



COLLEGE COUNCIL MEETING MINUTES **FINAL**

COMMITTEE: COLLEGE COUNCIL

MEETING DATE: October 06, 2021

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

ATTENDEES: Rudy Besikof, Rebecca Opsata, Derek Pinto, Mark Fields, Diane Chang, Atiya Rashada, Karen Tellegen, Diana Davaasuren, Larena Baldazo, Fred Bourgoin, Leslie Blackie, Amy Bohorquez, Barbara Yasue, Nathaniel Pyle, Evelyn Lord, Bilal Homran, Ann McMurdo, John Reager, Marla Leech, Felipe Wilson, Yiping Wang, Nathan Failing, Heather Sisneros, Francis Howard, Chandra Johnson-Malone, Amy Marshall, Alejandro Acosta
GUEST: Chris Weidenbach, Ian Latta, Reginald Constant, Kim Bridges

ABSENT: Kim Glosson, Hope Lane

MINUTES: Arlene Lontoc

HANDOUTS:

- Meeting Agenda
- College Council Meeting Minutes – 9.15.21 Meeting
- President’s Update
- Shared Governance Committee Update Report Presentation
 - Academic Support Committee
 - Associated Students of Laney College
 - Budget Advisory Committee
 - Classified Senate
 - Distance Education Committee
 - Institutional Effectiveness Committee
 - Professional Development Committee
 - Strategic Enrollment Management Committee
 - Technology Planning Committee
- Open Educational Resource Committee (OER)-new
- Adopted Budget for FY2021-2022
- 2021-2022 College Council Goals
- 2021-22 College Council Membership List

NEXT MEETING: November 3, 2021



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Item	Discussion/Decisions	Action Item
1.1 Agenda Approval <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> DIANE CHANG CALLED A MOTION TO ADD THE ASLC PRESENTATION UPDATE ON THE OCTOBER 6, 2021 COLLEGE COUNCIL MEETING AGENDA. LESLIE BLACKIE SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY WITH THE CHANGES. NO ABSTENSIONS. 	
2.1 Final Decisions made on Recommendations from the 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"> President Besikof accepted: <ol style="list-style-type: none"> The Council's Recommendation to Approve the Laney College Council Goals for AY 21-22 The Council's Recommendation to Approve the Laney College Council Integrated Master Planning Calendar FY 2021-22 The Council's request to approve time change for Technology Planning Committee meeting, 	
2.2 General Announcements <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> President Besikof provided an update concerning notices for return to campus. Notices will be send to individuals and will be going out from the area VP's/Deans. Oct 21, 2021 return date. Management begin returning this week. Monday, 10/11: Complete Q&A responses, forensics report going out from District Tuesday, 10/12, 12:30 p.m. – All Faculty meeting Wednesday, 10/13, 12:30 p.m. – 1:30pm Management/Classified Professionals Q&A meeting “Meet and Confer” style discussion may continue minus the volunteer aspect. Ongoing assessment on return to campus President Besikof shared appreciation and thanks to Dr. Kimberly King, Mark Rauzon, community members. The Poor People’s Campaign Tech In was a great event. One Stop Fall Fest – October 12 & 13 Accreditation Visit - October 18 &19 College FLEX Day – October 20 Food distribution continues-cafeteria is open. 	



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<p>3.1 Approval of the September 15, 2021 College Council Meeting Minutes <i>Presenter: Rudy Besikof</i></p>	<ul style="list-style-type: none"> FRED BOURGOIN CALLED A MOTION TO APPROVE THE SEPTEMBER 15, 2021 COLLEGE COUNCIL MEETING MINUTES. FRANCIS HOWARD SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. ABSTENSION: CLIFTON COLEMAN 	
<p>4.1 Adoption of the New OER Committee <i>Presenter: Yiping Wang</i></p>	<ul style="list-style-type: none"> Yiping Wang presented on this item. A new committee under Faculty Senate: Open Educational Resources (OER) Committee to advocate OER on campus, provide training to support faculty in adaptation, adoption, and creation of OER for their courses, and keep abreast of California legislation regarding the use of OER. Open Educational Resources (OER) Committee proposal submitted to Faculty Senate, first read with recommendation on 3/16/2021, second read and approval on 4/6/2021. Yiping Wang shared the OER Committee charge, meeting dates, responsibilities and membership. <p>Charges: Be aware of and advocate Open Educational Resources (OER) on campus, provide training to support faculty in the adaptation, adoption, and creation of OER for their courses, and keep abreast of California legislation regarding the use of OER.</p> <p>Meeting dates: 2nd & 4th Monday 1:00 p.m.-2:30 p.m.</p> <p>Membership:</p> <ul style="list-style-type: none"> ✓ OER Coordinator/ASCCC OER Liaison ✓ Admin ✓ Librarian ✓ Building & Skilled Trades (faculty) ✓ Business, Entrepreneurship & Management (faculty) ✓ Computer & Information Technology (faculty) ✓ Culture & Society (faculty) ✓ Human Services (faculty) ✓ Language & Communication (faculty) ✓ Science, Engineering & Math (faculty) ✓ Visual & Performing Arts (faculty) 	<ul style="list-style-type: none"> OER Committee will need be added into the PGOM.



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	<p>-Fred Bourgoin added that the OER Committee is a sub-committee of the Faculty Senate and has been approved by the Senate. It was also shared by Fred Bourgoin that this item was presented today for awareness and seeking approval from College Council since it does involve administrators. It was also noted that this be an action item that OER be added to the PGOM. It does involve administrators and it needs to be approved by the College Council.</p> <p>FRED BOURGOIN CALLED A MOTION TO APPROVE THE ADOPTION OF THE OPEN EDUCATIONAL RESOURCES (OER) SUB COMMITTEE OF THE FACULTY SENATE. LESLIE BLACKIE SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.</p>	
<p>5.1 Academic Support Committee Update to College Council <i>Presenter(s): Ian Latta</i></p>	<ul style="list-style-type: none"> • Ian Latta presented on this item. • Formerly the Basic Skills and Foundation Skills Committee. • The charge of the committee is to identify and implement strategies to improve the success rates in English, ESOL, and math. • Big focus this semester is supporting students transition in on-line learning and support • Shared plans/goals for the committee moving forward. • Spoke about services provided and accomplishments by this committee... Student Success Center, Tech Tutoring Program, etc. • Classes • Working on how to transition to providing support online • Concerned about students not in a learning community and lack of a connection with the school • Focusing on students who are doing distance education for first time. • Working on providing special support for DSPS students, ESOL students and older students (may create a learning community for older students). • Introduction to Virtual College Workshop- covering Canvas, Chromebook, Zoom, student services, and more. 	



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	<ul style="list-style-type: none"> • ESOL 534A - English for Technology 1- Grammar and vocabulary for speaking, listening, reading and writing related to academic and ESOL technological resources. • Summer bridge program, including English, math, tech (ESOL), and counseling. 	
<p>5.2 Associated Students of Laney College Update to the College Council <i>Presenter(s): Bilal Homran</i></p>	<ul style="list-style-type: none"> • ASLC President Bilal Homran presented on this item. • The ASLC Mission and Goals were shared. • Shared past and upcoming events. • Welcome Back Week Aug 23-27 • Constitution Day Sep 17 • Laney Poor Peoples Campaign Oct 6 • Collaborating with the LatinX Center for LatinX History Month • Upcoming Events: Moving forward, increase collaboration with our sister campuses. Broaden reach to students Undocumented Students Week of Actions Oct 18-22, 2021 • Regular ASLC Meetings: Fridays, 2:00pm-3:00pm <p>-College Council members provided positive feedback regarding the ASLC webpage.</p>	
<p>5.3 Professional Development Committee Update Presentation to College Council <i>Presenter (s): Marla Leech and Felipe Wilson</i></p>	<ul style="list-style-type: none"> • Marla Leech presented on this item. • Shared key highlights of the PD Committee this semester: <ul style="list-style-type: none"> ➤ August and October flex day planning ➤ For both flex days, prioritized workshops that focus on inclusivity and equity ➤ For October, we are working on putting together a student panel in order to include their voices in our flex days ➤ The committee has planned workshops that act as a series; as opposed to one-time discussions, emphasized sustaining and continuing discussions. The August keynote was an extension of previous discussions/workshops we have held ➤ Worked closely with the PD committees at the other Peralta schools, and the district office, and have planned events together. October's flex day will feature a district-wide session 	



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	<ul style="list-style-type: none"> ➤ Hosting a sabbatical orientation workshop in October. The committee will be reviewing sabbatical applications this semester and next semester ➤ The committee is currently planning “brown bag” professional development events for the remainder of the semester. 	
<p>5.4 Technology Planning Committee Update Presentation to College Council <i>Presenter: Rupinder Bhatia & Nathan Failing</i></p>	<ul style="list-style-type: none"> • Rupinder Bhatia presented on this item. <ul style="list-style-type: none"> ➤ The Technology Planning Committee goals for 21-22 was shared. ➤ Writing the next 3 years Technology Master Plan. ➤ Complete membership including student representatives ➤ Annual Survey Faculty/Staff Technology Training needs ➤ Laney IT and TPC to collaborate on tech training. Create central repository of tech training resources for staff and students ➤ IT Resource Request Prioritization ➤ IT projects includes: Student labs computer refresh, Laney Wi-Fi Project - next Spring ➤ District Technology Committee goal: College and District IT Responsibilities Delineation Review IT security incident response team -A question in the chat about the delay of the Wi-Fi project. RPF proposal still in the process and it will not be ready in Spring. Evelyn Lord asked about getting the library Wi-Fi to be a priority. 	
<p>5.5 Institutional Effectiveness Committee Update Presentation to College Council <i>Presenter: Rebecca Opsata</i></p>	<ul style="list-style-type: none"> • VP of Instruction Rebecca Opsata presented on this item. • The Institutional Effectiveness Committee has had three meetings this year. • Developed goals to work on program review templates, timelines, training, and connections between the program review process and resource allocation process • It also plans to begin preparations for the development of the next version of the college’s Strategic Plan. • Updated program review rubrics have been approved and are on the IEC webpage. -Amy Marshall shared that the Facilities and Planning Committee will be joining the IEC 	



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	<p>discussion this week regarding concerns of the rankings. VPI Opsata noted this to be on the agenda of the next IEC meeting.</p>	
<p>5.6 Strategic Enrollment Management Committee Update Presentation to College Council <i>Presenter: Rebecca Opsata</i></p>	<ul style="list-style-type: none"> • VP of Instruction Rebecca Opsata presented on this item. • The Strategic Enrollment Management Committee has met twice. • Developed draft goals which include working on the new version of the college’s Strategic Enrollment Management Plan. • 2021-2022 Membership Confirmed • 2021-2022 Master Calendar Approved • Student Default Loan Default Committee Fall 2021 formed. Co-chairs Mildred Lewis and Jennifer Ma • Encouraging the Student Educational Plan • Start assessing IEC goals for 2021-2022 	
<p>5.7 Distance Education Committee Update to College Council <i>Presenter: Rupinder Bhatia</i></p>	<ul style="list-style-type: none"> • Rupinder Bhatia presented on this item. • Co-chairs Rupinder Bhatia and Laurie Allen-Requa • The DE has 12 members working hard to support faculty to ensure top notch online learning for our students • Meet twice a month and still need a Classified Professional member. • Goals for Fall 2021 were shared. Get Laney DE Plan approved- The Laney DE plan is aligned with the District’s DE plan which is currently being updated and needs to be approved. Annual survey of students and faculty in collaboration with the SEM Committee. • The draft of the DE Plan goals for 2021-2024 were shared. • New Laney DE goal#4 Laney College will complete all California Virtual Campus-Online Education Initiative (CVC-OEI) Consortium requirements, as outlined in the consortium agreement. 	
<p>5.8 Classified Senate Update Presentation to College Council <i>Presenter: Joseph Koroma</i></p>	<ul style="list-style-type: none"> • Classified Senate Vice President Joseph Koroma presented on this item. • Shared that the Classified Senate just recently had an election for the 2021-2023 Classified Membership • Classified Senate had the first meeting last September 23, 2021 and will be working on the 	



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	<p>goals for 2021-2023.</p> <ul style="list-style-type: none"> • Shared some action points from the classified members. <ul style="list-style-type: none"> ➤ Health and Safety for all. Classified staff members are very concerned about their health and safety especially in light of the changes of our security apparatus at the college. Classified staff members are looking forward to have certain strategic patrols on campus and some comprehensive guidelines that can provided to staff members so that they can maximize their own personal safety and also collectively. ➤ Professional courtesy. An example was provided, recently in the past few weeks Classified Senate had some challenges with getting the Classified Senate signature on the ACCJC report. The concerns were around timely engagement we specify time to make you know informed decision ➤ Honest communication. This is an area that the classified staff members have concerns about. An example, return to campus many classified staff members don't feel that they had some inputs into when, how and the nature in which that process should work. The Classified Professionals are looking forward in getting some direct communication, concise communication and solicited input before a decision is made. ➤ Classified Senate meets every 4th Thursday of the month from 3:00pm-4:00pm. 	
<p>5.9 Budget Advisory Committee Update Presentation to College Council <i>Presenter: Derek Pinto</i></p>	<ul style="list-style-type: none"> • VP of Administrative Services Derek Pinto presented on this item. • Shared overview of the Budget Advisory Committee • Meeting times: • 4th Wednesday, 2:00-3:30 p.m., Zoom link in Board Docs • Shared BAC membership and resource allocation function of the BAC. • BAC Goals for 2020- 2021 and Draft of 2021-2022 Goals. • Shared BAC highlights for 2021-2022 <ul style="list-style-type: none"> ➤ Met all of 20-21 Goals • Measure E 2-years Spending Plan approved 	



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	<ul style="list-style-type: none"> ➤ Reviewed and approved by BAC/CC ➤ Resource Allocation Rubric <ul style="list-style-type: none"> ○ Reviewed and approved by BAC/CC ○ Received information on calendar for this year ➤ Budget Reallocation <ul style="list-style-type: none"> ○ Reviewed 271 requests, distributed \$142K to 26 projects ➤ Draft Goals, Items of Interest <ul style="list-style-type: none"> ○ Revisited 2020-21 goals and revised them – to be finalized ○ Reviewed FY22 HEERF Spending Plans ○ Informed of work on District-wide BAM Taskforce (to distribute revenues to the College) - Leslie Blackie shared comments that the BAM is very important especially SWP allocation. And a presentation of the BAM allocation that is easy to understand how funds are distributed to all 4 colleges. 	
<p>6.1 2021-22 College-wide Final Adopted Budget <i>Presenter: Derek Pinto</i></p>	<ul style="list-style-type: none"> • VP of Administrative Services presented on this item. • Adopted by the Board on September 14, 2021 • Shared the FY 2021-2022 Budget Allocation for District and Laney <ul style="list-style-type: none"> ➤ \$127 million has to do with general fund dollars receive through the SCFF so base allocation supplemental allocation student success, Pell Grant recipients and then California promise grant recipients along with all of the metrics that are associated with granting U.S. dollars through the student success funding formula. Some exclusions and then some deductions. Faculty salaries are taken off the top part time faculty and then this is the available revenue that then gets distributed to the college ➤ \$87 million is then divided up, there's a three year rolling average FTS. This is how the revenues are currently divided up. • The BAM task force work is centered around a redistribution of those revenues to the colleges that is closely aligned with the student centered funding formula. Laney will get at the end of the day what it earns so it'll be revenues will go to the colleges versus the district. 	



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- FY 21-22 general fund unrestricted budget these are dollars that do not have parameters wrapped around them.
 - Salaries and benefits account for the largest portion
 - 91% of our budget goes towards paying faculty salaries and benefits and then 9% percent is up for discretionary dollars
 - Begin that discretionary budget process in the February time frame, where we start to look at what we're going to receive for the upcoming year that's the new year will start the 2023 year and then go forward from there so this is dependent on the governor's January initial budget release and then the May revise and then the July adoption of the budget that determines how much money we give us an idea of how much money we're going to get
- Parcel tax fund was the old measure B; this is the new measure E which runs from 2020 through 2028 earned from facilities rental or estimated to earned based on last year's the dollars
- Shared the budget development timeline.
- FY 21-22 Budget Augmentation process were shared. Based on Comprehensive/Annual Program Review
 1. All operational budgets will be loaded at 90% of previous year
 2. 10% withheld will create a budget pool to fund current augmentation requests
 3. All departments have the opportunity to apply for funding in addition to the 90% rollover through the CPR and APR process
 4. Review and prioritize all requests for additional funding based on the rubric, ranked from highest priority to lowest until the budget pool is exhausted
 5. Budget Advisory Committee makes recommendation to College Council
 - Evelyn asked a question about why does the book and supplies are bundled together? VP Pinto responded that it was categorized by object code in the 4000 and will be happy to break it down.
 - Leslie Blackie made a comment and clarify that the ongoing discussions about the BAM related to



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	<p>the district CE committee and the strong workforce funds while it is true that is fund 11 not fund 01 it is still being discussed as part the BAM and how important the BAM discussions.</p>	
<p>6.2 Laney College Accreditation (General) <i>Presenter: Rebecca Opsata</i></p>	<ul style="list-style-type: none"> • VPI/ALO Opsata provided update on Laney College accreditation. • The follow-up report and Teach out plan will be posted in our Laney accreditation webpage. • The follow-up reports were turned in on October 1st which was the deadline. • Virtual team visit on October 18th and 19th. No schedule available yet. • ALO Opsata shared the draft of functional map. We were strongly encouraged to create from one of the accreditation recommendations and this map did not get turned in on October 1st. it is an ongoing work in progress in progress it does not have to be voted on and sanctioned by anybody's it is designed to let us clearly say what we do and what the district does and what are the functions that are taken on both sides. • This map is being designed to help clarify on a lot of different items for local responsibilities at the college and what are district responsibilities • The map shows what the district needs to do and who needs to do it and this is what the college needs to do and who needs to do it. There is an empty column for feedback, in accuracies gaps. • ALO/VPI Opsata to email any feedback by the 14th of October so she can compile everything. • It was shared that we're going to keep refining and expanding the functional map, clarifying who does what and working on this map going forward. 	
<p>7.1 Check-in on College Council Goals for 2021-22 – <i>Presenter: President Besikof</i></p>	<ul style="list-style-type: none"> • The College Council Goals for the 2021-22 are being presented at this meeting. • Check-in on the Goals for this year 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. • The Council goals for 21-22 was approved today. 	



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<p>7.2 Check-in on the College Council Membership for 2021-22 <i>Presenter: Rudy Besikof</i></p>	<ul style="list-style-type: none"> • College Council membership for 2021-22 reviewed and discussed. • President Besikof encourage Faculty and Classified, Student leadership to fill in the seats <ul style="list-style-type: none"> ○ ASLC Vice President or Designee- Appointment Needed ○ Student At-Large Appointment Needed ○ Student At-Large Appointment Needed ○ Faculty Division – Student Services Appointment Needed ○ 1 Local 39 Union Rep Vacant 	
<p>Meeting Adjournment</p>	<ul style="list-style-type: none"> • ATIYA RASHADA CALLED THE MOTION TO ADJOURN THE OCTOBER 6, 2021 COLLEGE COUNCIL MEETING. SECONDED BY CHRIS WEIDENBACH. THE MOTION WAS APPROVED UNANIMOUSLY. 	

Meeting Adjourned 3:42 pm.