

Laney College Council Meeting
Wednesday, May 18, 2022 – 2:00pm -4:00pm
Meeting Minutes - FINAL

IN ATTENDANCE:

President Besikof,

Alejandro Acosta, Larena Baldazo, Leslie Blackie, Fred Bourgoin, Diane Chang, Clifton Coleman, Diana Davaasuren, Dettie Del Rosario, Nate Failing, Mark Fields, Francis Howard, Joesph Koromo, Hope Lane, Andrea Lee, Marla Leech, Evelyn Lord, Amy Marshall, Anne McMurdo, Michael Mejia, Liliana Moncada, Becky Opsata, Nathan Pyle, Mark Rauzon, John Reager, Balamurali Sampahraj, Katrina Santos, Heather Sisneros, Iolani Sodhy-Gereben, Yiping Wang, Felipe Wilson, Barbara Yasue,

Guests: Raya Zion, Shirley Coaston

Minutes by: K_Tellegen

Meeting called to order – 2:03pm

1. Welcome and Agenda Approval

1.1 Agenda Approval

Presenter: Rudy Besikof

• **MARK FIELDS CALLED TO MOTION TO APPROVE THE MAY 18, 2022, COLLEGE COUNCIL MEETING AGENDA.**

FRANCIS HOWARD SECONDS THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. NO ABSTENTIONS.

1.2 Introduction of New Members

2. President's Report

2.1 President's Report Back – Final decisions on recommendations from the previous College Council meeting

Presenter: Rudy Besikof

1. Final decision on the Council's recommendation to approve the Laney College Classified Staffing Resource Prioritization for FY21-22.

- Classified Staffing Resource Prioritization is still pending at district
- President Besikof will be funding the nighttime Biology Coordinator and Custodial position
- President Besikof will provide and document in writing as this is a modification to the Prioritization list

2.2 General Announcements

Presenter: Rudy Besikof

- **General College Updates** – presented on PPT slides (see slide deck)

- **Employee Appreciation event announcement**– Friday, May 20, 2022
- **Summer schedule** – campus will be doing a 4/10 working schedule. Some exceptions may need to be made. Please work with your supervisor and Amy Marshall on any special requests or exceptions.

PIO's office update – Summer/Fall Enrollment Promotion

Presenter: Larena Baldazo

- Mailers, social media, Spotify, text message outreach still going on
- PIO will share images of marketing
- President's Podcast has been launched – May 25th at 2:00pm first Podcast will air

Summer Bridge Programs

Presenter: Rudy Besikof

- Orientations – several Orientations are going to be offered
- Prospective Students – Informational sessions
- Orientation - for students currently enrolled
- **Special requests from committee for additional needs for orientations:**
 - request for special orientation or A/R support for Dream Act students and undocumented students
 - multiple languages options
 - technology orientation – handholding for students who need technology help – walk through enrolling

3. MINUTES

3.1 Approval of the April 20, 2022 College Council Minutes:

Presenter: Rudy Besikof

• FRED BOURGOIN CALLED A MOTION TO APPROVE APRIL 20, 2022, COLLEGE COUNCIL MINUTES. MARK FIELDS SECONDS THIS MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. NO ABSTENTIONS.

4. Update / Discussion Items

4.1 ACCJC Accreditation Update

Presenter: VPI Rebecca Opsata

- ACCJC follow up – submission is due Oct. 1, 2022
- Laney participating in drafting for the recommendations on the board and district
- ACCJC site visit – middle of October 2022.

5. SHARED GOVERNANCE COMMITTEE REPORTS

5.1 Strategic Enrollment Management Committee (SEM) report to College Council

Presenter: VPI Rebecca Opsata

- Collaboratively wrote the “Close Out Report” – attached to today's agenda
- Goal - integrate College Wide Strategic Planning with our Strategic Enrollment Management Plan

- VPI Opsata will locate District Wide Survey on Student Preferences – sent in chat during meeting. Available on district website

5.2 Health, Safety, & Security Committee report to College Council

Presenter: Nathan Pyle

- Updates given on Committee – slides attached to today's agenda
- Mostly focus on COVID protocols and safety
- Susan Lee – given acknowledgement for her work
- Working on having more robust mental health and security plan through the district

5.3 Technology, Planning Committee Report to College Council

Presenter: Bala Sampathraj

- Updates from committee – slides attached to today's agenda

6. ACTION ITEMS/ RECOMMENDATIONS

6.1 OER Committee Membership Update & ACTION ITEM

Presenter – Yiping Wang

- **ACTION ITEM** – OER Committee proposes Proposal to add two additional members:

- 1) Student Accessibility Services Faculty
- 2) Student Representative

- **MOTION TO APPROVE ADDITIONAL MEMBERS TO OER COMMITTEE MADE BY EVELYN LORD. FRED BOURGOIN SECONDS MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. NO ABSTENTIONS.**

6.2 IEC PROGRAM REVIEW

Presenter: Clifton Coleman

ACTION ITEM: requesting a vote by committee on changes and updates made to Program Review for 2022-2023 as listed below:

1. Validation Rubrics – revised/updated rubrics attached to agenda for review
 - Annual Program Review (APR)
 - Comprehensive Program Review (CPR) – Administrative Units
 - Comprehensive Review (CPR) – Instructional
 - Comprehensive Review (CPR) Special Programs/Services Area
2. Validation process changes
3. IEC vote on Committees not being part of Program Review
4. 2022 – 2023 Program Review timeline
5. 2022-23 CPR/APR List
 - Changes presented included clarifying language for scoring so levels were measurable and easier to understand.
 - updated categories to clearly match Program Review template
 - clarifying and updating feedback loop in APRs

- updated Timeline document to have Program Review due, Monday, Oct 24, 2022, by midnight. Dec. 17, 2022, due date for Prioritization. – see updated Program Review Calendar in agenda.
- All updated Program Review rubrics can be located on May 18, 2022 College Council agenda.

Discussion:

- Library I currently under Student Services PR rubric. However, Library has Instructional and Student Services components.
- IEC will work with Library to create a Library specific template.
- **MOTION TO APPROVE ALL UPDATES PRESENTED TO PROGRAM REVIEW RUBRICS BY MARK RAUZON. LESLIE BLACKIE SECONDS MOTION. MOTION PASSES WITH 10 YES VOTES BY COMMITTEE WITH ONE NO VOTE.**

7. FIRST READ RECOMMENDATIONS

7.1 CTE Grants Resource Allocation Rubric (First Read)

Presenter: Leslie Blackie

- CTE Grants Resource Allocation Rubric- attached to May 18, 2022 agenda
- CTE Grants Rubric uses similar language as resource allocation request rubric
- specific types of criteria for CTE Grants that aligns with Program Review
- This has gone through CTE Advisory Committee, Faculty Senate, Classified Senate, IEC, Budget Advisory. Presented to College Council for first read
- **ACTION –CTE Grants Resource Allocation Rubric will be brought back at the first COLLEGE COUNCIL in 2022-2023 meeting for FINAL VOTE.**

8. SECOND RECOMMENDATIONS

8.1 Strategic Plan Goals and Objectives Proposed Revision

Presenter: VPI Rebecca Opsata

- second read on proposed revision to the College's Strategic Plan Goals and Objectives
- Groups worked together at the College Retreat to review and revise the College's Goals and Objectives. Those recommendations then went to IEC for further review and provide initial recommendations
- this is a small part of the planning.
- Strategic Plan is expiring and will require more work, College will be working on a new Student Equity Plan, and work being done on an updated Technology plan

DISCUSSION:

Requests by Committee before approving new Goals and Objectives:

- GOAL 1.9 – Design and deliver purposeful and seamless Instructional Support
- Request for faculty and student surveys of what students have experienced. Specifically experiences of those attending face to face classes. As it is different student then what we had a year or two ago.

- Should we adopt these Goals and Objective today and use for next year or do we want to wait until the other plans that are being updated are updated and wrap this in?
- If this is tabled, we can add in goal 1.9 as requested and “Laney Forward” this for fall discussions.

MOTION MADE BY FRANCIS HOWARD TO TABLE GOALS AND OBEJECTIVES APPROVALS SO MORE WORK CAN BE DONE IN SUMMER AND FALL. MARK RAUZON SECONDS MOTION. MOTION PASSES WITH 12x YES VOTES, 1x NO VOTE, AND 1x ABSTAIN VOTE.

8.2 Tentative 2022-2023 College Discretionary Budget

Presenter: Dettie Del Rosario

- Budget Presentation attached to May 18, 2022, agenda presented
- Overview given of discretionary funds for the FY2022-2023 Budget

MOTION TO APPROVE 2022-2023 COLLEGE DISCRETIONARY BUDGET MADE BY FRED BOURGOIN. MOITON SECOND BY FRANCIS HOWARD. MOTION PASSES WITH 10 yes votes and 1 ABSTAIN

9. COLLEGE COUNCIL BUSINESS

9.1 Check in on College Council Membership List

- reminder - please reaffirm membership and Chairs for each committee and send to Arlene Lontoc

9.2 Initiate End of Year Assessment of Shared Governance Committees

- Responses to Surveys – request to go back to committee members for more responses, as responses were low

9.3 Check in College Council Goals for 2021- 2022

- President proposes that after receiving more complete feedback on surveys, bring back modified goals for 22-23 to the first College Council meeting in fall 2022

9.4 College Council Primary Calendar for 2022-23 (first read)

- recommending - adding retreat feedback
- recommendation - Shared Governance feedback only done once at College Council –remove Fall report back, put more towards the end when committee work has been done.

9. 5 Check-in on the College Council Membership for 2022-2023

9.6 College Council End of Year Report for 2021 -222

- see list of all MOTIONS APPROVED throughout 2021-2022. List is in May 18, 2022 agenda

10. ADJOURNMENT

MOTION MADE BY FRANCIS HOWARD TO ADJOUN MAY 18, 2022, COLLEGE COUNCIL MEETING. MARK FIELDS SECONS MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.

