COLLEGE COUNCIL
MEETING MINUTES FINAL

COMMITTEE:	**COLLEGE COUNCIL**
MEETING DATE:	**December 11, 2019**
LOC./TIME:	**T-850, 2-4pm**
ATTENDEES:	**Rudy Besikof, Derek Pinto, Diane Chang, Alejandro Acosta, Karen Tellegan, Blanca Montes de Oca, Larena Baldoza, Clifton Coleman, Fred Bourgoin, Mark Rauzon, Kim Glosson, Barbara Yasue, Sarah Backes-Diaz, Francis Howard, Kathy Ma, Evelyn Lord, Nate Failing, Terance Williams, Ann McMurdo, William Trego, Amy Marshall, Stephen Corlett, Rupinder Bhatia, Marla Leech, Leigh Sata (guest)**
ABSENT:	**Tammeil Gilkerson, Vicki Ferguson, Mark Fields, Shirley Brownfox, Gary Albury, Kimberly King, Hope Lane, Heather Sisneros, Armani Taylor**
MINUTES:	**Maisha Jameson**
HANDOUTS:	**Meeting Agenda** **College Council Minutes – 11.20.19 Meeting** **Recommendation from the Laney Technology Planning Committee – IT Projects Bond Prioritization List** **Student Centered Funding Formula Snapshot & Areas of Focus Presentation** **Measure G Spending Plan – Laney College** **Measure G Project Sequence** **FPC Update Regarding Renovation of Laney Theater and other Capital Projects** **College Council Membership List** **College Council Goals for 2019-20** **College Council Mid-Year Report 2019-20** **College Council Mid-Year Evaluation Survey 2019-20**
NEXT MEETING:	**February 12, 2019**

Item	Discussion/Decisions	Action Item
1.1 Agenda Approval *Presenter: Rudy Besikof*	• NATE FAILING CALLED A MOTION TO APPROVE THE DECEMBER 11, 2019 COLLEGE COUNCIL MEETING AGENDA. SARAH BACKES-DIAZ SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. ABSTENTIONS: NONE.	
2.1 President's Report – Final Decisions made on Recommendations from Previous College	• Report-back - College President's decisions made on recommendations from the previous Council meeting: ○ President Gilkerson accepted the College Council's recommendation to approve the Laney College	

Council Meeting *Presenter: Rudy Besikof*	Technology Master Plan. o President Gilkerson accepted the College Council's recommendation to approve the Updated Strategic Enrollment Management Plan. o President Gilkerson accepted the College Council's recommendation to approve the Foundation Skills Committee's Name, Charge, Responsibilities & Membership Composition. o President Gilkerson accepted the College Council's recommendation to approve the Institutional Effectiveness Committee's Membership Composition. o President Gilkerson has not yet accepted the College Council's recommendation to approve the 2019-20 Faculty Prioritization for Laney College. The President is still considering this recommendation and will report back at the next College Council meeting.	
2.2 President's Report – General Announcements *Presenter: Rudy Besikof*	• VPI Rudy Besikof reported on behalf of the College President. • The College is close to meeting its fall FTES target. • A reminder about the importance of using the Constituency Report Back Forms in order to report back important Council information to the College's respective constituencies was shared. • A "heads-up" was provided to the College's resource committee leads that the Program Reviews will be turned in soon (12/20), and that the College will need to quickly turn around the resource priorities for Laney. In January, the IEC & Deans will be working to validate quickly so that the resource committees can begin the resource prioritization work (using the standardized rubric) to bring the prioritized resource lists to either the February or March Council meetings.	
3.1 Approval of the November 20, 2019 College Council Meeting Minutes *Presenter: Rudy Besikof*	• FRED BOURGOIN CALLED A MOTION TO APPROVE THE NOVEMBER 20, 2019 COLLEGE COUNCIL MEETING MINUTES. FRANCIS HOWARD SECONDED THE MOTION. THE MOTION WAS APPROVED. ABSTENSIONS: BLANCA MONTES DE OCA & RUPINDER BHATIA.	
4.1 Recommendations (2nd Read) from the Technology Planning Committee to Approve the Laney College IT	• DEREK PINTO CALLED A MOTION TO APPROVE THE RECOMMENDATION (2ND READ) FROM THE TECHNOLOGY PLANNING COMMITTEE TO APPROVE THE LANEY COLLEGE IT PROJECT LIST FOR BOND PRIORITIZATION. FRANCIS HOWARD	

Project List for Bond Prioritization *Presenter: Rupinder Bhatia*	SECONDED THE MOTION. THE MOTION WAS APPROVED (12 AYS. 4 NAYS). ABSTENSIONS: NONE. • It was noted that there were only two changes from the previous (first read) version: 1. installation of a new security gate for the Library, and 2. a laptop dispenser with twelve loaner laptops for students in the Library. Discussion ensued about the need for these items now, even given the future modernization of the Laney Library Resource Center. They were included on the Library's APR. It was noted that the two additional items have not been approved through the Technology Planning Committee (TPC). Concern was expressed about the list without the TPC approving it first. Discussion ensued about the benefit of these added items. The need for the loner laptops was affirmed.	

5.1 Update / Discussion Item – Laney's Accreditation/Instituti onal Self Evaluation Report (ISER) Efforts *Presenter: Rudy Besikof*	• An update was provided on the progress made thus far towards the Laney Institutional Self-Evaluation Report (ISER).
	• Most of our attention thus far has been focused on evidence gathering and beginning to write to respond to the standards (drafting of the text).
	• Last week, the IEC held a Meeting where Stephanie Droker, Senior VP at ACCJC, joined via Zoom and provided advanced training on the College's work towards our ISER.
	• Things that came out in that discussion:
	  o New ACCJC leadership and approach wants shorter ISERs…few hundred pages vs. 400-600 as in the past.
	  o Should be doing more backwards planning. Determine what we want/need to do, and plan backwards on how to get there.
	  o Answers to technical questions, for example, how to name evidence files, and how to provide the evidence (a flash-drive and hyperlinks to evidence documents).
	  o Hint: Look at categorical programs and how they do their reporting.
	  o Quality Focus Essay – Pick two things related to student achievement… Things that we are working on that are in mid-progress that we could write about and then provide an update in our midterm report.
	• The plan is to have a rough draft ready for Flex Day.
		•

5.2 Update / Discussion Item - Student	• The presentation is being presented in order to provide updated information (over and beyond the numbers) that	

Centered Funding Formula Snapshot & Areas of Focus
 Presenter: Clifton Coleman
	make up the Student Centered Funding Formula.
	 • Three key changes since the original funding formula was released.
	    o Every State Chancellor's Office approved degree above 16 units and all degrees used to be counted individually, now they only count the top award per student (1 allocation per student). This significantly decreases the funding that we will qualify for.
	    o Now students have to be enrolled the year that their certificate is awarded.
	    o Now going to use a 3 year average of the student success allocation factors in determining our supplemental funding allocated (i.e. calculation of points counted). As we improve, we will see incremental increases.
	
	 • Things we noticed in looking at the data:
	    o 67% of our transfers leave here without getting a certificate or degree.
	    o There was only a small percentage of transfer students that were getting their CSU GE credits (IGETC certificate) before they graduated.
	    o Until the District figures out how they will distribute the State allocated fund, we won't know what we're getting. There are still questions about how to split counts/points, ex. for a student that receives an AA from Laney and an AS from Merritt. Need to figure out a way to distribute the counting of points so that it fair.
	
	 • The College is looking to develop a query that will build a list for auto awards. This should help our numbers.
	 • We need to look at how we are handling students being flagged for financial aid verification.
	 • Looking at data on CTE courses, there is a large number of students who took 6-8 CTE units. An idea is to do some marketing and outreach to encourage students to take another few units in order to qualify for a certificate or degree.	

5.3 Update / Discussion Item - Laney Theatre Modernization Project and other Capital Projects *Presenter: VC Leigh Sata ,*	• VC Leigh Sata presented on this item. • Laney Facilities Planning Committee (FPC) Co-Chair, Stephen Corlett presented a list of capital projects for Laney College to the Laney Facilities Planning Committee, as well as to the District's Facilities Committee. • The Laney Locker Room and Library Resource Center	

Laney Facilities Planning Committee Co-Chairs	(LRC) are the most pressing projects. The LRC is to be underway soon.
	
	• The STEM Building and the Theatre Modernization projects have also been added.
	
	• The Laney Theatre project was elevated to a higher priority because of state funding. Having state funding supplements our funding, so that's good, but it sets the schedule as well, hence VC Sata has indicated that we will need to move forward with this project. It was noted that the Laney FPC discussed this project, but did not vote on it given that VC Sata has the final say.
	
	• The basic scheme of funding for the new bond was shown. The Laney FPC did vote on the percentages as to how to split up the bond measure itself. A 5% contingency was left to hire a professional to manage the bond. This was brought to the Laney Faculty Senate as an informational item.
	
	• Once the percentage allotments that are being allocated to the Colleges are confirmed, the FPC can work to prioritize projects and provide a recommendation (it was noted that the vice chancellor makes the final decision).
	
	• It was noted that the original Facilities Master Plan (FMP) included a renovation of the Laney Theatre that included a music complex. The most significant difference between the Laney FMP and the current plans for renovating the Theatre is where the Media Dept. is located. The FMP relocates the Media Department into upper G because this is better laid out for the needs of this dept.. The new plan does not properly address the Media department's needs and is out of line with our College's approved FMP. VC Sata noted that those who currently work in the Theatre building will also be included in the group to discuss the modernization project. VC Sata noted that the desired changes are doable in a Phase II.
	
	• VC Sata provided an update on the Laney Campus Project Sequence for Measure G and the overall spending plan:
	   o Laney LRC
	   o Laney Theatre Modernization
	   o Close out of Measure A projects.
	   o A possible dive into "energy projects", (currently still assessing sustainability as a priority.)
	   o Campus Elevators
	   o Blue Light Phones
	
	• The overall Measure G ($800 million) spending plan is divided into 5 sections (for each of the campuses + District	

	Office). The bond is allocated via FTES count. Laney's allocation ends up at 5% higher than the FTES percentage allocation. It was noted that bond plans change over time. • It was noted that the District is actively pursuing State funding and promised to do better in sharing this process with the Colleges. • Details about the sequence of projects was shared with their associated priorities: o Laney Women's Locker Room – *response to an ADA complaint.* o Laney Learning Resource Center – *will replace Eagle Village and the parking lot on that side.* o Theatre Project – *largely driven by ADA challenges.* o STEM Tower (5-6 story building) – *would replace the existing Forum.* • The question is how much construction can the College withstand at once? • A series of courtyards and gardens is a possibility as well. • VPI Besikof asked for VC Sata to come back to the Council at a later date to respond to the questions and concerns that were posed.	
6.1 College Council Business – Check-in on College Council Goals for 2019-20 *Presenter: Maisha Jameson*	• The Council discussed its progress thus far towards meeting its goals for the 2019-20 AY. o 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: program reviews are now aligned with the Strategic Goals; adoption of a standardized rubric for resource prioritization, added training for the program reviews, improved validation process and follow-through)** o GOAL #2 – Enhance the College Council members' understanding of the planning & resource allocation decision-making processes. **(GOAL PARTIALLY MET: training/presentation provided to Council members to ensure understanding)** o 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)**	

	o 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: Two additional Council meetings added – 3/4 & 10/30 – for shared governance updates**)
	
	• Members brainstormed about strategies to implement in working towards further achieving these goals. Some suggestions are listed below:
	
	  o Have President Gilkerson do a Flex Day presentation that provides the College community with an orientation to the Council/shared governance similar to the one that is done for Council members at the beginning of the year and the training that was done for interested Council members on the integrated planning /decision making process.
	  o Currently all of the committees assess themselves. Is there a way for other key groups in the College community (ex. Dept. Chairs) to assess the work of the committees as well?
	  o Include a section in the program review templates/system for departments to share what committees their members have worked with and note what their experience has been. Maybe Council members can be included in the group that gets the assessment evaluations for all committees.	

6.2 College Council Business – Check-in on College Council Membership/ Attendance *Presenter: Maisha Jameson*	• The Council has agreed to review its membership at the end of each semester to determine if any changes need to be made due to chronic non-attendance. • An update was provided on the Council's membership attendance for the fall semester. No changes were required.	
6.3 College Council Business – College Council Mid-Year Report *Presenter: Maisha Jameson*	• The Mid-Year Report for the Council was provided. It will be posted to the College Council website as well.	

6.4 College Council Business – College Council Mid-Year Evaluation *Presenter: Maisha Jameson*	• The Mid-Year Evaluation for College Council will be sent out to all Council members after the meeting. All were asked to complete the short survey by the deadline of January 24?	• Council members to complete the Mid-Year Evaluation Survey by 1/24
Meeting Adjournment	• TERANCE WILLIAMS CALLED A MOTION TO ADJOURN THE DECEMBER 11, 2019 COLLEGE COUNCIL MEETING. NATHAN FAILING SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	
Misc. Updates Shared	• Mark Rauzon presented a gift from the Council to go to President Gilkerson (in her absence). • Derek Pinto and Stephen Corlett provided an update re: the expectation that the College will be removed from Fire Watch soon.	

Meeting Adjourned 4:00 pm.