

COLLEGE COUNCIL MEETING MINUTES **FINAL**

COMMITTEE: COLLEGE COUNCIL

MEETING DATE: December 9, 2020

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

ATTENDEES: Mark Fields, Vicki Ferguson, Derek Pinto, Beth Maher, Gary Albury, Alejandro Acosta, Karen Tellegen, Clifton Coleman, 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, Martha (Ann) McMurdo, William Trego, John Reager, Amy Marshall, Rupinder Bhatia, Nate Failing, Felipe Wilson, Marla Leech, YiPing Wang, Veronica Then, Heather Sisneros, Mingshi Song
GUESTS: Shirley Coaston, Laura Espino

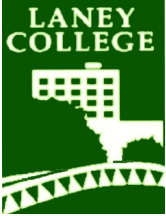
ABSENT: Hope Lane, Alycia Raya, Emelin Hernandez, Diane Chang

MINUTES: Arlene Lontoc

- HANDOUTS:**
- Meeting Agenda
 - College Council Meeting Minutes – 11.18.20 Meeting
 - 2020-2021 College Council Mid-Year Report 2020-2021
 - College Council Mid-Year Evaluation Survey 2019-20
 - Faculty Prioritization Ranking and Memo
 - 2020-2021 College Council Membership List
 - College Council 2020-2021 Goals

NEXT MEETING: February 10, 2021

Item	Discussion/Decisions	Action Item
1.1 Agenda Approval <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> • DEREK PINTO CALLED A MOTION TO APPROVE THE DECEMBER 9, 2020 COLLEGE COUNCIL MEETING AGENDA. EVELYN LORD SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. NO ABSTENSIONS. 	
1.2 Introduction of New Members and Guests	<ul style="list-style-type: none"> • No introductions were made. 	
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"> • There were no recommendations forwarded to the President from the previous Council meeting. No items to report back. 	



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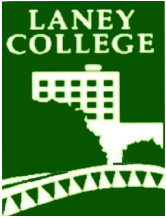
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2.2 President's Report – General Announcements

Presenter: Rudy Besikof

- President Besikof expressed appreciation to the efforts of so many toward the work as it relates to diversity, equity and inclusion this semester.
- The President also shared that in terms of the Professional development initiatives there has been a lot of work across our college and would like to acknowledge all the faculty, classified professionals and administrator for coming together.
- Also along the way during the semester, we have had a number of our colleagues, decided to retire or move on to perhaps pursue other directions. President Besikof are going to be taking the time to gather those names and give recognition of those colleagues and he will share success stories to our campus community.
- President Besikof shared the results of the break out groups discussion from the November Planning retreat. Our five strategic goals were discussed in those break out groups. The results were summarized based on the things that we are already doing for our students and what we can do moving forward to continue to improve and align those goals with each objectives.
 - Goal 1: Promote Equity
 - Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making
 - Goal 3: Offer students the highest quality curriculum and services
 - Goal 4: Cultivate a culture of belonging, pride and self-reflection for continuous improvement
 - Goal 5: Increase awareness and access to disproportionately impacted communities.
- Evelyn Lord asked about the portal that was on the power point slide. President asked the College Council what comes to mind when they saw the word portal? Some of the answer from the chat was student home page, canvas, individual student signing into multiple apps etc.

President Besikof will be providing the report back sheets to the IEC Co-chairs and will be requesting the committee that this be added to their agenda to talk about. And as far as next steps we should continue the discussion and possible recommendation to the College Council.



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Announcements:

- President Besikof shared where we are on the schedule development process. It was shared from his meeting at the Chancellor's cabinet that rather than a summer fall combined schedule what is going to be published by the four colleges will be a summer schedule and then a fall schedule.
- An update was provided by Acting VPI Mark Fields in regards to schedule development process. The scheduling taskforce had a couple of really good meetings about ways we can improve the internal process so that there's a greater communication between parties. Improve the internal process of communicating when changes are due and when it needs to be return to meet the submission timeline for schedule development. Dr. Fields also shared that the taskforce talked about starting the process a lot earlier than we do now and consistent with what the other colleges are doing right now.
- President Besikof provided an update in regards to our Spring 2021 semester. An announcement earlier this week that we are essentially will take a pause due to the stay at home order. The President expressed his gratitude to the Vice Presidents, Dean Crabtree, Instructional Deans, Coach John Beam, Leslie Blackie, CTE Chairs Myron Franklin and Kim Bridges, Faculty Senate and Classified President and Vice President, department chairs who took time to meet in a very short notice and had a consultation work on how to move forward.
- The President also share that we are not going to disrupt the schedule and change start dates. But instead those labs will start with hybrid or remote offerings and we will keep the same timing.



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	<ul style="list-style-type: none"> - Faculty Senate Vice President Leslie Blackie expressed appreciation to the consultation that occurred from the College leadership but concerned about the lack of shared governance at the District level. - A question was asked by Evelyn Lord about the information on the transition to a new security plan? President Besikof responded that he does not have any information right now but will be happy to provide an update at the next College Council meeting. Amy Marshall provided an insight about the safety ambassador program. It was shared that technically it's not a security program. They are not providing security services rather than a public safety ambassador program. It was expressed that there should be more clarifications and clear communications on this transition to the new security plan. 	<p>President Besikof will provide an update about the transition to the new security plan.</p>
<p>3.1 Approval of the November 18, 2020 College Council Meeting Minutes <i>Presenter: Rudy Besikof</i></p>	<ul style="list-style-type: none"> • DEREK PINTO CALLED A MOTION TO APPROVE THE NOVEMBER 18, 2020 COLLEGE COUNCIL MEETING MINUTES. MARK FIELDS SECONDED THE MOTION. NO ABSTENSIONS. THE MOTION WAS APPROVED UNANIMOUSLY. 	
<p>4.1 (2nd Read) Recommendation from the Faculty Prioritization Committee to Approve the 2020-21 Faculty Prioritization for Laney College <i>Presenter(s): Mark Fields & Eleni Gastis</i></p>	<p>FRED BOURGOIN CALLED A MOTION TO APPROVE THE RECOMMENDATION (2nd read) FROM THE FACULTY PRIORITIZATION COMMITTEE TO APPROVE THE LANEY 2020-2021 FACULTY PRIORITIZATION LIST. VICKI FERGUSON SECONDED THE MOTION. (17 AYS. 1 NAY.) 1 ABTENSION: EVELYN LORD. THE MOTION WAS APPROVED WITH THE UNDERSTANDING THAT THE FINAL DOCUMENT WILL INCLUDE DETAILS OF THE POSITIONS.</p> <ul style="list-style-type: none"> • Mark Fields presented on this item. 	



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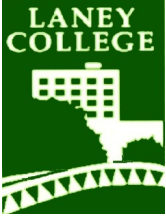
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	<ul style="list-style-type: none"> • A background was provided. This is the second read, the only thing changed from the first read was that ART was listed and should not be listed since it was filled already so now the document is updated and ART was removed out of the ranking. Memo is the same. • A question was asked by Fred Bourgoïn if there was a request from the previous meeting to elaborate or flesh out the positions. Explaining what is Counseling 1 or Counseling 2. Mark responded that there was a discussion in about this when the committee did the ranking, like for example the Library positions are two different positions (Lib1 and Lib2) and each position was ranked separately. • It was shared that Distance Education (D.E.) is not a discipline however, it is a department or it's a function of the College that has a faculty involved in and provides services to the rest of the college. • President Besikof clarified that the request is to move the Distance Ed Coordinator away from the District and make it a faculty position as part of Laney College regular full-time faculty. • There was a suggestion if those positions can be explicitly explained in details. <p>The motion was approved with the understanding that the formal document will be updated to include those details requested by the council.</p>	<p>President Besikof asked that PFC to please reconvene to debrief and when we do have our report back to committee's and share out to College Council the outcome of the discussion.</p>
<p>5.1 Update on Overview of Program Review, Hand off to Resource Allocation Process <i>Presenter: Derek Pinto</i></p>	<ul style="list-style-type: none"> • Derek Pinto presented on this item. • An overview of the resource allocation process. • Program reviews have to be validated and handed off to the resource committees to be prioritized. This happens in the January timeframe and then, once that finishes they go to budget advisory committee for ranking. • An overview of the budget and resource allocation timeline was presented. <p>✓ January: Governor's Tentative Budget,</p>	



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	<p>be validated, Resource Committees complete their ranking</p> <ul style="list-style-type: none"> ✓ February: First week: discretionary budgets distributed, BAC Special Meetings 19-20: Feb 5, 11, 18, 19, 21 BAC Regular Meeting 19-20: Feb 26 final prioritization list. Last week: discretionary budgets reviewed/approved by BAC ✓ March: First read for committees: IELM, Facilities, Technology, BAC, College Council to adopt College tentative budget 21-22 (one read only) Preliminary budget presented to Budget Director and Planning Budgeting Council, round 1 & 2 position control reviews completed with Cost Center Managers. 	
<p>6.1 College Council Business – Check-in on the College Council Goals for 2020-21</p> <p><i>Presenter: President Besikof</i></p>	<p>Members were assigned into break out groups and brainstormed about strategies to implement in working towards further achieving these goals. Some of the suggestions/discussion report from each break out groups are listed below:</p> <p>GOAL #1 – Improve the overall efficiency of – and adherence to – the College’s CPR/APR process, and the planning & resource allocation model, including ensuring these processes align with the College’s mission & strategic goals. Continue evaluating and refining the program review process and prioritization rubric(s).</p> <ul style="list-style-type: none"> • Talked about the calendar and how early, it would be feasible to open up the APR/CPR process or if it was possible to have a rolling validation process in the IEC trying to ideally closing in the early November time frame. Provide a calendar that will allow for some dedicated time for Deans to meet with department chairs. The earlier the submission deadline the more opportunity we have for a better process of resource allocation and for closing the loop. 	



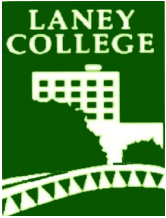
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	<p>GOAL #2 – Review and reassess the voting rights of the College Council’s shared governance committee and union representative members.</p> <ul style="list-style-type: none">• The group discussed and asked why a change from having everyone voting to having some non-voting members. Rationale why the changed and the group suggested that is a good is to bring back this question to the whole group again.• It was suggested to look back at the previous minutes to check the history behind the voting rights of the College Council’s shared governance committee and union representative members. <p>GOAL #3 – Improve the college community’s awareness of the College Council’s work.</p> <ul style="list-style-type: none">• The group talked about that it would be great to include some information in the weekly email blast that goes out from the PIO’s office. Larena Baldazo shared that she usually tailors this for students, but in an effort to eliminate separate emails she can include the update within that newsletter and send it to faculty and staff as well. Our PIO also shared that she can create some area on the laney.edu homepage. It was also suggested that since we already have a shared governance web page, our next step is to link that to the homepage that includes information about our goals, the outcomes and how does this affect us. <p>GOAL #4 – Provide oversight and coordination of progress made towards achieving the College’s strategic goals and objectives.</p> <ul style="list-style-type: none">• Talked about the implementation of software that was purchased like the CurriQunet Meta. It was expressed that it was exciting to see that we are using Meta for our program review process right now. The group also talked about the scheduling and grant management software that we bought and happy that we are using	<p>President Besikof suggested discussion about this at Faculty Senate, Classified Senate, President’s Cabinet.</p> <p>Add to the agenda item for President Cabinets meeting. Placed follow-up discussion of this item as an agenda item for the next Council meeting.</p>
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	<p>them. Is there a better way to tract or create processes to encourage the utilization of thethings that we are actually purchasing?</p> <ul style="list-style-type: none"> • Importance of the reporting update when we have committee meetings that reports to collegeCouncil and kind of talks about what they're doing and ways that we can collaborate more between those groups, because sometimes conversations happened in those meetings that also happen in College Council and people end up working on the same project in parallel, as opposed to together. The group expressed if College Council be a place to support collaboration between committees and betweenwork that's being done across the campus. • Talked about community agreements and hope that all committees have community agreementsand use the same language. Processes on how we communicate with each other. • IEC has this a s a goal, hope to have a report out and collaboration. • Better ways of facilitating communication between IEC and the other committees. 	
<p>6.2 Check-in on College Council Membership/Attendance 2020-21 – <i>Presenter: President Besikof/Arlene Lontoc</i></p>	<ul style="list-style-type: none"> • The Council has agreed to review its membership at the end of each semester to determine if any changes need to be made dueto non-attendance. • An update was provided on the Council’s membership attendance for the fall semester. 	<p>All Senate leads to continue to confirm and submit their appointments to the College Council.</p>
<p>6.3 College Council Mid-Year Report 2020-2021- <i>Presenter: President Besikof/Arlene Lontoc</i></p>	<ul style="list-style-type: none"> • The Mid-Year Report for the Council wasprovided. It will be posted to the College Council website as well. 	
<p>6.4 College Council Mid-Year Evaluation 2020-2021 <i>Presenter: President Besikof/Arlene Lontoc</i></p>	<ul style="list-style-type: none"> • The Mid-Year Evaluation for College Council will be sent out to all Council members after themeeting. All were asked to complete the short survey. 	<p>Council members to complete the Mid-Year Evaluation Survey.</p>

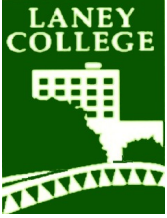


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7.1 Announcements

- Technology planning committee has sent out a survey to assess the technology training needs for everyone administrators, faculty & classifieds. Encouraging everyone to fill out the survey.
- Curriculum Committee is finishing up the project of the emergency temporary blanket in DE addendum that needed to approve for summer and fall.
- The virtual CTE fair was a success, there were booths that were set up and people could come in and chat with different departments. There were about 500 people register.
- Fred Bourgoin gave a shout out to Arlene Lontoc for doing a great job in filling in for Maisha.
- D.E Committee sent out the survey for faculty and students. Text Please remind student to fill out the survey the
- President Besikof would like to express his appreciation to Dr. Konuwa's contribution to our Accreditation process and his assignment will be ending on December 31.
- President Besikof announced the appointment of Rupinder Bhatia as the new Accreditation Liaison's Officer.
- Campus Access Taskforce survey was out. Closing on December 16. Encourage to fill out the survey to get the needs are for our faculty and staff.
- The Laney College Art gallery is now virtual and there is some student work.
- D.E. survey that was sent out to student was a text and close to 300 responses. Gary Albury is now the Acting Associate Dean of Educational Success. Nicole Kelly will be Acting Director of Associated Students and Campus Life.
- President Besikof expressed appreciation of the ASLC students body for representing in our shared governance committees and College Council.



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7.2 Meeting Adjournment

- MARTHA (ANN) MCMURDO CALLED A MOTION TO ADJOURN THE DECEMBER 9,2020 COLLEGE COUNCIL MEETING. LESLIE BLACKIE SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.

Meeting Adjourned 3:59 pm.