



COLLEGE COUNCIL MEETING MINUTES **FINAL**

COMMITTEE: COLLEGE COUNCIL

MEETINGDATE: Wednesday, November 16, 2022

LOC./TIME: Via Zoom and T-850, 2-4pm

ATTENDEES: Rudy Besikof, Rebecca Opsata, Marlon Hall, Leslie Blackie, Hope Lane, Lita Hernandez, Charles Zhang, Meagan Connor, Atiya Rashada, Gary Albury, Ally Tomas, Katrina Santos, Clifton Coleman, Nathan Failing, Mark Rauzon, Barbara Yasue, Nathaniel Pyle, Francis Howard, Liliana Moncada, Evelyn Lord, Meryl Siegal, Heather Sisneros, Amy Marshall, Mary Catherine Bassett, Iolani Sodhy-Gereben, Chris Weidenbach, Evelyn Lord, Yiping Wang, Marla Leech, Felipe Wilson, David Chavez

GUEST(S): April Bankhead, Rebecca Bailey

ABSENT: Alejandro Acosta, Ann McMurdo, Dettie Del Rosario, Karen Tellegen, Diana Davaasuren, Joseph Koroma, Omolola Atolagbe, John Reager, Reginald Constant, Mary Catherine Bassett

MINUTES: Arlene Lontoc

HANDOUTS:

- Meeting Agenda
- College Council Minutes – 10.26.22 Meeting
- President's Update
- Shared Governance Committee Update Report Presentation
 - ❖ Health, Safety & Security Committee
 - ❖ Institutional Effectiveness Committee
 - ❖ Learning Assessment Committee
 - ❖ Open Educational Resource Committee
 - ❖ Professional Development Committee
 - ❖ Strategic Enrollment Management Committee
 - ❖ Student Success & Equity Committee
 - ❖ Technology Planning Committee
- Proposed College Council Goals for FY22-23
- 2022-2023 DRAFT College Council Integrated Master Calendar
- 2022-2023 College Council Membership Lists

NEXTMEETING: December 7, 2022



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Item	Description(Agenda Item and Discussion)	Action Item
1.1 Agenda Approval <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> MARK RAUZON CALLED A MOTION TO APPROVE THE NOVEMBER 16, 2022 COLLEGE COUNCIL MEETING WITH THE ADDITION OF ITEM 4.1 ADDED ON THE AGENDA. BARBARA YASUE SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 	
1.2 Introduction of New Members <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> No new member. 	
2.1 Approval of the October 26, 2022 College Council Meeting Minutes <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> DR. MARLON HALL CALLED A MOTION TO APPROVE THE OCTOBER 26, 2022 COLLEGE COUNCIL MEETING MINUTES. CHARLES ZHANG SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 	
3.1 President's Report-Final Decisions 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 o President Besikof accepted: <ol style="list-style-type: none"> Final decision on Council's Recommendation to Approve the Laney College Strategic Goals & Objectives 2023-2028. Final decision on the Council's Recommendation to Approve the Health, Safety & Security Committee to increase monthly standing meeting by 30 minutes. Meeting times adjusted to the second Tuesday of each month from 1:30pm-3pm. Final decision on the Council's Recommendation to Approve the Standing Shared Governance Committee Meeting Schedule for 2022-2023. Public comment was given. Faculty Senate President Blackie expressed disappointment regarding that the Resource Prioritization List that the College Council approved were not followed. Dr. Blackie expressed concern that the Facilities resource prioritization list as part of shared governance process and it was not followed. Concerns regarding the one way into the parking lot. Expressed that the parking lot process is hazardous and concerns Public comment was given by Professor Weidenbach. Expressed concern that when that process is violated by allowing any item to skip the process it undermines morale. 	



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	<ul style="list-style-type: none"> President Besikof shared that as part of the President's announcement report that Director Marshall will provide a quick explanation on how FBC prioritization list gets disseminated. 	
3.2 General Announcements <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> President Besikof provided an update. <u>Spring is Free</u>: Dr. Opsata shared that we are moving forward with Spring is Free. Press release has been shared. Thank you to Eleni Gastis. Oakland Side article based on interview of the student that works in the Vice President of Student Service Office. San Francisco Chronicle. FAQ's has been updated and posted <u>Spring is Free, General Registration</u> begins 11/28 Recorded brief announcement about the Spring is Free. Acknowledging Katrina Santos and Arlene Lontoc for their efforts in promoting events on social media. In reach to students is going to be the main focus for the Spring is Free and get feedback from students on how Fall is Free made an impact. <u>Charrette</u>: Expressed appreciation and thank you to all the staff, Amy Marshall, Business Office, Kinetta Barnett and Laney IT for all that help and hard work with the Charrette. <u>ASLC/EXEC Meeting</u> – November 18, 2022 Appreciating the collaboration with the ALSC leadership <u>President's Office Hour</u>: 12:00 – 1:30 Monday (11/21) Extending the President's office hour, DGS Vice Chancellor Smith to attend 12:00 – 1:00pm <u>IEPI Report</u>-We did receive a preliminary report. One correction on dual enrollment. President will be sending the email regarding the report and details of the 2nd IEPI virtual visit. Invitation gone out to faculty and staff about the writing of Educational Master Plan. President Besikof will be attending the CCLC conference meeting. Encouraging to check out the Laney President's Board Report. Thank you to Arlene Lontoc, Katrina Santos, Raya Zion and Janice Browne. <p><u>ASLC Update:</u></p> <ul style="list-style-type: none"> ASLC Vice President Lita Hernandez shared that ASLC leadership and Laney Executives will be having a joint conversation on November 18 focusing on Mental Health. Campus events planned. 	



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- Faculty Senate President Blackie asked if the Board Special meeting about the Naming and how faculty can contribute. President Besikof will provide clarification and will share more information.

Facilities Update:

- Director Amy Marshall provided an update.
- Great news that the boilers have been on for a week so heat is working.
- The engineers are having to do is go building by building, area by area and checking all of the air handlers, the pumps, the gate valves that may need to be opened or closed to actually allow the heat to come out.
- Some classrooms have heat some are not. the district General Services are committed to continuing on this project until we have heat across the campus
- Other projects: campus electrical project we have a general scope.
- The student center floor we hope that that will finally be on the December board meeting for approval hope and are trying to get that floor replaced during the holiday break.
- All big projects the library, the locker rooms are projects that are still on hold due to the legacy projects that the chancellor mentioned last night.
- Parking permit process using the old system. But temporary parking will be issued and rolled out to the remaining of the semester. Temporary parking will be available in the Business Office.
- We will go back to the parking Decals that we used to have which will be effective in January and the placards for the hourly.
- Director Marshall shared some background on the Facilities Resource Prioritization process. Once we CPR's and APR's are done those are sends to IEC then to the facilities committee for prioritization and rank them and then get approved. The list was sent to BAC for possible funding from BAC or any of the any of the other possible funding sources that might be out there. Then it goes to Facilities needs list have started updating it and that facilities needs list then goes to the department of General Services and that is all incorporated so that we can either get funding from scheduled maintenance funding that comes from the state, sometimes there's one-time



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	<p>funding that might be able to fund things and there are the bond projects. District General Service, the Vice chancellor has the prerogative when a matter of safety and other factors and has that ability to make adjustments to the bond spending plan.</p> <ul style="list-style-type: none">• President Besikof shared and wanted confirm that we were given a list of projects and asked to prioritize them during the summer. As a college when we submitted most projects, the baseball field where at the bottom below many things including the student centers, the science building and the Library. And for the record the President wanted to share and have it reflected in the minutes. It was added by President Besikof for the record that as a campus we were given a list of projects to prioritize there was a list and on that list the last two things were: the baseball field and then the athletic turf/track. <p><u>Student Services Update:</u> Acting Vice President of Student Services Dr. Marlon Hall provided an update. One Stop Saturdays in the Spring. Dates: January 14th and January 21st.</p> <p><u>Instruction Update:</u> Vice President of Instruction shared that we have an article from San Francisco Chronicle. Check out the website, Info sessions in December.</p>	
<p>4.1 Student Success and Equity Committee co-chair membership <i>Presenter: Dr. Marlon Hall & Yiping Wang</i></p>	<ul style="list-style-type: none">• In February 2022, the Student Success and Equity (SSE) Committee voted to recommended changes to the President concerning the following for co-chair membership seats:• Student Services Administrator Co-Chair to Vice President of Student Services as a position membership. Meaning there is no limitation on the years the VPSS could serve.• Add a requirement for the Instruction Co-Chair: they must serve at least one semester on the SSE committee before being appointed as the Instruction Co-Chair.• Attached are the February 3rd meeting minutes and the SSE Shared Governance page from the PGOM to the email, where changes under Section IV. SSE Committee Survey may be found. <p>LESLIE BLACKIE CALLED A MOTION TO APPROVE THE SSE CHANGE IN THE CO-CHAIR MEMBERSHIP SEAT TERM OF APPOINTMENT. CHARLES ZHANG SECONDED THE MOTION. Discussion ensued.</p>	



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	<p>-Evelyn Lord asked a question about the faculty Co- chair, usually when we have a faculty Co chair it just says a faculty Co-chair and this says Instruction faculty Co chair? Yiping responded that the PGOM states Instructional Faculty co-chair. It was suggested to go back to the minutes and find more information.</p> <p>-Barbara Yasue wanted to ask about the VP of Student Services with the turnover that we have at upper administration that the VP of Student Services might not have the time or it might be a vacant position from time to time and that person would not be able to attend the meetings? It was clarified that the question is not about Dr. Hall's attendance in the meeting but turnover in the VPSS office.</p> <p>-Faculty Senate Blackie asked about questions on the makeup of the SSE committee and wondered why there was a requirement for someone having served at least one semester on the committee before being appointed Co chair just wanted to hear the rationale behind. The other was part of the makeup of the committee is asking for a faculty from counselor guided pathways foundation skills equity programs DE and then some at large and was kind of what constitutes a foundational skills faculty member. Yiping responded that the SSE is newly formed committee and wanted a co-chair to know what the committee does.</p> <p>-It was shared that it is on the PGOM that the co-chair says Instruction- Faculty. President Besikof asked the Student Success and Equity Committee co-chairs if they want to take the feedback got today back to the committee and then bring this item back to the College Council. Co-Chairs both agreed to take the feedback to the next SSE committee meeting for discussion.</p>	
<p>5.1 Health, Safety & Security Committee Update Presentation to College Council <i>Presenter(s): Nathaniel Pyle and Amy Mashall</i></p>	<ul style="list-style-type: none"> • Co-Chair Nathaniel Pyle and Amy Marshall provided the update. • Shared what the committee has been doing. A voice for people on campus for their concerns around health safety and security and in the last couple semesters we've been a voice for the holistic health and safety plan. • Mental health focused training for both students and faculty. One of the two goals for this semester is to do CPR training and self-defense training and emergency drill the great shake out. • Make easier and more accessible the information that's in every classroom around what to do and a different type of emergency and specially to add mental health emergencies. District Health Safety started meeting. 	



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	-Chris Weidenbach asked more details on the District Heath Safety meet. Nathaniel Pyle shared it was really a short meeting and will know more. Kimberly King was on the committee. Concerns was expressed on the process of appointment.	
5.2 Institutional Effectiveness Committee Update Presentation to College Council <i>Presenters: Becky Opsata, Iolani Sodhy-Gereben & Clifton Coleman</i>	<ul style="list-style-type: none"> • Co-chair Clifton Coleman provided the update. • Held 5 meetings to date • Program review process (updating current system, more opportunities for assistance in drop-in hours, informing the college, being transparent in calendar and validation process, updating the website, implementing the next step of feedback) • Upcoming items: continuous improvement of the process probably system update • Some challenges, Culture of program review isn't fully embedded in all units. 	
5.3 Learning Assessment Committee Update Presentation to College Council <i>Presenters: Rebecca Bailey & Felipe Wilson</i>	<ul style="list-style-type: none"> • Co-Chair Felipe Wilson provide the update. • Held 5 meetings • 14 members • Program review meetings • updated training materials • flex day sessions both August and October • Challenges: Looking for flex day sessions around assessment and participation. Collaborate across disciplines and ILO surveys are a great way to get us to those discussions. 	
5.4 Open Educational Resources Committee Update Presentation to College Council <i>Presenters: Yiping Wang & April Bankhead</i>	<ul style="list-style-type: none"> • Co-chairs Yiping Wang and April Bankhead provided an update. • 5 meetings held, 13 members including student representative • Fall 2022 work completed/accomplishments to date • Student & faculty outreach @ fall fest • Define low-cost \$50 or less, and recognition of low-cost class sections • <u>Faculty survey</u> • OER professional development sessions • Zero textbook cost • Upcoming committee items • Laney's OER Cohort • ZTC Grants / Office Hours • OER Repository 	



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	<ul style="list-style-type: none">Challenges: Faculty Need Time-release to Develop OER/Create ZTC Courses <p>-Coordinator needed.</p> <p>Question asked by Chris Weidenbach. What is the percentage of classes that are taught using OER and zero cost and low cost? April Bankhead shared that one of the reasons that the state chancellors that is proven increases enrollment and help students. Create pathways to transfer to a 4 year. We need people ion other departments that are not represented. Lots using ZTC hope to have more data.</p> <p>-Heather Sisneros shared that been working with Yiping with curricunet.and appreciate the support.</p>	
5.5 Professional Development Committee Update Presentation to College Council <i>Presenters: Marla Leech & Felipe Wilson</i>	<ul style="list-style-type: none">Co-Chair Felipe Wilson provided an update.Held 6 meetingNumber of members: 10 (1 non-voting)Fall 2022 work completed/accomplishments to date:Planning of flex days • coordination with other Professional Development committeesBeginning the sabbatical review processNew funding approval processchallenges: • participation in flex day sessionsCo-Chair Marla Leech added and shared appreciation to ASLC panel last Flex DayCPR training	
5.6 Strategic Enrollment Management Committee Update Presentation to College Council <i>Presenters: Dr. Opsata & Dr. Hall</i>	<ul style="list-style-type: none">Co-chair Becky Opsata presented.Meetings held:Number of meetings held to date: 4Number of members: 18Fall 2022 work completed/accomplishments to datedrafted new mission, vision, and values for the EMP<ul style="list-style-type: none">discussed issues with applying to the collegeexamined enrollment dataupcoming committee itemscontinue to examine issues with application, enrollment and retention • continue to support the work on the educational master plan followed by updating our strategic enrollment management plan <p>Meeting via zoom and in T850</p> <p>-Chris Weidenbach asked how was the experience applying through CCCApply? Dr. Hall shared and Dr. Opsata it was an eye opening. Learned a lot about and lot of work on our website. Major revamp on the CCCApply needed from the State.</p>	



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5.7 Student Loan Default Prevention Committee Update Presentation to College Council <i>Presenters: Jennifer Ma & Mildred Lewis</i>	<ul style="list-style-type: none"> Co-Chairs are not present to provide the update due to DOE meetings. 	
5.8 Student Success & Equity Committee Update Presentation to College Council <i>Presenters: Yiping Wang and Dr. Hall</i>	<ul style="list-style-type: none"> Co-Chairs Yiping Wang and Dr. Hall provided an update. Number of Meetings Held: 2 Number of members 17/19 members Fall 2022 work completed/accomplishments to membership update Equity Plan by end of November Upcoming committee Items update committee charge/responsibilities Identify committee objectives Challenges: turn over in the VPSS office 	
5.9 Technology Planning Committee Update Presentation to College Council <i>Presenter: Balamurali Sampathraj</i>	<ul style="list-style-type: none"> Number of meetings held to date: 2 Number of members: 8 Fall 2022 work completed/accomplishments to date Tri-chairs (Evelyn Moreno, Minhan Nguyen, Bala Sampathraj) Working on the technology plan. • Define products and standards for hybrid/av conferencing technology. • Improve wi-fi for library. Upcoming committee items Review computer refresh. Improve website platform including search engine optimization and improved search functions. Challenges • Proposal: students with disabilities that limit their ability to come to campus and use internet on-campus, have priority for hotspots. This includes students at higher risk of covid complications. Questions on hybrid and how it will be handled. Will there be an official notice when the meeting via zoom is ending? President Besikof will share more information, 	
6.1 (First Read) Checkin on College Council Goals for 2022-2023 <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> To table this item. 	
6.2 (First Read) College Council Master Calendar for 2022-2023 <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> A survey to be sent to the college council for the December meeting. 	
6.3 Check-in on College Council Membership for 2022-2023	<ul style="list-style-type: none"> To table this item. 	



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<i>Presenter: Rudy Besikof</i>		
7.1 Announcement for the Good of the Order	<ul style="list-style-type: none">• Not enough time for this item	
7.2 Adjournment	<ul style="list-style-type: none">• AMY MARSHALL CALLED A MOTION TO ADJOURN THE NOVEMBER 16, 2022 COLLEGE COUNCIL MEETING IN HONOR OF CARLOS FERRER. NATHANIEL PYLE SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	

Meeting Adjourned 4:03 pm.