

Contra Costa College  
2600 Mission Bell Drive  
San Pablo, CA 94806

COLLEGE COUNCIL MINUTES  
December 10, 2008  
3:00 p.m. AA-145 Applied Arts Building

Present: Classified: Joyce Edwards, Mercy Pono, Teresina Steffes  
Faculty: Richard Akers (Chair), Lee Brellie  
Management: Helen Kalkstein, Carol Maga, , McKinley Williams  
Students: Jeanelle Hope, Yibo Sun  
Absent: Alma Cardenas, John Christensen, Vern Cromartie, Mariles Magalong, Leverett Smith, Wendy Williams  
Guests: Bruce King, Priscilla Leadon

1. **Call to Order** - The meeting was called to order by Chair, Richard Akers at 3:05 p.m.

**CONSENT AGENDA - ACTION ITEMS**

2. **Approval of the Agenda** – The agenda was approved.
3. **Approval of Minutes from November 12, 2008** – Minutes were approved.

**ACTION ITEMS REMOVED FROM CONSENT AGENDA**

**NONCONSENT AGENDA - ACTION ITEMS**

4. **Revised College Policy C3018 – Facilities and Properties Naming Guidelines– third read**

Lee reviewed the proposed written changes. Everything highlighted on the proposed change is what was previously discussed at the last two College Council meetings. Mercy asked for clarification on IV. C 1 and C2. It was clarified that the time frame is at least six months after the person passes. Mercy asked if there is a form that the family would have to complete to submit a request in writing. There is no specific form but it was decided to add “written” in front of “approval” in that sentence. Corrected sentence reads: C1 If the request is to honor a deceased person, that request should be submitted only with written approval of the family.

Richard asked the constituencies for approval:

Students: yes Classified: yes Management: yes Faculty: yes

At the next meeting classified will propose the renaming of the SSC building as the Martin Padilla Building with a written request from the family. After the proposal is approved, the request will be submitted to the governing board for final approval and implementation.

**5. EEOAC (Equal Employment Opportunity Advisory Committee)**

Vicki Ferguson addressed this issue in Mariles' absence. Vicki is a newly elected district-wide EEOAC member. DVC and LMC have already moved forward with establishing their EEOAC campus committees. It is recommended we move forward with our own campus committee. Management supports this committee as Mack said we would like to continue to see diversity in our hires. Mercy said we have one classified representative on the district-wide committee and they would like that same representative on the campus committee. Students support this proposed campus committee. Faculty also support this proposed campus committee.

This item will be placed on the next meeting to affirm this proposal after constituency groups have an opportunity to review it.

**INFORMATION/DISCUSSION**

**6. Remodel and Other Measure A Activities**

Carol reported that we will be doing some high voltage repair over the holiday break and as such the campus will be shut down electrically throughout the break.

We are initiating the Biosci HVAC (phase 1) and should have this project completed by mid-summer.

We are closing out the check lists with the contractors on the Student Services Center and the Library and Resource Center.

We are finishing up phase 1 on our athletic field as this includes laying down the track this week. We shall see how much money we have remaining for Phase 2 that includes bleachers.

We are contracting with the architect for the AA Building to renovate the former skills center and CTC area. We are hoping for other departments (math, speech) to move into the AA Building by the end of Fall.

We also have to conduct a site survey of the campus so our architect of the facilities master plan may determine where to place the new SA and Classroom Buildings.

We are also working on the temporary seismic retrofit for the LA building as it is currently being reviewed by the State Department of Architecture.

We are working on the Automotive Tech Building to have the same facing as the CTC.

We are working on the remodel of the music building.

We are acquiring information on our grounds before we proceed with drilling for a well.

We are working on the ADA accessibility list that was comprised a few months ago.

We are working on our parking lots.

We still have the emergency siren to be installed.

We are waiting for next phase of State funding for science building.

Carol concluded by saying even though this voluminous list of simultaneous projects may seem monumental, we are optimistic the projects will be completed in a timely fashion.

**7. Reports from Constituency Groups –**

**Students –** Janelle said they had a successful finals cram session. She was hypnotized in order to exude less stress during her final exams.

**Faculty –** Richard reported at the Council of Chairs meeting there was a very healthy discussion on the lack of classes offered at the end of the week and if we are doing our students a disservice by not offering as many classes on Friday. It will be a continued topic of conversation with faculty. Richard would like to see faculty look at Friday and Saturdays as a block for offering classes to help increase enrollment.

**Classified –** Mercy reported they had a district-wide senate meeting at LMC. Classified Senate will host a family night this Friday night in Fireside Room. Santa will be present and children will be able to create arts and crafts. December 19<sup>th</sup> is the classified winter retreat at Salutes. Richard congratulated Mercy for efficiently chairing the last DGC meeting.

**Management –** Carol said managers had a district-wide management meeting last Friday where they reviewed the TBA regulations. They reviewed the district budget. We have enough in our reserve to cover the hit for this year and next year we will be on stability. Managers also attended a C-contract meeting yesterday hosted by the district office. There was discussion about revising the C-contract formula as it has not been revised in 17 years; although, there were no specifics as to how the formula is going to be revised. CCC and LMC are under funded because we are not paid for student contact hours. We are hoping our C-contract monies will be supplemented by 2 million dollars which doesn't offset all of the over expenditures but it would certainly help. There was also discussion about productivity levels. The district proposed the same productivity levels for all three campuses. Carol raised the issue of differences between the campuses opposing this suggestion. Carol concluded by saying the holiday fundraiser today was well received and a lot of fun.

**8. Announcements –**

Carol said she went to the dinner theatre last Friday evening and not only was the dinner superb, the drama performance were stellar. It was very provocative and very well done.

Richard said he attended the district's 60<sup>th</sup> anniversary celebration last week. Jess Reyes, the newly appointed governing board member, attended and Dr. Gordon gave a speech. Carol said that was the dignitary celebration.

Helen Kalkstein said the music concert is on December 19<sup>th</sup> in the Knox Center.

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Joyce said tomorrow is the last day of culinary service for the semester. They have received exceptional reviews. Today they had 18 employees from Social Security for lunch as recently they have hosted several outside groups. Joyce made a plea for larger facilities. Richard said when they interviewed the architect for the AA Building, the architect did include two culinary specialists.

9. **Next Meeting – February 11, 2009**

10. **Adjourned** – Richard adjourned the meeting at 3:42 p.m.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President