



COLLEGE COUNCIL MEETING MINUTES **FINAL**

COMMITTEE: COLLEGE COUNCIL

MEETING DATE: October 7, 2020

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

ATTENDEES: Mark Fields, Vicki Ferguson, Derek Pinto, Beth Maher, Alejandro Acosta, Hope Lane, Karen Tellegen, Larena Baldazo, Fred Bourgoin, Leslie Blackie, Amy Bohorquez, Kim Glosson, Barbara Yasue, Nathaniel Pyle, Sarah Backes-Diaz, Francis Howard, Kathy Ma, Evelyn Lord, Rudy Besikof, Meryl Siegal, William Trego, Heather Sisneros, Amy Marshall, Rupinder Bhatia, Nate Failing, Felipe Wilson, Marla Leech, Vicki Ferguson, YiPing Wang
GUESTS: Chris Weidenbach, Arlene Lontoc, Blanca Montes de Oca, Al Konuwa, Kimberly King

ABSENT: Gary Albury, Clifton Coleman, Alycia Raya, Emelin Hernandez

MINUTES: Maisha Jameson

- HANDOUTS:**
- Meeting Agenda
 - College Council Meeting Minutes – 9.16.20 Meeting
 - ISER Completion – Approval Timeline
 - Accreditation Update - Update on Vetting ISER for Approval
 - 2021-22 Proposed Measure E Allocation Spending Plan
 - Summary of Measure B 2019-20 vs. Measure E 2020-21 Spending
 - Proposed Revised Resource Request Ranking Rubric
 - Final Draft – Institutional Self Evaluation Report (ISER) – as of 10.6.20
 - Draft – Laney College ACCJC November Response
 - Program Review Schedule
 - Program Review Timeline for 2020-21
 - College Council Goal for 2020-21

NEXT MEETING: October 21, 2020

Item	Discussion/Decisions	Action Item
<p>1.1 Agenda Approval <i>Presenter: Rudy Besikof</i></p>	<ul style="list-style-type: none"> • BARBARA YASUE CALLED A MOTION TO APPROVE THE OCTOBER 7, 2020 COLLEGE COUNCIL MEETING AGENDA. VICKI FERGUSON SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. NO ABSTENSIONS. • President Besikof asked that the meeting be dedicated to the memory of Stephen Corlett and Scott Strain. • The Faculty Senate passed a resolution in Stephen Corlett’s memory. The Board of Trustees adjourned the last meeting 	



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	in Stephen Corlett’s memory.	
2.1 President’s Report – Final Decisions made on Recommendations from Previous College Council Meeting <i>Presenter: Rudy Besikof</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"> - The College president approved the recommendation to approve the Revised Laney College Council Integrated Planning Master Calendar for 2020-21 - The College president approved the recommendation to approve the Strategic Enrollment Management Committee’s Membership Composition 	
2.2 President’s Report – General Announcements <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> • Budget Update at this meeting will be simple update from VP Pinto • Clarification was provided on some rules of order for the Council. • The next College Council meeting (10/21) agenda will include the Shared Governance Update Reports. There is no required template. Reports are due to Maisha Jameson by next Thursday, 10/15. Examples can be found in BoardDocs under the October 30, 2019 and March 4, 2020 meetings. • Reminder to Senate Leads to confirm their appointments to College Council, as well as to the other committees that their constituencies have membership on (see PGOM). • The College will be holding a Fall Planning Retreat. Topic to be covered include: Accreditation, Check-in on Strategic Planning Progress, Shared Governance Updates. 	<ul style="list-style-type: none"> • All Shared Governance Leads to submit Committee/Senate Update Reports to Maisha Jameson by 10/15.
3.1 Approval of the September 16, 2020 College Council Meeting Minutes <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> • LARENA BALDAZO CALLED A MOTION TO APPROVE THE SEPTEMBER 16, 2020 COLLEGE COUNCIL MEETING MINUTES. NATE FAILING SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 	
4.1 Recommendation to Approve the Final Draft of the Laney College	<ul style="list-style-type: none"> • DEREK PINTO CALLED A MOTION TO APPROVE THE RECOMMENDATION TO APPROVE THE FINAL DRAFT OF THE LANEY COLLEGE (ACCREDITATION) INSTITUTIONAL SELF 	



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<p>(Accreditation) Institutional Self Evaluation Report (ISER) <i>Presenter: Rudy Besikof</i></p>	<p>EVALUATION REPORT (ISER). NATE FAILING SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. ABSTENTIONS: LESLIE BLACKIE, EVELYN LORD</p> <ul style="list-style-type: none"> • Brought. • The Final Draft of the ISER was brought to the Council for a 1st read at the September 16th meeting. Significant feedback as received after that from Faculty Senate - A recommendation to revise Standard 4D as it relates to Multi-College Districts was provided. The revision was included in the version of the Final Draft that is being presented today. • The process of collecting evidence takes some time. Live links to be changed to static files. It's appropriate to use this time to complete this. • Will also continue to work on minor edits and formatting. • Planning for some level of accreditation education to be provided before March visit so that everyone has a basic understanding of accreditation it's benefits our ISER and what to expect during the comprehensive site visit. • Alejandro Acosta shared that the Classified Senate has reviewed the final draft of the ISER and he is prepared to sign it. He did make share that he wants to acknowledge that the senate was critical of how the College meets certain standards as it relates to human resources, professional development and facilities. We have a long way to go as it relates to classified concerns and there's work that needs to be completed for us to do better. Expects Laney to use this document to move us forward toward improvement in how we serve students. 	
<p>4.2 Recommendation to Approve the Laney College Measure E (formerly Measure B) Parcel Tax Spending Plan <i>Presenter: Derek Pinto</i></p>	<ul style="list-style-type: none"> • MARK FIELDS CALLED A MOTION TO APPROVE THE RECOMMENDATION TO APPROVE THE LANEY COLLEGE MEASURE E (FORMERLY MEASURE B) PARCEL TAX SPENDING PLAN. EVELYN LORD SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. ABSTENTIONS – FRANCIS HOWARD, KIMBERLY KING, BARBARA YASUE • An overview of the 1st read was shared. There was a request for information and background of what got us here. • Each year College received these funds that are meant to support instruction. • District maintains the right to change plan that is submitted in order to comply with the 50% rule. 	



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	<ul style="list-style-type: none"> • A summary of the plan was shared. • Concern was expressed about the use of the bond dollars for courses usually funded by general funds (this funding did not result in extra classes), and the lack of consultation with department chairs on how these dollars to be used. The VP of Administrative Services noted that that the decisions on spending were made by the College’s Budget Advisory Committee. • It was suggested that we plan for student success in our implementation for spring (smaller class sizes, hands on lab etc.). The Distance Education Committee recommended that class sizes be limited to 25 when teaching on line. • It was noted that the funds need to support more researcher time to support this effort. Asked if this was a possibility. • It was asked is there a way for the faculty to identify the classes that we need to keep...like the support classes we cut this semester? • President Besikof noted that he would like to propose that we add to our shared governance process, a system for determining the use of these funds, and that Measure E and Measure B also be brought for discussion by the Strategic Enrollment Management Committee before going to the Budget Advisory Committee. 	
<p>4.3 Recommendation to Approve the Revised Laney College Standardized Criteria for Resource Prioritization <i>Presenter: Derek Pinto</i></p>	<ul style="list-style-type: none"> • MARK FIELDS CALLED A MOTION TO APPROVE THE RECOMMENDATION TO APPROVE THE REVISED LANEY COLLEGE STANDARDIZED CRITERIA FOR RESOURCE PRIORITIZATION. VICKI FERGUSON SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. • Derek Pinto provided history as to why this is coming back to the Council for review. At the end of the 2019-20 term, there was an assessment of the process and rubric used for resource prioritization. The resource committee leads asked for the rubric to be reviewed again. • The recommended revision includes moving the description of one of the criteria from #3 up to #1. 	
<p>5.1 Update - Laney College Accreditation (General) <i>Presenter: Rudy Besikof</i></p>	<ul style="list-style-type: none"> • This update is related to the Special Report to go to ACCJC - written in response to the Commission’s January Action Letter re: fiscal issues, and due in November. Working at the College and with the District to respond. • There were cited issues related to the Integrated Fiscal Plan that was submitted by the District in June 201. These 	



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	<p>included issues of clarity, lacking of evidence and actions taken, and results with tangible goals set.</p> <ul style="list-style-type: none"> • The draft of the College’s response was included in meeting materials for review. • Lots of our response aligns with the College’s Strategic Enrollment Management Plan and how we are addressing the Student Centered Funding Formula. • Most of the issues that the Commission had issue with are being addressed at the District level. • The President noted that he has taken this report to the senates to request feedback. • Input from the campus is important. The plan is to come back to the College Council with the feedback received to follow-up with discussion. • The District has addressed or began to address 75 of the 78 FCMAT recommendations provided. • 	
<p>5.2 Update - Overview of Program Review and Resource Allocation Process <i>Presenter: Derek Pinto</i></p>	<ul style="list-style-type: none"> • An overview of the Program Review (PR) process was provided. • The PRs will now be completed in Curricunet-META. And we are planning for a better and more efficient hand off to our resource committee chairs. • The timeline for the 2020-21 PR process and the schedule for CPR/APR and were shared. • 10/20/20 is the “go live” date in META. • The resource allocation rubric will be embedded within META. • Will do some training and break-out sessions during Flex. Training videos will also be on resource site. IEC PR coaches been identified to help as well. • 12/18/20 will be the deadline. • Heather Sisneros shared a brief demo of the PR module and building your PR in META. • Spoke to alignment of department mission statements and to the College’s mission as well as its strategic goals. • Clifton working on data dashboard. • Everybody will have access to META to work on it. You can designate others to be able to have access to work on it as well. 	
<p>5.3 Update - Status of the 2020-21 College-wide Final Budget <i>Presenter: Derek Pinto</i></p>	<ul style="list-style-type: none"> • The District has not approved a final adopted budget, and hence the official presentation will be further delayed. • Approval set to happen at 10/27/20 BOT Meeting. Will bring back to November College Council Meeting. 	<ul style="list-style-type: none"> • To bring the office presentation on the adoption of the final budget back to



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	<ul style="list-style-type: none"> Continuing to update cost center managers on budgets and carryover, etc. District asked us to complete submissions for Federal Funding (for the first time)...ex. CARES Funding and MSI Funding. Completed those applications on time and will be tracking for those dollars to be allocated to the College. Cost Center managers are Deans, VPs, President. 	<p>the November College Council Meeting.</p>
<p>6.1 Check-in on College Council Goals for 2020-21 <i>Presenter: Rudy Besikof</i></p>	<ul style="list-style-type: none"> Check-in on strategies to meet goals / things done thus far Goal #1 – Asked whether it makes sense to table this Goal given the move to META and the subsequent decision to delay any real change to the process? It was noted that we actually are moving towards these goals with the move to META and the revised Resource Allocation Request Rubric. Goals #3 & #4 – Will use Fall Planning Retreat (make up of missed spring 2019 Planning Retreat) to dig into these goals. Will be including shared governance committee updates, as well as addressing progress made towards the College’s strategic plan, and accreditation. It was suggested that College Council make significant progress towards allowing the Science hands-on labs that weren’t allowed to operate, to begin operating face to face. To include this as part of Retreat in fall. Concern was expressed about the air flow in buildings being addressed to prevent the spread of COVID through the HVAC systems. Response from the Director of Facilities and Operations - We are actively working on this. 100% outside air, new HVAC service contract and new filters. Can use the work and modules built over the summer to begin this process. 	<ul style="list-style-type: none"> Add discussion of science labs returning to face to face instruction to the Fall Planning Retreat.



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Meeting Adjournment

- VICKI FERGUSON CALLED A MOTION TO ADJOURN THE OCTOBER 7, 2020 COLLEGE COUNCIL MEETING. FRED BOURGOIN SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.

Meeting Adjourned 3:40 pm.