)
Meeting	Dec 11, 2019 - College Council
Category	6. 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.

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 PARTIALLY 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 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)

Subject	6.2 Check-in on College Council Membership/Attendance - Presenter: President Gilkerson/Maisha Jameson (5 minutes)
Meeting	Dec 11, 2019 - College Council
Category	6. COLLEGE COUNCIL BUSINESS
Access	Public
Type	COLLEGE COUNCIL BUSINESS

BACKGROUND / SUMMARY

At the end of each semester, the College Council membership reviews the attendance log for Council meetings in order to determine whether the attendance policy has been violated and to make decisions on how to move forward if/when they have.

Additionally, if there are appointments that have not yet been made, this will be discussed as well.

File Attachments
[2019-20 College Council Attendance Log - as of 12.6.19.pdf \(555 KB\)](#)

Subject **6.3 College Council Mid-Year Report - Presenter: President Gilkerson/Maisha Jameson (5 minutes)**

Meeting Dec 11, 2019 - College Council

Category 6. COLLEGE COUNCIL BUSINESS

Access Public

Type COLLEGE COUNCIL BUSINESS

BACKGROUND / SUMMARY

The College Council Mid-Year Report will be provided to Council membership. This document includes a listing of all recommendations that came through the Council during the fall 2019 semester, and the decisions made on those recommendations. This document can also be used to inform the Council's mid-year assessment of itself.

File Attachments
[Mid-Year Report- College Council - 2019-20 - as of 12.6.19.pdf \(287 KB\)](#)

Subject **6.4 College Council Mid-Year Evaluation - Presenter: President Gilkerson/Maisha Jameson (2 minutes)**

Meeting Dec 11, 2019 - College Council

Category 6. COLLEGE COUNCIL BUSINESS

Access Public

Type COLLEGE COUNCIL BUSINESS

Goals Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making
 Goal 4: Cultivate a culture of belonging, pride and self-reflection for continuous improvement

BACKGROUND / SUMMARY

In addition to the annual evaluation assessment that is carried out at the end of the academic year, the College Council assess itself at the end of the fall semester. This is considered the Council's "Mid-Year Evaluation". The evaluation period for the mid-year assessment will be kicked off at the last Council meeting of the year, using the attached evaluation survey.

File Attachments

2019-20 CC Mid Year Eval. Survey.pdf (84 KB)