



Wednesday, September 21, 2022
College Council

2:00 - 4:00 PM

Held via Zoom <https://cccconfer.zoom.us/j/92908821823> or T-850

1. WELCOME & AGENDA APPROVAL

Subject **1.1 Agenda Approval - Presenter: Rudy Besikof (5 minutes)**

Meeting Sep 21, 2022 - College Council

Category 1. WELCOME & AGENDA APPROVAL

Access Public

Type PROCEDURAL

BACKGROUND / SUMMARY

College Council Agenda for the September 21, 2022 meeting to be approved for use.

File Attachments

[College Council Meeting Agenda_9.21.22.pdf \(327 KB\)](#)

Subject **1.2 Introduction of New Members - Presenter: Rudy Besikof (2 minutes)**

Meeting Sep 21, 2022 - College Council

Category 1. WELCOME & AGENDA APPROVAL

Access Public

Type PROCEDURAL

BACKGROUND / SUMMARY

Newly appointed members to the Council will be introduced.

2. PRESIDENT'S REPORT

Subject **2.1 President's Report back - Final Decisions on Recommendations from the Previous College Council Meeting - Presenter: Rudy Besikof (5 minutes)**

Meeting Sep 21, 2022 - 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.

Subject **2.2 General Announcements - Presenter: Rudy Besikof (10 minutes)**

Meeting Sep 21, 2022 - College Council

Category 2. PRESIDENT'S REPORT

Access Public

Type PROCEDURAL

BACKGROUND / SUMMARY

The College President will share general announcements with the College Council.

File Attachments

[PRESIDENT'S UPDATES \(4\).pdf \(185 KB\)](#)

3. MINUTES

Subject **3.1 Approval of the September 7, 2022 Special College Council Meeting Minutes - Presenter: Rudy Besikof (3 minutes)**

Meeting Sep 21, 2022 - 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 September 7, 2022 Special College Council Meeting are presented for approval.

File Attachments

[College Council Meeting Minutes-9.7.2022 to be approved.pdf \(368 KB\)](#)

4. ORIENTATION TO COLLEGE

Subject **4.1 Orientation to College College Council - Presenter: Rudy Besikof (15 minutes)**

Meeting Sep 21, 2022 - College Council

Category 4. ORIENTATION TO COLLEGE

Access Public

Type UPDATE / DISCUSSION

Annual Orientation to the College Council provided to Council members - to include:

- College's Mission, Vision & Values
- College's/District's Shared Governance Structure / PGOM

- College's/District's Decision Making Process
- College's Strategic Plan - Mapping Agenda Items
- Council Assessment / Evaluation
- Council Charge, Membership, Goals, Schedule, etc.
- Council's Integrated Planning Master Calendar
- Council's Document Submission Calendar & Agenda Development/BoardDocs
- Committee/Council Member Responsibilities

File Attachments

Mission Vision & Values Statement - 5.2018 - Final approved through CC.pdf (390 KB)
 FINAL-2018-2023-Laney-College-Strategic-Plan.pdf (830 KB)
 College Council Overview from PGOM.pdf (59 KB)
 Effective Committee Member Checklist-MJ 9.3.19.pdf (439 KB)
 Constituency Report Back Form.pdf (229 KB)
 PGOM FINAL - Updated as of 10.24.2021 (5).docx (1,062 KB)
 2022-2023 College Council Submission Calendar - as of 8.31.22 (1) (1).pdf (749 KB)
 DRAFT Shared_Governance_Meetings_Calendar - Fall 2022 - as of 9.20.2022.pdf (442 KB)
 PGOM FINAL - Updated as of 10.24.2021 (5) (1).pdf (6,766 KB)

5. RECOMMENDATIONS/ACTION ITEMS

Subject	5.1 (Second Read) Accreditation Follow-up Report-Presenter: ALO Dr. Becky Opsata (15 minutes)
Meeting	Sep 21, 2022 - College Council
Category	5. RECOMMENDATIONS/ACTION ITEMS
Access	Public
Type	UPDATE / DISCUSSION
Goals	Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making

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

Vice President of Instruction/ALO Dr. Rebecca Opsata will provide an update on where we are on our Follow-up Reports submission timeline.
 A new updated version of the Follow-Up Report attached and incorporated the feedback from all four colleges.

Follow-Up Report is due to ACCJC on October 1st, 2022.

Discussion of the report at Laney:

Follow-Up Report due to ACCJC October 1st

September 21: College Council - vote

September 20: Faculty Senate - vote

September 9: Deadline for edits – omissions, additions, and errors

September 7: College Council (special meeting) – collect edits

September 6: Faculty Senate – collect edits

September 2: Classified Senate – collect edits

File Attachments

[Draft ACCJC FUR 09 05 22.pdf \(1,476 KB\)](#)
[DraftACCJCFUR_9_15_2022_LANEY.docx.pdf \(4,655 KB\)](#)

Subject **5.2 (Second Read) Strategic Plan Goals and Objectives Proposed Revisions**
Presenter:(s) Rudy Besikof and Becky Opsata (30 minutes)

Meeting Sep 21, 2022 - College Council

Category 5. RECOMMENDATIONS/ACTION ITEMS

Access Public

Type

File Attachments
[IEC recommended edits to goals and objectives 2022.4.7 \(1\).pdf \(85 KB\)](#)
[Post September retreat edits 2022.9.13.pdf \(114 KB\)](#)

Subject **5.3 (Second Read) CTE Grants Resource Allocation Rubric: Presenter(s) Ally Tomas & Leslie Blackie (5 minutes)**

Meeting Sep 21, 2022 - College Council

Category 5. RECOMMENDATIONS/ACTION ITEMS

Access Public

Type FIRST READ RECOMMENDATIONS

Goals

- 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 3: Offer students the highest quality curriculum and services
- Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making
- Goal 1: Promote Equity

BACKGROUND / SUMMARY

The CTE Grants Resource Allocation Rubric was created to be used to evaluate proposals for CTE Grant funding and to equitably determine departmental allocations. The rubric is align with the Resource Request Ranking Rubric used for Laney's Program Review process.

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

Laney CTE Advisory Committee, Faculty Senate, Classified Senate, Budget Advisory Council, and Institutional Effectiveness Committee

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

The CTE Grants Resource Allocation Rubric is a step toward transparency in how departmental allocations from CTE Grants are decided.

PLAN FOR EVALUATION

The rubric will be used to evaluate grant funding and allocations.

File Attachments
[CTE Grants Resource Allocation Rubric\[94\].pdf \(105 KB\)](#)

6. UPDATE/ DISCUSSION ITEMS

Subject **6.1 Update on Laney College Educational Master Planning Process/Timeline:
Presenters: Rudy Besikof and Becky Opsata (10 minutes)**

Meeting Sep 21, 2022 - College Council

Category 6. UPDATE/ DISCUSSION ITEMS

Access Public

Type

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

File Attachments
[Laney College EMP Timeline draft \(1\).pdf \(105 KB\)](#)

Subject **6.2 Presentation: Laney Plan for the Allocation of Measure E Funds (Parcel Tax)
Presenter: Becky Opsata (10 minutes)**

Meeting Sep 21, 2022 - College Council

Category 6. UPDATE/ DISCUSSION ITEMS

Access Public

Type UPDATE / DISCUSSION

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

Historical Background

Each of the Peralta Community College District colleges is given an allocation of Measure E funds annually. For the 2022-2023 academic year, the allocation for Laney College is \$2,802,952.55

In previous fiscal years, the Peralta District Finance & Administration Office had the colleges identify a plan for assigning use, first of part-time instructional and part-time non-instructional faculty, (through Fund 1351) directly to Fund 12, referred to as Measure B (the Parcel Tax name on the voter ballot). 2020 was the first year of the renewal of the Parcel Tax now known as Measure E, effective 2020- 2028. Funds are now placed in the specially designated Fund 8.

File Attachments
[Laney Parcel Tax Plan 2022-2024 for governance 2022.9.13.pdf \(188 KB\)](#)

Subject	6.3 Update on the Proposed Adopted Budget for FY 2022-2023 -Presenter(s): Dettie Del Rosario (10 minutes)
Meeting	Sep 21, 2022 - College Council
Category	6. UPDATE/ DISCUSSION ITEMS
Access	Public
Type	UPDATE / DISCUSSION, SPECIAL PRESENTATIONS / REPORTS

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

File Attachments
[Budget Presentation FY23 Final.pdf \(370 KB\)](#)

7. COLLEGE COUNCIL BUSINESS

Subject	7.1 (First Read) Check-in on College Council Goals for 2022-23 - Presenter: President Besikof (15 minutes)
Meeting	Sep 21, 2022 - College Council
Category	7. COLLEGE COUNCIL BUSINESS
Access	Public
Type	COLLEGE COUNCIL BUSINESS

BACKGROUND / SUMMARY

(First Read) Review of the proposed 2022-23 College Council Goals. The Council members will provide feedback on the proposed goals which were informed by the results of the Council's End-of-the-Year Evaluation Survey. The final 2022-23 Goals for College Council are to be confirmed at the first meeting of the 2022-23 academic year.

COLLEGE COUNCIL GOALS 2022-23 Academic Year PROPOSED DRAFT

- **GOAL #1 – (New and slightly revised 2021-22 carry-over Goal)** Improve the overall efficiency of – and adherence to – the College’s CPR/APR process, and the planning & resource allocation model, including creating a smoother college planning process as it relates to program review validation, resource prioritization and evaluation.
- **GOAL #2 – (2021-22 carry-over Goal)** Provide oversight and coordination of progress made towards achieving the College’s strategic goals and objectives.
- **GOAL #3** – Develop a community agreement for how we communicate and engage with each other as committee members, ensuring that all input is welcomed and valued. Apply a Diversity Equity & Inclusion (DEI) lens to committee work, membership and decisions.
- **GOAL #4** – Institute time for monthly updates and feedback from the college’s shared governance bodies, as well as for deep dives into matters that require more in-depth discussions.
- **GOAL #5** – Improve Council members’ reporting out about Council matters to their constituencies, and reporting back to the Council about their constituencies needs/feedback/input.

File Attachments

[CC goal progress data collection 2021.12.8 \(4\).pdf \(122 KB\)](#)[College Council Goals 2022-2023 PROPOSED DRAFT 8.31.22.pdf \(193 KB\)](#)**Subject** **7.2 (First Read) College Council Master Calendar for 2022-23 - Presenter: Arlene Lontoc (10 minutes)**

Meeting Sep 21, 2022 - College Council

Category 7. COLLEGE COUNCIL BUSINESS

Access Public

Type COLLEGE COUNCIL BUSINESS

BACKGROUND / SUMMARY

Review of the proposed College Council Integrated Planning Master Calendar for 2022-23. The Council members will provide feedback on the calendar, which are to be confirmed at the first meeting of the 2022-23 academic year.

File Attachments

[College Council Integrated Planning Master Calendar for 2022-23- DRAFT#2 as of 9.7.22.pdf \(326 KB\)](#)**Subject** **7.3 Check-in on the College Council Membership for 2022-23 - Presenter: Arlene Lontoc (5 minutes)**

Meeting Sep 21, 2022 - College Council

Category 7. COLLEGE COUNCIL BUSINESS

Access Public

Type COLLEGE COUNCIL BUSINESS

BACKGROUND / SUMMARY

College Council membership for 2022-23 reviewed and discussed.

Plan for filling vacancies to be discussed.

Faculty Division – Career & Technical Education Appointment Needed

Faculty Division – Student Services Appointment Needed

File Attachments

[College Council 2022-23 Membership List - DRAFT as of 8.30.2022.pdf \(370 KB\)](#)**Subject** **7.4 Review: End-of-the-Year Assessment of Shared Governance Committees- Presenter: Arlene Lontoc (3 minutes)**

Meeting Sep 21, 2022 - College Council

Category 7. COLLEGE COUNCIL BUSINESS

Access Public

Type COLLEGE COUNCIL BUSINESS

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

Review/Share: Survey Assessment of all the shared governance committees that was sent out

File Attachments

[Learning Assessment Committee End-of-Year Survey 2021-22.pdf \(284 KB\)](#)
[Distance Education Committee End-of-Year Survey 2021-22.pdf \(243 KB\)](#)
[Facilities Planning Committee End-of-Year Survey 2021-22.pdf \(247 KB\)](#)
[Classified Senate End-of-Year Survey 2021-22.pdf \(256 KB\)](#)
[Academic Support Committee End-of-Year Survey 2021-22.pdf \(250 KB\)](#)
[Technology Planning Committee End-of-Year Survey 2021-22.pdf \(256 KB\)](#)
[Faculty Senate End-of-Year Survey 2021-22.pdf \(260 KB\)](#)
[Professional Development Committee End-of-Year Survey 2021-22.pdf \(269 KB\)](#)
[Open Educational Resource Committee End-of-Year Survey 2021-22.pdf \(266 KB\)](#)
[Institutional Effectiveness Committee End-of-Year Survey 2021-22.pdf \(258 KB\)](#)
[Student Success & Equity Committee End-of-Year Survey 2021-22.pdf \(258 KB\)](#)
[Health, Safety & Security Committee End-of-Year Survey 2021-22.pdf \(252 KB\)](#)
[Career Technology Education \(CTEA\) Advisory Committee End-of-Year Survey 2021-22.pdf \(249 KB\)](#)
[Strategic Enrollment Management Committee End-of-Year Survey 2021-22.pdf \(257 KB\)](#)
[Instructional Equipment & Library Materials Committee End-of-Year Survey 2021-22.pdf \(53 KB\)](#)
[Budget Advisory Committee End-of-Year Survey 2021-22.pdf \(254 KB\)](#)
[Student Loan Default Prevention Committee End-of-Year Survey 2021-22.pdf \(52 KB\)](#)
[Curriculum Committee End-of-Year Survey 2021-22.pdf \(54 KB\)](#)

Subject 7.5 BoardDocs Check-in - Presenter: Arlene Lontoc (5 minutes)

Meeting Sep 21, 2022 - College Council

Category 7. COLLEGE COUNCIL BUSINESS

Access Public

Type COLLEGE COUNCIL BUSINESS

BACKGROUND / SUMMARY

This will be a quick check-in on the following:

- Status of the transition of all Laney committees' to the BoardDocs platform
- Submitting Agenda Items
- Best practices for working in BoardDocs
- Any remaining training needs
- Q & A

File Attachments

[BoardDocs Guide to Submitting a College Council Agenda Item.pdf \(889 KB\)](#)

Subject 7.6 BOARDDOCS TRAINING (WILL BE HELD AFTER COLLEGE COUNCIL from 4:00pm-5:00pm) - Presenter: Arlene Lontoc (1 hour)

Meeting Sep 21, 2022 - College Council

Category 7. COLLEGE COUNCIL BUSINESS

AccessPublic

TypeCOLLEGE COUNCIL BUSINESS, SPECIAL PRESENTATIONS / REPORTS

BACKGROUND / SUMMARY

The College Council has moved to BoardDocs for not only the platform within which the Council's documents are maintained, but also for the creation of Council meeting agendas.

An overview and training on how to navigate within the system and how to submit agenda items will be presented. This will be a quick refresher (as needed) on how to submit an agenda item through BoardDocs. Additional and more comprehensive training will be provided later on, as needed.

File Attachments

[BoardDocs Guide to Submitting a College Council Agenda Item.pdf \(889 KB\)](#)

8. ADJOURNMENT

Subject	8.1 Adjournment
Meeting	Sep 21, 2022 - College Council
Category	8. ADJOURNMENT
Access	Public
Type	ACTION ITEM / RECOMMENDATION