



**Laney College**  
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## **COLLEGE COUNCIL MEETING MINUTES(FINAL)**

**COMMITTEE:** COLLEGE COUNCIL

**MEETING DATE:** SEPTEMBER 20, 2023

**LOC./TIME:** T-850 & ZOOM, 2:00pm-4:00pm

**ATTENDEES:** Rudy Besikof, Rebecca Opsata, Dettie Del Rosario, Marlon Hall, Hope Lane, Nathan Failing, Atiya Rashada, Kani Chen, Mark Rauzon, Alejandro Acosta, Diana Davaasuren, Camila Yurivilca, Karen Tellegen, Gary Albury, John Reager, Nathaniel Pyle, Leslie Blackie, Nathan Failing, Yiping Wang, Ally Tomas, Christopher Moore, Francis Howard, Katrina Santos, Marla Leech

**GUEST(S):** Elizabeth Maher

**ABSENT:** Cynthia Alvarado, Abigail McMurry, Liliana Moncada,

**MINUTES:** Arlene Lontoc

**HANDOUTS:**

- Meeting Agenda
- College Council Meeting Minutes-5.17.2023
- President's Report
- College's Mission, Vision & Values
- College's/Districts Decision Making Process
- College's Strategic Plan
- College Council Goals for 2023-2024
- Participatory Governance & Organization Manual (PGOM)
- 2023-2024 Shared Governance Meetings Calendar
- Template Slide for Committee Update Presentation
- Effective Committee Member Checklist
- 2023-2024 College Council Submission Calendar
- 2023-2028 Strategic Enrollment Management Plan
- Student Success & Equity Committee Membership
- Proposal to Merge Academic Support Committee & Student Success & Equity Committee into one: New Name: Student Support & Equity Committee

*Next College Council Meeting: October 25, 2023*



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Item	Description (Agenda Item and Discussion)	Action Item
<p><b>1.1 Agenda Approval</b> <i>Presenter: Dr. Marlon Hall facilitated the meeting while President Besikof is tending to an emergency situation with Acting Vice President Dr. Del Rosario</i></p>	<ul style="list-style-type: none"> <li>LESLIE BLACKIE CALLED A MOTION TO APPROVE THE SEPTEMBER 20, 2023 COLLEGE COUNCIL MEETING AGENDA. ATIYA RASHADA SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.</li> </ul>	
<p><b>1.2 Introduction of New Members</b> <i>Presenter: Dr. Marlon Hall facilitated the meeting while President Besikof is tending to an emergency situation with Acting Vice President Dr. Del Rosario</i></p>	<ul style="list-style-type: none"> <li>Everyone introduced themselves and welcomed to the first College Council meeting for the AY 2023-2024.</li> </ul>	
<p><b>2.1 Approval of the May 17, 2023 College Council Minutes</b> <i>Presenter: Dr. Marlon Hall facilitated the meeting while President Besikof is tending to an emergency situation with Acting Vice President Dr. Del Rosario</i></p>	<ul style="list-style-type: none"> <li>LESLIE BLACKIE CALLED A MOTION TO APPROVE THE MAY 17, 2023 COLLEGE COUNCIL MEETING MINUTES. ALEJANDRIA TOMAS SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY. 1 ABSTENSION NATHANIEL PYLE</li> </ul>	
<p><b>3.1 President’s Report-Final Decisions on Recommendations from the Previous College Council Meeting</b> <i>Presenter: President Besikof</i></p>	<ul style="list-style-type: none"> <li>➤ Report-back -College President’s decisions made on recommendations from the previous meeting.               <ul style="list-style-type: none"> <li>President Besikof accepted the following:                   <ol style="list-style-type: none"> <li>Final decision on Council’s Recommendation to Approve the Proposed Subcommittee of IEC: Service Assessment Committee.</li> <li>Final decision on the Council’s Recommendation to Approve the Program Review Timeline 2023-2024</li> </ol> </li> </ul> </li> </ul>	



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	<ol style="list-style-type: none"> <li>3. Final decision on the Council's Recommendation to Approve the Proposed Update to the Program Review Resource Ranking Rubric.</li> <li>4. Final decision on the Council's Recommendation to Approve the Classified Prioritization Staffing Resource for FY 2022-2023.</li> <li>5. Final decision on the Council's Recommendation from the Technology Planning Committee to Approve the Technology Resource Prioritization for FY 2022-2023.</li> <li>6. Final decision on the Council's Recommendation to Approve the Guided Pathways Work Plan.</li> </ol>	
<p><b>3.2 General Announcements</b> <i>Presenter: President Besikof</i></p>	<ul style="list-style-type: none"> <li>• President Besikof provided an update and general announcements to the College Council.</li> <li>• Semester opening activities. President Besikof expressed appreciation to all for a great start of the semester.</li> <li>• Free College Continues this Fall for students completing Dream Act, FAFSA application increased.</li> <li>• It was shared by the President that the main focus for this year is the Laney-wide awareness of services for students, raising awareness of SOAR, Tutoring, Basic Needs Center, Mental Health Services, etc.</li> <li>• Services Quiz still available. <a href="https://forms.office.com/r/Le5mDUJgPt">https://forms.office.com/r/Le5mDUJgPt</a> . (Areas needing more awareness: SOAR, Tutoring, Counseling, Financial Aid, EOPS/related</li> </ul>	



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	<p>programs)</p> <ul style="list-style-type: none"><li>• Fall/Spring is Free – Increased Persistence, steady retention/success</li><li>• Enrollment, on-campus traffic has increased. September 21 &amp; 28 President Office Hours joined by Acting Vice President of Administrative Services to provide presentation on facilities.</li><li>• Coffee on the Quad – now an extension of the President’s Office Hour every other Monday from 12:30pm-1:30pm</li><li>• Executive Council – now attending Facilities</li><li>• Caring Campus Initiative</li><li>• Research Requests - President’s Office as campus SPOC</li><li>• Welcome New Employees!</li><li>• Oakland/Alameda Skybridge Project- Professor Mark Rauzon presented on this item.</li><li>• ASLC President Camila Yurivilca shared update on recently held activities and upcoming campus events for students.</li><li>• Administrative Services/Facilities. It was shared by Acting Vice President of Business &amp; Administrative Services the status of our facilities.</li><li>• Student Services</li><li>• Instruction-Enrolment is going well.</li><li>• President’s Office Emergency Hardship Scholarship Fund-</li></ul>	
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	<p>Arlene will be providing an update at the next College Council meeting.</p> <ul style="list-style-type: none"> <li>• Item from the President related to the number 53. It was shared that the Laney President’s Desk Podcast is now on the 53 episodes.</li> <li>• Dates Ahead: Monday, September 25, 2023 – Coffee on the Quad #2</li> <li>• Tuesday, 9/26 – Emeritus Reception at District Office</li> <li>• Tuesday, 9/26 – Statewide UMOJA Leadership Visit to Laney</li> <li>• Monday 10/9 – Transfer Day Event at Laney College</li> <li>• Wednesday, 10/11 – Tiny Homes Event</li> <li>• TBD – Visit from the Vietnamese Chamber Leadership</li> </ul>	
<p><b>4.1 Orientation to College Council</b> <i>Presenter(s): Rudy Besikof &amp; Arlene Lontoc</i></p>	<ul style="list-style-type: none"> <li>• President Besikof provided an overview of the Participatory Governance Decision Making Process.</li> <li>• Effective Committee checklist.</li> <li>• Arlene Lontoc presented on this item.</li> <li>• Annual Orientation to the College Council provided to Council members - to include:             <ul style="list-style-type: none"> <li>➤ College's Mission, Vision &amp; Values</li> <li>➤ College's/District's Shared Governance Structure / PGOM - College's/District's</li> <li>➤ Decision Making Process - College's</li> <li>➤ Strategic Plan - Mapping Agenda Items</li> <li>➤ Council Charge, Membership, Goals, Schedule, etc.</li> <li>➤ Council's Integrated Planning Master Calendar</li> <li>➤ Council's Document Submission Calendar &amp; Agenda Development/BoardDocs</li> </ul> </li> </ul>	



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	<ul style="list-style-type: none"> <li>➤ Committee/Council Member Responsibilities</li> <li>➤ Template Slide for proving update presentation of the committees to College Council.</li> <li>➤ Any changes to the PGOM has to be submitted to the college council for approval.</li> <li>➤ As a council and all the committees should be working to become as close to Brown Act compliant as possible so making sure that agendas are posted and publicized 72 hours in advance.</li> </ul>	
<p><b>5.1 (First Read)</b> <b>Proposal to Change the Strategic Enrollment Management Committee Membership Composition, Charge and Appointment Term</b> <i>Presenter(s): Dr. Opsata &amp; Dr. Marlon Hall</i></p>	<ul style="list-style-type: none"> <li>• Strategic Enrollment Management Committee Co-Chairs Dr. Becky Opsata and Dr. Marlon Hall presented on this item.</li> <li>• The SEM committee is proposing the update to the committee’s membership and update the changes on our Participatory Governance &amp; organization Manual (PGOM).</li> <li>• Faculty/Guided Pathways, changed to Membership at Large, removed Guided Pathways, open to either Classified professionals or faculty.</li> <li>• Dean of Enrollment Services changed to Dean, Student Services, Term 1 year: Change to 1 year for all; Per the appointments by the President are now only 1 year.</li> <li>• ALEJANDRIA TOMAS CALLED A MOTION TO APPROVE THE PROPOSAL TO CHANGE THE STRATEGIC ENROLLMENT MANAGEMENT COMMITTEE MEMBERSHIP COMPOSITION AND TERM. LESLIE BLACKIE SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.</li> </ul>	



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<p><b>5.2 (Second Read) Strategic Enrollment Management Committee Plan for 2023-2028</b> <i>Presenter(s): Dr. Opsata &amp; Dr. Marlon Hall</i></p>	<ul style="list-style-type: none"> <li>• Strategic Enrollment Management Committee Co-Chairs Dr. Becky Opsata and Dr. Marlon Hall presented on this item.</li> <li>• Dr. Opsata shared an overview of the timeline and process that went into drafting the SEM Plan.</li> <li>• It was added by SEM Co-Chair Dr. Becky Opsata that the attached SEM Plan has very minor addition from what was presented as first read at the May 17<sup>th</sup> College Council meeting. The cover and the diagram were added.</li> <li>• It was expressed by SEM Co-Chair Dr. Marlon Hall the great work of all the committee members and complimented of the work that went into it.</li> </ul> <p>ALEJANDRIA TOMAS CALLED A MOTION TO APPROVE THE STRATEGIC ENROLLMENT MANAGEMENT PLAN FOR 2023-2028. NATHAN FAILING SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.</p>	
<p><b>5.3 (First Read) Proposal to Merge the Student Success &amp; Equity Committee and Academic Support Committee (New Committee Name: Student Support &amp; Equity Committee)</b> <i>Presenter(s): Dr. Marlon Hall &amp; Dean Maher</i></p>	<ul style="list-style-type: none"> <li>• The Student Success &amp; Equity and Academic Support Committees seek to merge and become the Student Support &amp; Equity Committee due to low membership turnout in both meetings and not meeting quorum.</li> <li>• The SSE Committee should revisit a restructuring to include new programming. Ex. SOAR, Basic Needs, Tutoring Centers, etc.</li> <li>• Appointment seats are filled with members of programming. Ex. Danielle-Mental Health; Fin. Aid., etc.</li> <li>• Momentum is different because the “Equity” Committee is no longer a funding source             <ul style="list-style-type: none"> <li>○ Replaced Undocumented Resource Center has to be a Classified position</li> </ul> </li> </ul>	



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	<p>not ICC possible change to Adult Transition</p> <ul style="list-style-type: none"> <li>○ It was recommended to remove the word “<b>Instructional</b>” Faculty to just <b>Faculty at large</b>.</li> <li>● Director Atiya Rashada asked a question about the Undocumented Resource Center representation if that is a classified position or not necessarily? It is not a classified position necessarily. A comment was made that we cannot have a member that is on an ICC. A recommendation to adjust the <b>URC to Adult Transition</b>. It was added by Faculty Senate President Blackie that anyone can attend the meeting.</li> <li>● The proposal to merge the Student Success &amp; Equity Committee and Academic Support Committee into one will be coming back for Second Read.</li> <li>● Faculty Senate President Leslie Blackie asked if the committee actively meeting? A question of what was the idea of merging the two committees into one, are we lacking appointment? SSE Co-Chair Dr. Marlon Hall responded that due to low participation of membership turn out in both committees and not meeting the quorum that merging both committees into one might be a solution. It was added by Dr. Blackie that it might be also a great idea to have one meeting time so if same individuals are member of the two committee that now they can attend. Dr. Hall appreciated the comment from Faculty Senate President Leslie Blackie and complimented both the Faculty and Classified Senate for making the appointment to all the committees.</li> <li>● This item will be coming back to the SSE Committee and ASC for discussion with the recommended changes from the council. The proposal will be presented as second read at the October meeting.</li> </ul>	
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<p><b>6.1 Check in on College Goals for 2023-2024</b> <i>Presenter: President Besikof</i></p>	<ul style="list-style-type: none"> <li>• The College Council Goals for AY 2023-2024 were presented.</li> <li>• Goals that are carry over from 2022-2023 were reviewed.</li> <li>• There were recommendations of updating Goal#2.</li> <li>• 2023-24 Academic Year Proposed Draft#2             <ul style="list-style-type: none"> <li>➤ GOAL #1 – (New and slightly revised 2022-23 carry-over Goal) Improve the overall efficiency of – and adherence to – the College’s CPR/APR process, and the planning &amp; resource allocation model, including creating a smoother college planning process as it relates to program review validation, resource prioritization and evaluation.</li> <li>➤ GOAL #2 – (2022-23 carry-over Goal) Provide oversight and coordination of progress made towards achieving the College’s strategic goals and objectives.</li> <li>➤ GOAL #3 – (revised/feedback from the 9/20/23) 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 Justice, Equity, Diversity&amp; Inclusion (JEDI) lens to committee work, membership and decisions.</li> <li>➤ GOAL #4 – Institute time for monthly updates and feedback from</li> </ul> </li> </ul>	
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	<p>the college’s shared governance bodies, as well as for deep dives into matters that require more in-depth discussions.</p> <ul style="list-style-type: none"> <li>➤ 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. The proposed drat#2 will be presented for second read at the October College Council meeting.</li> </ul>	
<p><b>6.2 Check in on College Council 2023-2024 Membership</b> <i>Presenter: Arlene Lontoc</i></p>	<ul style="list-style-type: none"> <li>• Arlene Lontoc shared appreciation to the Senates and Student Leaders for appointing members to the College Council and all the shared governance committees.</li> <li>• Appointments still needed. <ul style="list-style-type: none"> <li>➤ Faculty Division – Career &amp; Technical Education Appointment Needed</li> <li>➤ Faculty Division – Liberal Arts Appointment Needed</li> <li>➤ Student At-Large Appointment Needed</li> </ul> </li> </ul>	
<p><b>6.3 (First Read) Recommendation to Approve the Laney College Council Integrated Master Calendar for 2023-2024</b> <i>Presenter: Arlene Lontoc</i></p>	<ul style="list-style-type: none"> <li>• The draft College Council Integrated Planning Master Calendar for the 2023-2024 academic year was presented as a First Read at this meeting.</li> <li>• Feedback from the Council was solicited/provided. The December meeting date was discussed and a recommendation to send a short survey to the council members for decision on what will be the December meeting date will be.</li> <li>• This item will come back for second read at the October 2023 College Council meeting.</li> </ul>	



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<p><b>6.4 Review of the Survey Results of the End-of-the-Year Assessment of Shared Governance Committees</b> <i>Presenter: Arlene Lontoc</i></p>	<ul style="list-style-type: none"> <li>• Arlene Lontoc shared the survey results which is also available for review by the different committees.</li> <li>• President Besikof shared that the end-of-the year is available for review.</li> </ul>	
<p><b>7.1 Good of the Order/Announcements &amp; Public Comment</b> <i>Presenter: President Besikof</i></p>	<ul style="list-style-type: none"> <li>• No public comment.</li> <li>• Classified Senate President Lane shared about the Basic Needs assistance for food distribution volunteers. Earlier dates were added. -A question asked by Francis Howard regarding the Laney Cafeteria opening. Basic Needs Coordinator Katrina Santos and Vice President Del Rosario responded that Food Services Manager will be having a discussion, at the moment since we are offering free meals for students that the full reopening of the cafeteria is still pending. Another concern is staffing the Laney Cafeteria. A conversation between the CTE Dean Tomas with the Laney Culinary and Vice President of Business Administrative Services will need to happen on what will be the next step on reopening the Laney cafeteria once the fall is free initiative stopped.</li> </ul>	
<p><b>7.2 Adjournment</b></p>	<ul style="list-style-type: none"> <li>• ALEJANDRIA TOMAS CALLED A MOTION TO ADJOURN THE SEPTEMBER 20, 2023 COLLEGE MEETING. BECKY OPSTA SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.</li> </ul>	



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<b>7.3 Post-Adjournment Conversation/Debrief with College President</b>	<ul style="list-style-type: none"><li>As time permits, members of the Council are welcome to remain to discuss any items informally with the College President. No minutes will be taken for this item, and participation will be less structured than pre-adjournment items</li></ul>	
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**Meeting Adjourned: 3:36pm**