



COLLEGE COUNCIL MEETING MINUTES **FINAL**

COMMITTEE: COLLEGE COUNCIL

MEETING DATE: December 8, 2021

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

ATTENDEES: Rudy Besikof, Rebecca Opsata, Ramon Knox, Mark Fields, Diane Chang, Atiya Rashada, Diana Davaasuren, Larena Baldazo, Fred Bourgoin, Leslie Blackie, Barbara Yasue, Nathaniel Pyle, Evelyn Lord, John Reager, Marla Leech, Felipe Wilson, Yiping Wang, Heather Sisneros, Francis Howard, Amy Marshall, Kim Glosson, Meryl Siegal, Martha (Ann) McMurdo, Iolani Sodhy-Gerben, Jasai Martinez

ABSENT: Joseph Koroma, Clifton Coleman, Bilal Homran, Karen Tellegen, Amy Bohorquez, Alejandro Acosta, Chandra Johnson-Malone, Rudy Besikof (excused)

MINUTES: Arlene Lontoc

HANDOUTS:

- Meeting Agenda
- College Council Meeting Minutes – 11.17.21 Meeting
- President’s Report
- NOVA: Guided Pathways Fiscal Reporting Laney College - Guided Pathways (2017-2022)
- 2021-2022 College Council Mid-Year Report
- 2021-2022 College Council Mid-Year Evaluation
- 2021-2022 College Council Goals
- 2021-2022 College Council Membership List

NEXT MEETING: January 26, 2022 Special College Council



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Item	Discussion/Decisions	Action Item
1.1 Agenda Approval <i>Presenter: Rebecca Opsata</i>	<ul style="list-style-type: none"> • EVELYN LORD MOTION TO APPROVE THE DECEMBER 8, 2021 COLLEGE COUNCIL MEETING AGENDA. LARENA BALDAZO SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. NO ABSTENSIONS. • President Besikof is attending the funeral of Alameda County Supervisor Wilma Chan. Vice President of Instruction Rebecca Opsata will be chairing today's meeting. 	
1.2 Introduction of New Members <i>Presenter: Rebecca Opsata</i>	<ul style="list-style-type: none"> • No new member. 	
2.1 Final Decisions made on Recommendations from the Previous College Council Meeting <i>Presenter: Rebecca Opsata</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"> 1. The Council's Recommendation to Approve the Program Review Validation Process for Laney College. 	
2.2 General Announcements <i>Presenter: Rudy Besikof</i>	<ul style="list-style-type: none"> ➤ Vice President Opsata provided an update and general announcements on behalf of President Besikof. ➤ President Besikof asked the board to close the next meeting in honor of Professor Helen Curry. ➤ January 26th Special College Council meeting with the single agenda item to have the first read of the Faculty Prioritization Committee ranking list. ➤ Director of Public Safety Timothy Thomas was introduced to the council. ➤ Director Thomas introduce himself and provided some security assessments and suggestions regarding safety. Top 3 things objectives and action plans. 1. Professionalism, 2. Visibility, 3. Customer Service 	



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- Director Thomas shared plans of training in December.
 - VPI Opsata asked about safety in the parking lot? Director Thomas responded that half exterior shift will be spending driving up and down the parking lot to monitor.
 - Chris Weidenbach asked about the holistic plan for community safety? Convening of the health committee personnel, any plan to bring together. Director Thomas responded that we need tackle safety immediately and security. Figure out protocols and try will bring the STARS (Student Together Awareness Response Safe) program. Mental Health awareness and 40 hours of training. Health committee cross training. Defined roles in crisis response. Will be reaching to individuals for help to make sure that we are going in the right direction.
- ASLC Vice President Jasai Martinez shared some updates from our student government activities. ASLC will be having a town hall meeting, Q and A next Friday.
- Director of Facilities and College Operations Amy Marshall provided an update:
- HVAC we have on going testing. Results were given to the District. Updated results will be expected today or tomorrow. Everybody will have access to it.
- Any rooms plan for use in Spring will be remediated until repair is done. Air purifiers will be provided.
- Any specific needs for the classrooms
- Deep cleaning such as white board wiping, dusting, waxing, floor cleaning, and using hospital grade products to clean. If you see areas that needs attention send a request to Amy.
- Drinking fountains have been approved to be put back into service but we will continue to supply the bottled water until January 31st.
- Locker rooms open but not shower. Shower trailers will be available in February.
- New Eagle Village is in the process and



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hopefully will be ready in time for the Spring semester. Locker rooms and central utility plant will start next week. Parking will be very limited.

-Barbara Yasue asked if a general announcement to faculty before clearing out cabinets? Amy Marshall responded will contact all the department chairs to make sure that nothing will be thrown out if still in use.

-Vice President Knox shared the same level of cleaning to areas like front desk and other areas.

PIO update– Larena Baldazo provided an update.

- Spring Schedule is open and up and available on our website. Updated and share to face book and links updated. Currently on version 3.
- Updated the home page. Schedule shared to student registered but not enrolled
- College board list in partnership with CTE, list of high school students reaches out.
- Digital billboards and BART Ads with OutFront Media.
- Text Messages for students about priority enrollment, open enrollment etc.
- TV and radio ads will go live next week. KTSF video ads to promote ESOL classes.
- Please remember to add events at laney.edu/events

Fred Bourgoin shared appreciation and members appreciated the great work of our PIO.

- Student Services update provided by Vice President of Student Services Ramon Knox.
 - Working with Larena for some marketing promotion
 - Phone Banking efforts and vaccination uploading efforts.
 - Return to campus discussion. One stop and welcome back week planning. January 15th and January 22 One-Stop Saturday event from 10:00am-1:00pm
 - Please feel free to reach out Ms. Lane and



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	<p>Katrina Santos if you need a table to promote classes.</p> <ul style="list-style-type: none"> ➤ VPSS Knox talked about the HEERF III funds which is a direct aid to students. Has been meeting with District IT to create the criteria in order to dispersed the funds directly to support student. Working to awards to student. ➤ Student Success Committee is examining programs and initiative. <p>-Associate Dean of Educational Success Gary Albury could not make it to provide an update on the resources for students but sent the update to VPI Opsata to be read in the meeting.</p> <ul style="list-style-type: none"> ➤ Additional hotspots are available for students (200) ➤ Purchased \$25,000.00 BART cards <p>-Arlene Lontoc provided an update about the President’s Office Emergency Funds has been replenished and has about \$8 362,000.00 and would like to acknowledge and expressed gratitude to all the donors/sponsors. We helped 25 students so far with the President’s Office Emergency Fund.</p> <p>-Marla and Felipe provided an update about Flex Day/Professional Development</p> <ul style="list-style-type: none"> ➤ Working with VP Knox and Susan Yee on how we can better be taking care of ourselves. ➤ Wordpress training and Susan Yee mental health training. <p>VPI Opsata shared that we are having an All Faculty on December 16.</p> <ul style="list-style-type: none"> - Leslie Blackie added that in DAS that there is a resolution and a need for a follow-up with the Chancellor’s Town hall Q and A. - Accreditation Update: - We are still waiting and we will be meeting in January. - 3 Faculty hiring in process 	
<p>3.1 Approval of the November 17, 2021 College Council Meeting Minutes <i>Presenter: Rudy Besikof</i></p>	<p>FRED BOURGOIN CALLED A MOTION TO APPROVE THE NOVEMBER 17, 2021 COLLEGE COUNCIL MEETING MINUTES. NATHANIEL PYLE SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.</p> <p>-Barbara Yasue made a commented in the chat how great the minutes.</p>	



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4.1 Guided Pathways Fiscal reporting- NOVA Report

*Presenter: Rebecca
Opsata*

- VPI Rebecca Opsata presented on this item.
- Guided Pathways funds is a categorical grant fund and State Chancellor's Office require us to submit the fiscal report is having to be turned in periodically.
- Narrative section to share the great work of the guided pathways. Faculty Senate voted yesterday to approve and endorsed.

-Barbara Yasue wanted to highlight he efforts made for enrollment recruitment and the websites. It was also shared by Barbara that one concerns that was not addressed or no solution written in the repost is that there's no way to track students and how they're achieving their milestones and wondering if any thoughts on ways to address that problem? VPI Opsata responded that this is why we put that in the report to try to get the state to continue with funding for this and perhaps the college could be spent on that type of software that will help track student's milestones. Another thing that Guided Pathways have done is a hiring of Retention Specialist.

-Meryl asked what will the Retention Specialist does? VPI Opsata responded that the retention specialist will help with tracking current and existing students on how they are doing and tries to encourage them to stay at the college and finish. Dean Diane Chang added that the Retention Specialist will be working with our counselor Liliana Moncada who supports the program based on referrals for ESOL and Math classes. Diane Chang added that shared that part of the role is reaching out to students that falls on probation status, also to see where they are and how can we provide support. Liliana Monaca shared that this is more an in reach to students.

FRED BOURGOIN CALLED A MOTION TO SUPPORT THE GUIDED PATHWAYS FISCAL REPORT. BARBARA YASUE SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. NO ABSTENSIONS.



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<p>4.2 Update: IELM Resource Prioritization for Laney College - <i>Presenter(s): Mark Fields, Fred Bourgoin & Angel Fuentes</i></p>	<ul style="list-style-type: none"> The committee has not met. No update. 	
<p>4.3 Update: Recommendation from the Faculty Prioritization Committee to Approve the 2021-22 Faculty Prioritization for Laney College <i>Presenter (s): Rebecca Opsata & Eleni Gastis</i></p>	<ul style="list-style-type: none"> Vice President Opsata presented on this item. Co-Chairs the committee with Eleni Gastis. It was shared that the Faculty Prioritization Committee met and started reading the program reviews. The committee will present to the next meeting which is a Special meeting on January 26, 2022. -Evelyn Lord asked if there will be an opportunity to present? VPI Rebecca Opsata responded that no and it is currently not part of the process. 	
<p>5.1 Check-in on the College Council Membership/Attendance for 2021-22 <i>Presenter: Arlene Lontoc</i></p>	<ul style="list-style-type: none"> At the end of each semester, the College Council membership reviews the attendance log for Council meetings in order to determine whether the attendance policy has been violated and to make decisions on how to move forward if/when they have. Additionally, if there are appointments that have not yet been made, this will be discussed as well. 	
<p>5.2 College Council Mid-Year Report <i>Presenter: Arlene Lontoc</i></p>	<ul style="list-style-type: none"> Arlene Lontoc presented on this item. The College Council Mid-Year Report is a document that includes a listing of all recommendations that came through the Council during the fall 2021 semester, and the decisions made on those recommendations. This document can also be used to inform the Council's mid-year assessment of itself. 	
<p>5.3 College Council Mid-Year Evaluation <i>Presenter: Arlene Lontoc</i></p>	<ul style="list-style-type: none"> Arlene Lontoc presented on this item. The annual evaluation assessment that is carried out at the end of the academic year, the College Council assess itself at the end of the fall semester. This is considered the Council's "Mid-Year Evaluation". The evaluation period for the mid-year assessment will be kicked off at the last Council meeting of the year, using the attached evaluation survey. Arlene Lontoc will be sending out the survey right after today's meeting. 	



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5.4 Check-in on College Council Goals for 2021-22 –
Presenter: Rebecca Opsata

- 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.
- Will have a more dedicated time/break out groups to discuss our College Council Goals for 2021-22.
- A five breakout groups were set and will pick a goal between 1, 2, 3, 4 and 5 to discuss among the group and share what was discussed via SharePoint for the whole group to see. SharePoint in google docs to write down bullet points on the goals selected.

GOAL #1 – (New and slightly revised 2020-21 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

- 1) So far this fall, what is your evaluation of the efficiency of and adherence to the program review process
- 2) What areas for improvement have you observed?
- 3) Other comments or recommendations?

GOAL #2 – (2019-20 carry-over Goal) Provide oversight and coordination of progress made towards achieving the College’s strategic goals and objectives.

- 1) So far this fall, how do you think the oversight and coordination has been going?
- 2) What are areas for improvement you have observed?
- 3) Other comments or recommendations?

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.



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	<ol style="list-style-type: none"> 1) What do you think should be included in a community agreement for the College Council? 2) How effective has the College Council been at applying a DEI lens to its' work? 3) Other comments or recommendations? <p>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.</p> <ol style="list-style-type: none"> 1) Do you feel there has been sufficient time dedicated in the College Council for updates and feedback? 2) Other comments or recommendations? <p>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.</p> <ol style="list-style-type: none"> 1) Do you feel there has been sufficient time dedicated in the College Council for updates and feedback? 2) Other comments or recommendations? <p>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.</p> <ol style="list-style-type: none"> 1) How effective have the members been at reporting out to their constituencies? 2) Other comments or recommendations? <ul style="list-style-type: none"> • Will share the break out groups discussion in our next meeting. 	
<p>Meeting Adjournment</p>	<ul style="list-style-type: none"> • LESLIE BLACKIE CALLED THE MOTION TO ADJOURN THE DECEMBER 8, 2021 COLLEGE COUNCIL MEETING. ATIYA RASHADA SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 	

Meeting Adjourned 4:01pm.