



COLLEGE COUNCIL MEETING MINUTES **FINAL**

COMMITTEE: COLLEGE COUNCIL

MEETING DATE: May 20, 2020

LOC./TIME: Via Zoom, 2:00-4:00pm

ATTENDEES: Rudy Besikof, Vicki Ferguson, Derek Pinto, Mark Fields, Diane Chang, Hope Lane, Karen Tellegen, Blanca Montes de Oca, Larena Baldazo, Clifton Coleman, Fred Bourgoin, Mark Rauzon, Kim Glosson, Barbara Yasue, Kimberly King, Sarah Backes-Diaz, Francis Howard, Kathy Ma, Evelyn Lord, Nate Failing, Tammeil Gilkerson, Ann McMurdo, William Trego, Heather Sisneros, Stephen Corlett, Rupinder Bhatia, Marla Leech, Felipe Wilson, Beth Maher (Guest), Amy Marshall (Guest)

ABSENT: Terence Williams, Armani Traylor, Gary Albury, Alejandro Acosta

MINUTES: Maisha Jameson

- HANDOUTS:**
- Meeting Agenda
 - College Council Meeting Minutes – 4.15.20 Meeting
 - Accreditation Update
 - College Resource Priorities: Classified Staff
 - Progress Made Towards College Council Goals for 2019-20
 - Proposed College Council Goals for 2020-21
 - Proposed 2020-21 Integrated Planning Master Calendar for College Council
 - End of the Year Evaluation Survey for the 2019-20 College Council
 - 2019-20 College Council End of the Year Report
 - 2019-20 Membership Tracking (1. for service terms, 2. for attendance)

NEXT MEETING: August 26, 2020

Item	Discussion/Decisions	Action Item
1.1 Agenda Approval <i>Presenter: Tammeil Gilkerson</i>	<ul style="list-style-type: none"> • FRANCIS HOWARD CALLED A MOTION TO APPROVE THE MAY 20, 2020 COLLEGE COUNCIL MEETING AGENDA. KIM GLOSSON SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. NO ABSTENSIONS. 	
2.1 President’s Report – Final Decisions made on Recommendations from Previous College Council Meeting <i>Presenter: Tammeil</i>	<ul style="list-style-type: none"> • Report-back - College President’s decisions made on recommendations from the previous Council meeting: <ul style="list-style-type: none"> ○ President Gilkerson accepted the College Council’s recommendation to approve the Laney College Facilities Resource Prioritization for FY 2020-21 	



COLLEGE COUNCIL

MEETING MINUTES **FINAL**

<p><i>Gilkerson</i></p>	<ul style="list-style-type: none"> ○ President Gilkerson accepted the College Council’s recommendation to approve the Laney College Instructional Equipment & Library Materials (IELM) Resource Prioritization for FY 2020-21 ○ President Gilkerson accepted the College Council’s recommendation to approve the Laney College Technology Resource Prioritization for FY 2020-21 ○ President Gilkerson CONDITIONALLY accepted the College Council’s recommendation to approve the Prioritization of Budgetary Requests to be Funded from the 2020-21 Budget Augmentation Fund (APPROVED WITH CAVEAT – PENDING DISCUSSION on fiscal outlook later in agenda). 	
<p>2.2 President’s Report – General Announcements <i>Presenter: Tammeil Gilkerson</i></p>	<ul style="list-style-type: none"> ● Pres. Gilkerson expressed appreciation for everyone who has risen to address the COVID-related challenges we are experiencing. Special thanks was provided to the College’s IT and custodial staff, our remote coaches and our Public Information Officer (PIO). ● Food Distribution to our student population has continued and has been very popular. ● An update was shared on the College’s Puente Program Celebration. ● A reminder and context was provided about the strategic budget conversation that would be held later in the Council’s agenda. The District Chancellor and Board President recently presented at the Board of Governors to provide a response and update based on the District’s fiscal outlook and governance as it relates to the FCMAT report. College discussions need to start about the potential of required budget reductions. ● An overview was provided as to how the virtual graduation ceremony will go. Speeches have been pre-recorded. ● A report back was provided about the College’s “Spring Fling Quanram-team” Staff Appreciation Zoom Event. College staff awards were “presented”. ● A reminder was provided about the College’s online Yammer community. All were encouraged to give it a try to aid in communication amongst each other. ● The College schedule is pivoting very quickly. Will be 	



COLLEGE COUNCIL

MEETING MINUTES **FINAL**

	<p>moving to mostly online course offerings for the fall semester. There are only a few courses (that cannot be provided virtually) that will be provided in person (with social distancing).</p>	
<p>3.1 Approval of the April 15, 2020 College Council Meeting Minutes <i>Presenter: Tammeil Gilkerson</i></p>	<ul style="list-style-type: none"> • FRED BOURGOIN CALLED A MOTION TO APPROVE THE APRIL 15, 2020 COLLEGE COUNCIL MEETING MINUTES. LARENA BALDAZO SECONDED THE MOTION. THE MOTION WAS APPROVED. ABSTENSION: SARAH BACKES-DIAZ • CORRECTION TO ITEM 4.1 – Change presenter of the Facilities resource priorities to Stephen Corlett (from William Trego). • CORRECTION TO ITEM 4.3 - Fred Bourgoïn’s name is miss-spelled in 4.3. • CORRECTION TO ITEM – 2.2 (2nd bullet) should read “We are aware” 	
<p>4.1 Recommendation from the Classified Prioritization Committee to Approve the Laney College Classified Staffing Resource Prioritization for FY 2020-21 <i>Presenter(s): Alejandro Acosta & Peter Crabtree</i> <i>(NEITHER PRESENT)</i></p>	<ul style="list-style-type: none"> • FRED BOURGOIN CALLED A MOTION TO APPROVE THE RECOMMENDATION FROM THE CLASSIFIED PRIORITIZATION COMMITTEE TO APPROVE THE LANEY COLLEGE CLASSIFIED STAFFING RESOURCE PRIORITIZATION FOR FY 2020-21. RUDY BESIKOF SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 	
<p>5.1 Update & Discussion – Fiscal Outlook and Planning for Reductions <i>Presenter: Tammeil Gilkerson</i></p>	<ul style="list-style-type: none"> • The President provided a very high level and general overview of the current state of the finances of the State of CA (i.e. overall GDP is down, unemployment is up and how the general economy is failing, etc.), as well as the within the District (i.e. declining FTE, needing to ensure fiscal solvency and address the FCMAT recommendations, etc.). COVID is having a major fiscal impact on the state and will likely result in reductions to what the District/Colleges’ will ultimately receive in both general and categorical funding next year. This includes a large cut to Student Equity funding and achievement based funding. There will also likely be cuts to Strong Workforce funding. Currently there is at least a \$1.1 million reduction to be distributed via the District’s Budget Allocation Model (BAM). 	



COLLEGE COUNCIL

MEETING MINUTES **FINAL**

	<ul style="list-style-type: none"> • Some funds that were to be received this year are also being deferred. • The College’s have not yet received our FTE targets from the District. Still need to begin planning at the College. • The College has several vacant positions that it has identified as not mission-critical (although all positions are needed for effective operations) and that may have less impact on students and mandated operations. The proposal is to refrain from filling these vacancies to cover Laney’s portion of these latest reductions. This was a strategy used for addressing required reductions last year as well. • The College president has already met with the President’s Cabinet (College Vice Presidents and Senate Presidents) to discuss and get feedback on this recommendation. • The College president will approve the Council’s recommendation to approve the College’s budget augmentations, however before we augment the cost center budgets, we need to wait until the District shares the details on the reductions that will be required. Depending on what is communicated, changes may need to be made as to how we distribute these funds (further prioritization). • The College president will be keeping the senate presidents involved in the conversation as we find out what is happening and as decisions are being made over the summer. Will be asking them to keep their respective constituents updated as well. • Have not received a reduction to our FTES allocation at this point • The Summer Distance Education Emergency Funding request that was submitted to the State has been approved. 	
<p>5.2 Update & Discussion – Laney’s Accreditation Institutional Self Evaluation Report (ISER) Progress <i>Presenter: Rudy Besikof</i></p>	<ul style="list-style-type: none"> • The 2nd rough draft of the Institutional Self Evaluation Report (ISER) was placed in Canvas for further input and feedback. • The VPI/ALO and Accreditation Coordinator have continued to present on the ISER at various shared governance committees/senates. Feedback is continuing to be provided. • Implementation of Guided Pathways will be included in the Quality Focus Essay (QFE). • Some updated student achievement data has been added to the Introduction. • The data and ISER will continue to be updated through-out the summer and early fall 	<ul style="list-style-type: none"> • The Council will review the final draft of the ISER as a First Read at its first meeting of the upcoming school year.



COLLEGE COUNCIL

MEETING MINUTES **FINAL**

	<ul style="list-style-type: none"> • Fiscal section of the ISER is to be sent by the District. Still waiting on this. • To bring a draft to the Council for approval in the fall. There will be multiple reads. • A general timeline was provided on the approval process of the ISER up until it is submitted in Fall 2020. 	
<p>6.1 College Council Business – Check-in on College Council Goals for 2019-20 <i>Presenter: Tammeil Gilkerson</i></p>	<ul style="list-style-type: none"> • An overview was provided on the Council’s progress made towards each of its goals for the current (2019-20) academic year. A document was presented that summarized exactly how each of the 2019-20 goals were met. • Discussion ensued about the pending status of Goal # 3: <i>Review and reassess the voting rights of the College Council’s shared governance committee representative members.</i> • It was requested that this Goal carry-over into next year and that discussion continue in this regard in the fall. • President Gilkerson provided an update on the history of the voting rights of the unions and committee representatives. <ul style="list-style-type: none"> ○ 12/2014 update (officially approved at the 3/2015 meeting) changed the union representatives from voting to non-voting members. A small sub-group of the council (E. Lord, D. Richardson, J. Blake, which included the faculty and classified senate presidents) recommended these changes and the council approved it). ○ 10/2018 update changed the committee representatives from voting to non-voting members (a small sub-group of the council made these recommendations and the Council approved it • There were arguments within the Council for both sides of this discussion. Some felt that the unions and/or the committee representatives should be voting members. Others felt that there was not a need for this. Arguments for re-establishing voting representation spoke to the need for the voices/perspectives of these bodies to be considered in Council actions. Arguments against the need for a change to the voting rights of these bodies spoke to how the committee representatives submit recommendations to the Council and hence should not be also voting on those recommendations, and that the Union constituents are already represented by the Senates and other division representatives on the Council. • It was noted that if changes to the voting rights of these 	<ul style="list-style-type: none"> • The Council will continue this discussion into next year and it will be carried over as a Council Goal.



COLLEGE COUNCIL

MEETING MINUTES **FINAL**

	<p>groups is approved, this may result in an imbalance of the various constituency representation voting.</p>	
<p>6.2 College Council Business – End-of-the-Year Evaluation Survey Results <i>Presenter: Tammeil Gilkerson</i></p>	<ul style="list-style-type: none"> The End of the Year College Council Survey results were presented, and a summary was provided of the responses/themes that arose from the survey. These themes informed the development of the proposed 2020-21 College Council Goals. 	
<p>6.3 (First Read) College Council Business – College Council Goals for 2020-21 <i>Presenter: Tammeil Gilkerson</i></p>	<ul style="list-style-type: none"> President Gilkerson presented the draft of the proposed College Council Goals for 2020-21 as a First Read. It was noted that the proposed Goals were informed by Council’s Mid-Year and End of the Year Evaluation Surveys. A brief overview was provided as to the reason for each of the goals. The College president asked for feedback on the proposed Goals. Suggestions Update → Goal #1 – Need to be more explicit that this goal speaks to the fact that the Council will also review and revise the resource allocation rubric and process. For example...“Continue evaluating and refining the ...” To bring back the changes to the resource request rubric and/or resource prioritization process to the Council for a final recommendation at one of the first meetings in the Fall. 	<ul style="list-style-type: none"> The Council will vote on the recommendation to approve the 2020-21 Goals for College Council at its first meeting of the upcoming school year.
<p>6.4 College Council Business – College Council Membership for 2020-21 <i>Presenter: Tammeil Gilkerson</i></p>	<ul style="list-style-type: none"> A reminder was provided that all constituency representative appointments are to be made ASAP for the upcoming 2020-21 AY. Working to make appointments before end of the semester so that we can hit the ground running at the beginning of the year. The list of positions that will be timing out was shared. Correction to be made to the Membership List – Change Monique Inciarte to Meryl Siegal for the PFT Co-rep with Ann McMurdo for next year. 	<ul style="list-style-type: none"> Senate Presidents to confirm their 2020-21 appointments to College Council as soon as possible and in time for the first College Council meeting.
<p>6.5 College Council Business – (First Read) College Council Integrated Planning Master Calendar for 2020-21 <i>Presenter: Tammeil Gilkerson</i></p>	<ul style="list-style-type: none"> Provided overview of first read of the draft Integrated Planning Master Calendar for the Council. Noted the recommendation to add an August meeting. Agenda items would be a First Read of the Laney College Institutional Self-Evaluation Report, Vote to approve the College Council Goals for 2020-21 and a Vote to approve the 2020-21 Integrated Master Calendar for College Council The College president asked for feedback on the Calendar. 	<ul style="list-style-type: none"> The Council will vote on the recommendation to approve the 2020-21 Integrated Planning Master Calendar for College Council at its first meeting of the



COLLEGE COUNCIL MEETING MINUTES **FINAL**

	<ul style="list-style-type: none"> No further discussion was had. 	<p>upcoming school year.</p>
<p>6.6 College Council Business – College Council End-of-the-Year Report for 2019-20 <i>Presenter: Tammeil Gilkerson</i></p>	<ul style="list-style-type: none"> Presented and provided an overview of the End of the Year Report for College Council. 	
<p>Meeting Adjournment</p>	<ul style="list-style-type: none"> BLANCA MONTES DE OCA CALLED A MOTION TO ADJOURN THE MAY 20, 2020 COLLEGE COUNCIL MEETING. SARAH BACKES-DIAZ SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 	

Meeting Adjourned 3:35 pm.