

**Present:** **Faculty:** Bonnie Holt, Wayne Organ, Gabriela Segade

**Management:** James Eyestone, Karl Debro, Tammeil Gilkerson, Mariles Magalong, Denise Noldon

**Students:** Ysrael Condori

**Classified:** Erika Greene

**Guests:** Donna Floyd, Mayra Padilla

**Absent:** Beth Goehring, Charles Ramirez, Kelly Ramos, Alissa Scanlin, Seti Sidharta

1. **Call to Order** – by James Eyestone at 2:19 P.M.

### **PRESENTATIONS**

2. **Public Comment** – none

### **CONSENT AGENDA – ACTION ITEMS**

3. **Identification of Speakers from Constituencies**

Faculty – Wayne

Classified – Erika

Students – Ysrael

Management – Tammeil

4. **Approval of Agenda-** Faculty (Wayne Organ) motioned to accept the agenda and Students (Ysrael Condori) seconded the motion.

Vote to accept the May 8, 2014 agenda - Students (Ysrael Condori) yes; Faculty (Wayne Organ) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes.

5. **Approval of Draft Minutes** from May 8, 2014 meeting – Students (Ysrael Condori) motioned to approve the May 8, 2014 minutes and Classified (Erika Greene) seconded the motion providing the change is made on Item 28 with a change of time for the next College Council meeting of 2:00 p.m. in LA-107.

Vote to accept the May 8, 2014 minutes - Students (Ysrael Condori) yes; Faculty (Wayne Organ) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes

### **ACTION ITEMS REMOVED FROM CONSENT AGENDA NONCONSENT AGENDA – ACTION ITEMS**

6. **Art Sculpture – Red Valley by Artist, John Toki** –Management (Tammeil Gilkerson) motioned to approve the John Toki donated Art Sculpture Proposal that includes scope of work, budget, endorsements and next steps and Faculty (Wayne Organ) seconded the motion.

Vote to accept the John Toki Donated Art Sculpture Proposal - Students (Ysrael Condori) yes; Faculty (Wayne Organ) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes

7. **Institutional Order of Planning and Timeline** - Wayne said he made the changes that were requested at the last College Council meeting. Management (Tammeil Gilkerson) motioned to approve the Institutional Order of Planning and Timeline and Classified (Erika Greene) seconded the motion.

Vote to accept the Institutional Order of Planning and Timeline - Students (Ysrael Condori) yes; Faculty (Wayne Organ) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes

8. **Coordination of Institutional Change Issues** - Mayra made a motion to have the Integration Council engage in a process and discussion for any college changes on issues that are not housed in an existing college committee. Denise said most issues have a “home” where there is a process to channel any changes. However, this is referring to the tutoring issue which does not have a “home” for formal processes and changes, such as hiring tutors, budget, etc. Mayra asked if the tutoring issue could be addressed at Integration Council. Students (Ysrael Condori) motioned to have institutional wide changes addressed at Integration Council and Management (Tammeil Gilkerson) seconded the motion.

Vote to have Institutional Wide Changes Addressed at Integration Council - Students (Ysrael Condori) yes; Faculty (Wayne Organ) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes

9. **Budget Committee Recommendations Regarding the College Wide Tutoring Proposal** – Mariles said at the last College Council meeting she brought a tutoring proposal. Mariles now revised the proposal. Instead of a 1.0 coordinator the Budget Committee is now recommending a half time tutoring coordinator (classified position), to replace a .5 faculty coordinator to be reviewed in one year. Faculty (Wayne Organ) motioned to approve the Budget Committee’s recommendation to hire a .5 classified tutor coordinator position to be reviewed in one year and Classified (Erika Greene) seconded the motion. Denise said the funding is not for one year but it is a permanent classified position. Management (Tammeil Gilkerson) amended the motion to approve a permanent tutoring coordinator half time position in place of the previously approved instructional lab coordinator and re-evaluate the position in one year. Faculty (Wayne Organ) seconded the amended motion. Tammeil said there was a stellar group of people who worked on writing this proposal and thanked them for their diligent efforts in order to improve our tutor coordination efforts across the campus.

Vote to accept the Budget Committees Recommendation to hire a permanent half time classified position to replace the previous faculty instructional lab coordinator position and review the position in one year - Students (Ysrael Condori) yes; Faculty (Wayne Organ) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes.

## **INFORMATION/DISCUSSION**

10. **Revision of College Council By Laws** – James made some changes to the College Council By-Laws. Changes are on page 2 until Article IV. Agendas: *The Integration Council will draft the College Council agenda. The draft agenda will be finalized by President’s Cabinet and published with all supporting documents in advance of the meeting as required by the Brown Act.* Article V: The Standing Committees responsible to College Council are defined in section A1003.1 of the Contra Costa College Procedures Handbook.

Faculty (Wayne Organ) made a motion to move this item to an action item and Students (Ysrael Condori) seconded the motion.

Vote to move Item 10 to an action item: Students (Ysrael Condori) yes; Faculty (Wayne organ) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes.

Faculty (Wayne Organ) made motion to approve the changes to the College Council By-Laws. Students (Ysrael Condori) seconded the motion. Tammeil expressed concerns about the time implications of adding the Integration Council to the process of the development of the College Council agenda. Denise said the by-laws don't say how it will be done so whether the College Council chair meets with the Integration Council and then brings the agenda to President's Cabinet or implores some other method to draft the agenda that is not stipulated in the by-laws per say. Integration Council is now predominantly management and is clearly not a constituency based committee. The agenda would still be finalized in President's Cabinet which is a constituency based committee. There were concerns expressed about items addressed in campus committees that don't always make their way to College Council. Wayne said he thinks it would be worthwhile to experiment with this new process. Tammeil said the College Council chair should help to garner the items to be placed on the agenda. Tammeil had concerns about having another cog in the wheel with incorporating the Integration Council. Next year's chair will be a student. We are trying to streamline the process and not bog it down. For the purposes of setting the College Council agenda all of the Integration Council chairs would attend President's Cabinet in order to set the agenda. President's Cabinet may invite anyone to its meetings to set the College Council agenda. It was decided, the draft agenda will be set by Integration Council in consultation with the chair of College Council and then the College Council chair will bring the draft agenda to President's Cabinet.

James amended Article IV under agendas as follows: *The College Council chair in consultation with the chairs from Integration Council, will draft the agenda. The draft agenda will be finalized by President's Cabinet and published with all supporting documents in advance of the meeting as required by the Brown Act.* Students (Ysrael Condori) made a motion to accept the revised By-Laws. Faculty (Wayne Organ) seconded the motion.

Vote taken to approve the amended College Council By-Laws: Students (Ysrael Condori) yes; Faculty (Bonnie Holt) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes.

11. **Draft Accreditation Self Evaluation Endorsement to Forward to Governing Board** – Donna said James posted the working draft of the accreditation self evaluation to the Portal. The self evaluation has to be submitted to the governing board by next Tuesday to be discussed and reviewed by the June Board meeting (June 25<sup>th</sup>). Donna said her goal is take copies over to the district next Tuesday. Changes are being made to format the document showing consistencies. Donna said the chancellor read the first 90 pages. We received her input and incorporated the feedback she gave us since the time the draft that was posted on the portal. Therefore, a new draft will be reposted when the document is submitted to the governing board. Changes continue to be made. References will be listed at the end of each standard. There are six commission recommendations that had to be addressed in the document. Donna said if the governing board has significant changes, then we will have July to incorporate those changes but hopefully there will not be significant changes.

Faculty (Wayne Organ) made a motion to move this to endorse this item and move it to an action item. Students (Ysrael Condori) seconded it the motion

Vote to accept the endorsement of the self evaluation: Students (Ysrael Condori) yes; Faculty (Bonnie Holt) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes.

Karl wanted to know if Donna is accepting feedback now. Donna said yes, but implored to send any changes to her quickly. Karl had issues with term “nursery school” in the document. James showed the text reference Karl was referring to but then Donna showed the chart where the term was first referenced and the text was following suit with using the same terminology in the chart. Ysrael asked if all of the clickable links are supposed to work and Wayne said not yet and they are still working on them.

## **STANDING COMMITTEE REPORTS**

12. **Budget Committee** - Mariles said there is no additional information as they have not held a meeting since the last College Council.
13. **Student Success** - Mayra said they did not have a quorum but they will look at recruitment of new members on the committee. Mayra asked for any recommendations of people who will be willing to serve on Student Success.
14. **Operations Committee** – Tammeil said they had a good last meeting of the year. The Sustainability Committee has been working on carpooling efforts for our students. This will be brought to next year’s College Council meeting. We are encouraging our employees to save energy during the summer by turning off any electrical items before they leave.
15. **Planning Committee** – Wayne said this will be his last time at College Council as chair of the Planning Committee and they had not met since the last meeting.

## **STANDING COLLEGE COUNCIL BUSINESS**

16. **Campus Construction Update** – Mariles said the GA elevator deadline for bidders was extended and we did not have any bidders for the seismic retrofit of the Biology and Physical Science Buildings as well. CSI are calling contractors and Ron Johnson is working with Ray Pyle. We are hopeful to have bidders for the Physical Science roof replacement.
17. **Reports from Constituency Groups** – Erika reported the Classified Job Links is slated for June 5<sup>th</sup>. Plans for Classified Senate will occur after graduation. They will hold elections in June for a Vice President and Treasurer. There will be some CCC representatives at the leadership conference in Ventura from June 19<sup>th</sup> to 21<sup>st</sup>.

Ysrael reported that the students held their last ASU meeting and they will be sending out publications for summer events and events occurring at the beginning of the fall semester.

Wayne reported that faculty haven’t met since the last College Council meeting; however, he would like to thank and show appreciation to the College Instruction Committee for all of their hard work over the year as they are *the most overworked committee on campus*.

Denise presented James Eyestone with a resolution for his stellar job of chairing of College Council during the 2013-2014 Academic year. James thanked College Council for the resolution.

18. **Announcements** – Tammeil thanked the campus community for their support of Super Saturday. Graduation is planned for Wednesday night at the Richmond Auditorium. Entry tickets are required for graduation and may be obtained from Student Services. The Nursing Pinning Ceremony is planned for the evening of May 22<sup>nd</sup>.

Denise said we had some great events within the past week such as the EOPS celebratory event, the Metas event on Saturday. Denise commended Mayra for her voluntary work in keeping Metas afloat. The Kennedy King dinner was last Friday night and CCC was the shining star. The Celebrating Success was Saturday night recognizing the accomplishments of the African American students. Bisa French, who will be recognized at graduation, shared her story at the Celebrating Success graduation. Puente's graduation is also this Thursday as well as the MCHS graduation.

Denise thanked Ysrael for his participation at the college, especially this last year, as he transfers to San Francisco State University. Everyone applauded Ysrael.

19. **Next meeting** will be held in September 2014 depending on the ASU representative's schedule.
20. **Meeting adjourned** at 3:23 p.m. Management (Tammeil Gilkerson) made a motion to adjourn the meeting and faculty (Wayne Organ) seconded the motion.

Vote taken to adjourn the meeting: Students (Ysrael Condori) yes; Faculty (Bonnie Holt) yes; Management (Tammeil Gilkerson) yes; and Classified (Erika Greene) yes.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President