



**Wednesday, October 21, 2020  
College Council**

**2:00 - 4:00 PM**  
**Held via Zoom**

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

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**Subject**                    **1.1 Agenda Approval - Presenter: Rudy Besikof (1 minute)**

Meeting                    Oct 21, 2020 - College Council

Category                    1. WELCOME & AGENDA APPROVAL

Access                      Public

Type                         PROCEDURAL

### **BACKGROUND / SUMMARY**

College Council Agenda for the October 21, 2020 meeting to be approved for use.

## **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: Rudy Besikof (2 minutes)**

Meeting                    Oct 21, 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**

Recommendation to Approve the Final Draft of the Laney College (Accreditation) Institutional Self Evaluation Report (ISER)

Recommendation to Approve the Laney College Measure E (formerly Measure B) Parcel Tax Spending Plan

Recommendation to Approve the Revised Laney College Standardized Criteria for Resource Prioritization

### **2.2 General Announcements - Presenter: Rudy Besikof (5 minutes)**

Meeting                    Oct 21, 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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<b>Subject</b>	<b>3.1 Approval of the October 7, 2020 College Council Meeting Minutes - Presenter: Rudy Besikof (2 minutes)</b>
Meeting	Oct 21, 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 October 7, 2020 College Council Meeting are presented for approval.

<p>File Attachments  <a href="#">College Council Meeting Minutes 10-7-2020-to be approved.pdf (408 KB)</a></p>
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### **4. RECOMMENDATIONS / ACTION ITEMS**

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<b>Subject</b>	<b>4.1 Recommendation to Approve a Proposal to Adopt a Standing Shared Governance Committee Meeting Schedule - Presenter: Rudy Besikof (10 minutes)</b>
Meeting	Oct 21, 2020 - College Council
Category	4. RECOMMENDATIONS / ACTION ITEMS
Access	Public
Type	ACTION ITEM / RECOMMENDATION
Recommended Action	Approve implementation of adopting a Standing Shared Governance Committee Meeting Schedule
Goals	Goal 4: Cultivate a culture of belonging, pride and self-reflection for continuous improvement Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making Goal 1: Promote Equity

#### **BACKGROUND / SUMMARY**

It is being recommended to College Council that a standing calendar be set and adopted for all Laney College shared governance committees. The standing calendar would roll over from year to year. For example, the College Council meetings would be set for the 3<sup>rd</sup> Wednesday of every month, held from 2:00 – 4:00pm, and that would remain the same year after year.

The purpose of the recommendation is to allow for a certain level of consistency in campus governance scheduling. The hope is this will also assist in securing participation in Laney College participatory governance such that committees are staffed in time for the first meeting of the academic year.

In the event that a shared governance committee needs to change their standing meeting time, the request would be submitted to College Council for recommendation to the College President. The new schedule would then be updated in the Participatory Governance Operations Manual (PGOM).

Calling special meetings for strategic reasons would be allowed, but should be communicated to the College community in accordance with the Brown Act.

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

None

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

Adopting a standing shared governance calendar would allow for a certain level of consistency in campus governance scheduling. The hope is this will also assist in securing participation in Laney College participatory governance such that committees are staffed in time for the first meeting of the academic year.

By having a set schedule, students, staff and faculty will all be able to 1) plan their schedules to allow them to participate in committees of their choice, and 2) will assist the senate presidents and college president (who make the appointments to shared governance committees) to make their appointments to the committees as soon as schedules are set.

Adopting this standing calendar will also allow for 1) constituents to be intentful in planning around their participatory governance activities, and 2) for student and faculty appointments to be made earlier to help ensure fully staffed committee meetings at the beginning of the term. By making this change, the College community is exhibiting how it can identify a barrier to effectiveness and efficiency, and make recommendations for change for continuous improvement.

This change would address the following 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

**PLAN FOR EVALUATION**

All shared governance bodies conduct annual evaluations of their effectiveness. If there is a concern with this new way of operating, the issues can be raised through that avenue. Also, the College President's Office shall include a question to the effectiveness of this move in its assesment survey of the institution's overall shared governance structure and operations.

File Attachments

[Standing SG Calendar Recommendation to College Council - 10.2020.pdf \(409 KB\)](#)

**5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS**

<b>Subject</b>	<b>5.1 Faculty Senate Update Presentation to College Council - Presenter(s): Fred Bourgoin/Eleni Gastis &amp; Leslie Blackie (6 minutes)</b>
Meeting	Oct 21, 2020 - College Council
Category	5. SHARED GOVERNANCE COMMITTEE UPDATE 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 FOR YOUR AGENDA ITEM**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Faculty Senate will be provided at the October 21st meeting and is included in the document attached to this agenda item.

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The included report highlights the work done by the Faculty Senate since the beginning of the calendar year.

File Attachments  
Report to College Council 20201021.pdf (175 KB)

**Subject** **5.2 Budget Advisory Committee Update Presentation to College Council - Presenter(s): William Trego & Derek Pinto (6 minutes)**

Meeting Oct 21, 2020 - College Council

Category 5. SHARED GOVERNANCE COMMITTEE UPDATE 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 FOR YOUR AGENDA ITEM**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Budget Advisory Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

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Budget Advisory Council Co-Chairs Trego/Pinto provide a summary of BAC and an update of actions in FY20-21 to College Council.

File Attachments  
Budget Advisory Committee Oct 2020 report to CC.pdf (309 KB)

<b>Subject</b>	<b>5.3 Curriculum Committee Update Presentation to College Council - Presenter(s): Heather Sisneros &amp; John Reagar (6 minutes)</b>
Meeting	Oct 21, 2020 - College Council
Category	5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS
Access	Public
Type	SPECIAL PRESENTATIONS / REPORTS
Goals	<p>Goal 3: Offer students the highest quality curriculum and services</p> <p>Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making</p>

### **BACKGROUND / SUMMARY**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Curriculum Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

<p>File Attachments Curriculum Committee Update to College Council 10.21.20.pdf (2,316 KB)</p>
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<b>Subject</b>	<b>5.4 Facilities Planning Committee Update Presentation to College Council - Presenter(s): Amy Marshall (6 minutes)</b>
Meeting	Oct 21, 2020 - College Council
Category	5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS
Access	Public
Type	SPECIAL PRESENTATIONS / REPORTS
Goals	<p>Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making</p>

### **BACKGROUND / SUMMARY FOR YOUR AGENDA ITEM**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Facilities Planning Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

<p>File Attachments CC update 10.15.20.pptx (1,384 KB)</p>
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**Subject** **5.5 Technology Planning Committee Update Presentation to College Council - Presenter(s): Rupinder Bhatia & Nathan Failing (6 minutes)**

Meeting Oct 21, 2020 - College Council

Category 5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS

Access Public

Type SPECIAL PRESENTATIONS / REPORTS

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

**BACKGROUND / SUMMARY FOR YOUR AGENDA ITEM**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Technology Planning Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

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This is to inform the College Council regarding the work of the Technology Planning Committee for the academic Year 20-21. This year's main focus will be to understand the technology training and support needed as well as the challenges that our faculty, staff and students face.

For more information on the TPC, please visit: <https://laney.edu/technology-planning-committee/>

File Attachments

TPC\_Laney\_College\_Council\_update\_Fall20.pdf (141 KB)

**Subject** **5.6 Professional Development Committee Update Presentation to College Council - Presenter(s): Marla Leech & Felipe Wilson (6 minutes)**

Meeting Oct 21, 2020 - College Council

Category 5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS

Access Public

Type SPECIAL PRESENTATIONS / REPORTS

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

**BACKGROUND / SUMMARY FOR YOUR AGENDA ITEM**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Professional Development Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

File Attachments  
 PD Committee\_Goals 2020-2021.pdf (356 KB)

**Subject**                    **5.7 Student Success and Equity Committee Update Presentation to College Council - Presenter(s): Vicki Ferguson & YiPing Wang (6 minutes)**

Meeting                    Oct 21, 2020 - College Council

Category                    5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS

Access                    Public

Type                    SPECIAL PRESENTATIONS / REPORTS

Goals                    Goal 5: Increase awareness and access to disproportionately impacted communities  
 Goal 1: Promote Equity  
 Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making

**BACKGROUND / SUMMARY**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Student Success & Equity Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

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The Student Success & Equity Committee will provide updates to College Council for the 2020-2021 academic year.

File Attachments  
 SSE COMMITTEE Presentation Fall 2020.pdf (1,803 KB)

**Subject**                    **5.8 Strategic Enrollment Management Committee Update Presentation to College Council - Presenter(s): Vicki Ferguson & Mark Fields (6 minutes)**

Meeting                    Oct 21, 2020 - College Council

Category                    5. SHARED GOVERNANCE COMMITTEE UPDATE 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, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Strategic Enrollment Management Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

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The Strategic Enrollment Management Committee presentation provides an update on the committee's work and goals for the 2020-2021 academic year.

File Attachments  
SEM Presentation Fall 2020.pdf (70 KB)

**Subject** **5.9 Institutional Effectiveness Committee Update Presentation to College Council - Presenter(s): Mark Fields & Atiya Rashada (6 minutes)**

Meeting Oct 21, 2020 - College Council

Category 5. SHARED GOVERNANCE COMMITTEE UPDATE 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, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Institutional Effectiveness Committee (IEC) will be provided at the October 21st meeting and is included in the document attached to this agenda item.

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An update of IEC goals and Program Review will be provided

File Attachments  
IEC Slides for College Council Presentation.pdf (691 KB)

**Subject** **5.10 Health, Safety & Security Committee Update Presentation to College Council - Presenter(s): Amy Marshall & Felipe Wilson (6 minutes)**

Meeting Oct 21, 2020 - College Council

Category 5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS

Access Public

Type SPECIAL PRESENTATIONS / REPORTS

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

#### **BACKGROUND / SUMMARY FOR YOUR AGENDA ITEM**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in



October and March.

This report of the Health, Safety & Security Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

File Attachments

HSS Committee\_Goals 2020-2021.pdf (6 KB)

HSS CC update 10.15.20 (1).pdf (727 KB)

**Subject** **5.11 Academic Support Committee Update Presentation to College Council - Presenter(s): Beth Maher, Suzan Tiemroth-Zavala & Ian Latta (6 minutes)**

Meeting Oct 21, 2020 - College Council

Category 5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS

Access Public

Type SPECIAL PRESENTATIONS / REPORTS

Goals

- Goal 3: Offer students the highest quality curriculum and services
- 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 1: Promote Equity

**BACKGROUND / SUMMARY FOR YOUR AGENDA ITEM**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Academic Support Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

File Attachments

ASC 2020 accomplishments and Goals.pdf (221 KB)

**Subject** **5.12 Career Technology Education (CTE) Advisory Committee Update Presentation to College Council - Presenter(s): Kim Bridges & Myron Franklin (6 minutes)**

Meeting Oct 21, 2020 - College Council

Category 5. SHARED GOVERNANCE COMMITTEE UPDATE 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, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the CTE Advisory Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

File Attachments  
[CTE-10\\_13\\_20\\_Rev 5\\_pptx.pptx \(916 KB\)](#)

<b>Subject</b>	<b>5.13 Distance Education Committee Update Presentation to College Council - Presenter(s): YiPing Wang &amp; Laura Espino (6 minutes)</b>
Meeting	Oct 21, 2020 - College Council
Category	5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS
Access	Public
Type	SPECIAL PRESENTATIONS / REPORTS
Goals	<p>Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making</p> <p>Goal 1: Promote Equity</p> <p>Goal 5: Increase awareness and access to disproportionately impacted communities</p> <p>Goal 3: Offer students the highest quality curriculum and services</p>

**BACKGROUND / SUMMARY**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Distance Education Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

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The DE Committee will share its current membership and goals and objectives for the 20-21 school year.

File Attachments  
[Distance Education Committee Update.pdf \(2,562 KB\)](#)

<b>Subject</b>	<b>5.14 Learning Assessment Committee Update Presentation to College Council - Presenter(s): Rebecca Bailey &amp; Heather Sisneros (6 minutes)</b>
Meeting	Oct 21, 2020 - College Council
Category	5. SHARED GOVERNANCE COMMITTEE UPDATE PRESENTATIONS
Access	Public

Type	SPECIAL PRESENTATIONS / REPORTS
Goals	<p>Goal 4: Cultivate a culture of belonging, pride and self-reflection for continuous improvement</p> <p>Goal 1: Promote Equity</p> <p>Goal 3: Offer students the highest quality curriculum and services</p> <p>Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making</p>

### **BACKGROUND / SUMMARY**

As agreed upon by the College Council, two additional Council meetings have been added to the annual calendar of meetings to allow for reports from the College's shared governance bodies (committees & senates). These additional meetings are scheduled in October and March.

This report of the Learning Assessment Committee will be provided at the October 21st meeting and is included in the document attached to this agenda item.

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The Learning Assessment Committee (LAC) has established a new process for assessing Institutional Learning Outcomes (ILOs). This was piloted last year using ILO #4, and though the need to respond to COVID-19 has slowed us down, we are moving forward with ongoing assessment of all ILOs this year. ILO assessment can be done two ways: (1) the short, simple surveys that may or may not involve data entry in curriQunet Meta, and (2) the more involved, intense version using established common rubrics, which requires data entry in Meta on multiple levels.

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

Learning Assessment Committee members created and reviewed the work showed in the documents.

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

Assessment of institutional level learning outcomes (detailed wording of ILOs included in attached documents) furthers achievement of strategic goals 1-4, by the very nature of assessment and the specific nature of each ILO. Assessment is the process by which we achieve continuous quality improvement in all aspects of college work. ILOs cover communication, critical thinking & problem solving, technical skills, global awareness/ethics/civic responsibility, and personal/professional development.

### **PLAN FOR EVALUATION**

We will continue evaluating the work on ILOs on upcoming professional development days, and the LAC will continue to evaluate the processes on a yearly basis. Factors considered will include: how much and quality of data collected, did the process lead to usable action plans, and (upon additional rounds of assessment) does our routine reflection indicate progress. This process was created for long-term success, and is likely to take years to fully show progress for all ILOs.

#### File Attachments

DRAFT ILO 5 Common Rubric for LAC vote 10.16.20 copy.pdf (646 KB)

ILO 1 Common Rubric FINAL copy.pdf (56 KB)

ILO 2 Common Rubric FINAL copy.pdf (55 KB)

ILO 4 Common Rubric FINAL copy.pdf (52 KB)

Links to ILO Surveys for College Council.pdf (72 KB)

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

Subject	<b>6.1 UPDATE - Status of the 2020-21 College-wide Final Budget - Presenter: Derek Pinto (5 minutes)</b>
Meeting	Oct 21, 2020 - College Council
Category	6. UPDATE / DISCUSSION ITEMS

Access Public

Type UPDATE / DISCUSSION

Goals Goal 1: Promote Equity

**BACKGROUND / SUMMARY FOR YOUR AGENDA ITEM**

The VP of Administrative Services will provide an update on the status of the adoption of a final 2020-21 college-wide budget.

**Subject 6.2 UPDATE - Laney College Accreditation (General) - Presenter: Rudy Besikof (5 minutes)**

Meeting Oct 21, 2020 - College Council

Category 6. UPDATE / DISCUSSION ITEMS

Access Public

Type UPDATE / DISCUSSION

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

(A) Dr. Rudy Besikof and Professor Chris Weidenbach will provide an update on the process toward final submission of the Laney College Institutional Self-Evaluation Report.

(B) Dr. Rudy Besikof, Interim President of Laney College will provide an update on the college's progress toward submission of the College (Special Report) response to the ACCJC Action Letter of January 27.

**Subject 6.3 UPDATE by Faculty Prioritization Committee on 2020-21 Faculty Prioritization for Laney College - Presenter(s): Mark Fields & Eleni Gastis (2 minutes)**

Meeting Oct 21, 2020 - College Council

Category 6. UPDATE / DISCUSSION ITEMS

Access Public

Type UPDATE / DISCUSSION

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

**BACKGROUND / SUMMARY**

The Faculty Prioritization Committee will have its first meeting on Friday October 16th. No further updates at this time.

**Subject 6.4 UPDATE by IELM Committee on 2020-21 IELM Prioritization for Laney College - Presenter(s): Fred Bourgoin & Beth Maher (2 minutes)**

Meeting Oct 21, 2020 - College Council

Category 6. UPDATE / DISCUSSION ITEMS

Access Public

Type UPDATE / DISCUSSION

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 FOR YOUR AGENDA ITEM (This should include any contextual information that would be helpful to the Council in considering your item.)**

The attached report details the work of the IELM Committee since the beginning of the calendar year.

File Attachments  
IELM Report to College Council 20201021.pdf (1,063 KB)