



**Wednesday, March 4, 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: VPI Rudy Besikof on behalf of President Gilkerson (1 minute)**

Meeting                    Mar 4, 2020 - College Council

Category                    1. WELCOME & AGENDA APPROVAL

Access                      Public

Type                         PROCEDURAL

### **BACKGROUND / SUMMARY**

College Council Agenda for the March 4, 2020 meeting to be approved for use.

File Attachments  
[College Council Meeting Agenda - 3.4.20 - FINAL.pdf \(117 KB\)](#)

## **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: VPI Rudy Besikof on behalf of President Gilkerson (2 minutes)**

Meeting                    Mar 4, 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**

\* There were no official Recommendations forwarded by the College Council at its previous meeting.  
 \* The President has made a change to one of the final decisions (re: Faculty Prioritization) that she delivered to the Council at the last meeting.

**Subject**                    **2.2 General Announcements - Presenter: VPI Rudy Besikof on behalf of President Gilkerson (2 minutes)**

Meeting                    Mar 4, 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**

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**Subject** **3.1 Approval of the February 12, 2020 College Council Meeting Minutes - Presenter: VPI Rudy Besikof on behalf of President Gilkerson (1 minute)**

Meeting Mar 4, 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 February 12, 2020 College Council Meeting are presented for approval.

File Attachments <a href="#">College Council Meeting Minutes 2-12-2020-to be approved.pdf (543 KB)</a>
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## **4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS**

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**Subject** **4.1 Institutional Effectiveness Committee Report to College Council - Presenter(s): Rudy Besikof & Fred Bourgoin (5 minutes)**

Meeting Mar 4, 2020 - College Council

Category 4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS

Access Public

Type SPECIAL PRESENTATIONS / REPORTS

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**

As agreed upon by the College Council last year (see Goal #4), two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance committees. Those meetings are scheduled for October 30<sup>th</sup> and March 4<sup>th</sup>.

This report of the Institutional Effectiveness Committee (IEC) will be provided at the March 4<sup>th</sup> meeting and is included in the document attached to this agenda item.

File Attachments <a href="#">IEC CC Report March 2020.pdf (535 KB)</a>
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**Subject**                    **4.2 Technology Planning Committee Report to College Council - Presenter(s):  
Rupinder Bhatia (5 minutes)**

Meeting                    Mar 4, 2020 - College Council

Category                    4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS

Access                    Public

Type                    SPECIAL PRESENTATIONS / REPORTS

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

**BACKGROUND / SUMMARY**

As agreed upon by the College Council last year (see Goal #4), two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance committees. Those meetings are scheduled for October 30<sup>th</sup> and March 4<sup>th</sup>.

This report of the Technology Planning Committee will be provided at the March 4<sup>th</sup> meeting and is included in the document attached to this agenda item.

File Attachments

[TPC\\_Laney\\_College\\_Council\\_update\\_Spring2020.pdf \(116 KB\)](#)

**Subject**                    **4.3 Budget Advisory Committee Report to College Council - Presenter(s): William  
Trego (5 minutes)**

Meeting                    Mar 4, 2020 - College Council

Category                    4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS

Access                    Public

Type                    SPECIAL PRESENTATIONS / REPORTS

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

**BACKGROUND / SUMMARY**

As agreed upon by the College Council last year (see Goal #4), two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance committees. Those meetings are scheduled for October 30<sup>th</sup> and March 4<sup>th</sup>.

This report of the Budget Advisory Committee will be provided at the March 4<sup>th</sup> meeting and is included in the document attached to this agenda item. The report covers 2019-20 BAC goals and some highlights of recent meetings.

File Attachments

[BAC Spring Report to CC 2020.pdf \(162 KB\)](#)

<b>Subject</b>	<b>4.4 Professional Development Committee Report to College Council - Presenter(s): Marla Leech (5 minutes)</b>
Meeting	Mar 4, 2020 - College Council
Category	4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS
Access	Public
Type	SPECIAL PRESENTATIONS / REPORTS
Goals	Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making

#### **BACKGROUND / SUMMARY**

As agreed upon by the College Council last year (see Goal #4), two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance committees. Those meetings are scheduled for October 30<sup>th</sup> and March 4<sup>th</sup>.

This report of the Professional Development Committee will be provided at the March 4<sup>th</sup> meeting and is included in the document attached to this agenda item.

File Attachments  
[PD committee\\_key highlights\\_S20.pdf \(89 KB\)](#)

<b>Subject</b>	<b>4.5 Curriculum Committee Report to College Council - Presenter(s): Heather Sisneros (5 minutes)</b>
Meeting	Mar 4, 2020 - College Council
Category	4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS
Access	Public
Type	SPECIAL PRESENTATIONS / REPORTS
Goals	Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making Goal 3: Offer students the highest quality curriculum and services

#### **BACKGROUND / SUMMARY**

As agreed upon by the College Council last year (see Goal #4), two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance committees. Those meetings are scheduled for October 30<sup>th</sup> and March 4<sup>th</sup>.

This report of the Curriculum Committee will be provided at the March 4<sup>th</sup> meeting and is included in the document attached to this agenda item.

*3.4.2020 Curriculum Committee Presentation on Goal achievement progress and projects*

File Attachments  
[3.4.2020 Curriculum Committee Update Report to College Council.pptx \(58 KB\)](#)

<b>Subject</b>	<b>4.6 Health, Safety &amp; Security Committee Report to College Council - Presenter(s): Felipe Wilson (5 minutes)</b>
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Meeting Mar 4, 2020 - College Council

Category 4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS

Access Public

Type SPECIAL PRESENTATIONS / REPORTS

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

### **BACKGROUND / SUMMARY**

As agreed upon by the College Council last year (see Goal #4), two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance committees. Those meetings are scheduled for October 30<sup>th</sup> and March 4<sup>th</sup>.

This report of the Health, Safety & Security Committee will be provided at the March 4<sup>th</sup> meeting and is included in the document attached to this agenda item.

File Attachments  
[HSS committee\\_highlights\\_S20.pdf \(90 KB\)](#)

**Subject** **4.7 Strategic Enrollment Management Committee Report to College Council - Presenter(s): Rudy Besikof & Vicki Ferguson (5 minutes)**

Meeting Mar 4, 2020 - College Council

Category 4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS

Access Public

Type UPDATE / DISCUSSION

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

### **BACKGROUND / SUMMARY**

As agreed upon by the College Council last year (see Goal #4), two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance committees. Those meetings are scheduled for October 30<sup>th</sup> and March 4<sup>th</sup>.

This report of the Strategic Enrollment Management Committee will be provided at the March 4<sup>th</sup> meeting and is included in the document attached to this agenda item.

*Strategic Enrollment Management Committee Co-chairs Vicki Ferguson and Rudy Besikof will provide an update on the work of the committee to date in Spring 2020.*

File Attachments  
[Strategic Enrollment Management Committee Spring 2020 Update.pdf \(155 KB\)](#)

**Subject** **4.8 Student Success & Equity Committee Report to College Council - Presenter(s): Vicki Ferguson & Diane Chang (5 minutes)**

Meeting	Mar 4, 2020 - College Council
Category	4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS
Access	Public
Type	SPECIAL PRESENTATIONS / REPORTS
Goals	Goal 1: Promote Equity Goal 4: Cultivate a culture of belonging, pride and self-reflection for continuous improvement

### **BACKGROUND / SUMMARY**

As agreed upon by the College Council last year (see Goal #4), two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance committees. Those meetings are scheduled for October 30th and March 4th.

This report of the Student Success & Equity Committee will be provided at the March 4th meeting and is included in the documents attached to this agenda item.

File Attachments  
[STUDENT SUCCESS EQUITY COMMITTEE Presentation Updates \(Feb. 2020\).pptx \(629 KB\)](#)

<b>Subject</b>	<b>4.9 Facilities Planning Committee Report to College Council - Presenter(s): Amy Marshall &amp; Stephen Corlett (5 minutes)</b>
Meeting	Mar 4, 2020 - College Council
Category	4. SHARED GOVERNANCE COMMITTEE PRESENTATIONS
Access	Public
Type	SPECIAL PRESENTATIONS / REPORTS
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**

As agreed upon by the College Council last year (see Goal #4), two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance committees. Those meetings are scheduled for October 30th and March 4th.

This report of the Facilities Planning Committee will be provided at the March 4th meeting and is included in the documents attached to this agenda item.

File Attachments  
[FPC Update for College Council 3-4-20.pdf \(537 KB\)](#)

## **5. FIRST READ RECOMMENDATIONS**

**Subject** **5.1 (First Read) Recommendation from the Instructional Equipment & Library Materials (IELM) Committee to Approve the Laney College IELM Resource Prioritization for FY 2020-21 - Presenter(s): Fred Bourgoin (10 minutes)**

Meeting Mar 4, 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 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 Instructional Equipment and Library Materials (IELM) resources is presented in the attachment.

File Attachments

[2020-21 Prioritized IELM Resource Requests \(from 2019-20 Program...pdf \(725 KB\)](#)

**Subject** **5.2 (First Read) 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 Mar 4, 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 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.

File Attachments

[FRC Resource Committee prioritization list.pdf \(491 KB\)](#)

**Subject** **5.3 (First Read) 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 Mar 4, 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 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.

File Attachments  
[TPC\\_Resource\\_Request\\_prioritization\\_2020\\_ranked \(003\).pdf \(335 KB\)](#)

**Subject** **5.4 (First Read) Recommendation from the Budget Advisory Committee to Approve the Laney College Budget Augmentation Resource Prioritization for FY 2020-21 - Presenter(s): William Trego (10 minutes)**

Meeting Mar 4, 2020 - College Council

Category 5. FIRST READ RECOMMENDATIONS

Access Public

Type

**BACKGROUND / SUMMARY**

An overview of the Laney College budget development and resource allocation/augmentation process will be provided.

According to the augmentation process, all cost centers will be loaded at 90%, and the remaining 10% will be placed into a College general fund reserve. The College's unfunded resource priorities are ranked and submitted for consideration for funding.

This is a presentation of the College's identified resource budget priorities, i.e. augmentation.

File Attachments  
[BAC\\_Augmentation\\_Prioritization\\_V2\\_Highlighted.pdf \(143 KB\)](#)

**Subject** **5.5 (First Read) Recommendation from the Instructional Equipment & Library Materials (IELM) Committee to Approve the Laney College IELM Resource Re-Prioritization for FY 2019-20 - Presenter(s): Fred Bourgoin (10 minutes)**

Meeting Mar 4, 2020 - College Council

Category 5. FIRST READ RECOMMENDATIONS

Access Public

Type ACTION ITEM / RECOMMENDATION, FIRST READ RECOMMENDATIONS

Recommended Action The Instructional Equipment & Library Materials (IELM) Committee recommends approval.

Goals [Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making](#)  
[Goal 3: Offer students the highest quality curriculum and services](#)



**BACKGROUND / SUMMARY**

The IELM Committee has prioritized the relevant requests from the 2018-19 program reviews. The approved/prioritized requests are to be funded immediately upon approval and expended this semester (Spring 2020). Note that the approved 2018-19 prioritized list (from Spring 2019) is attached for reference.

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

IELM Committee

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

In many departments, the highest quality curriculum can only be offered when the necessary equipment is available and in working order. Furthermore, updated library materials are essential to student learning.

**PLAN FOR EVALUATION**

The IELM Committee evaluates its effectiveness and procedures every year through self-assessment. The impact of funded IELM requests will be evidenced in departments' and units' individual 2020-21 program reviews.

File Attachments  
 IELM 20190412.pdf (337 KB)  
 Proposed IELM Allocations for 2019-20.pdf (165 KB)

**Admin Content**

I sent the second attachment ("Prioritized IELM...") to Tammeil for review because we're hoping for her on-the-spot approval at the meeting in order to meet the purchasing deadlines. If she recommends changes, I will submit an improved document by email asap. -Fred

**Subject**                    **5.6 (First Read) Recommendation from the Budget Advisory Committee to Approve the Laney College Tentative Discretionary Budget for FY 2020-21 - Presenter(s): William Trego (10 minutes)**

Meeting                    Mar 4, 2020 - College Council

Category                    5. FIRST READ RECOMMENDATIONS

Access                    Public

Type                    FIRST READ RECOMMENDATIONS

Goals                    Goal 1: Promote Equity  
                                   Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making

**BACKGROUND / SUMMARY**

As per the budget calendar shared with College Council at the February 12th meeting, the compressed district budget schedule only permits for one read/approval of the discretionary budget for College Council. Discretionary budgets/instructions were distributed to the Colleges Feb. 3rd, to Cost Center Managers Feb. 6th, returned to the LBO Feb. 18th, reviewed by BAC alongside resource prioritization/allocation process at the regular meeting Feb. 26th. It must be submitted to the District Budget Director March 6th.

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

Budget Advisory Committee

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

This aligns with College Strategic Goal 1, Objectives 1.1 Align the budget and resource allocation process with the College's mission.

### **PLAN FOR EVALUATION**

College Council to review and recommend to the College President for adoption.

File Attachments  
Laney FY21 Discretionary Budget 2-21-2020.pdf (236 KB)

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

<b>Subject</b>	<b>6.1 Update Provided on the College's Accreditation/Institutional Self Evaluation Report (ISER) Efforts - Presenter: Rudy Besikof &amp; Chris Weidenbach (4 minutes)</b>
Meeting	Mar 4, 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**

Vice President of Instruction Rudy Besikof and Professor Chris Weidenbach will provide an update on the Accreditation Self-Study process, specifically the drafting of the Institutional Self-Evaluation Report for submission to the Accrediting Commission for Community and Junior Colleges.

File Attachments  
Accreditation Update.pdf (629 KB)

## **7. COLLEGE COUNCIL BUSINESS**

<b>Subject</b>	<b>7.1 Check-in on College Council Goals for 2019-20 - Presenter: VPI Rudy Besikof on behalf of President Gilkerson (5 minutes)</b>
Meeting	Mar 4, 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 focussed 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)