

**CONTRA COSTA COLLEGE**  
**College Council Minutes**

**Date:** Thursday, March 9, 2017

**Time:** 2 pm to 4 pm

**Room:** GE 225, Contra Costa College, 2600 Mission Bell Drive, San Pablo, CA 94806

**Management:**

Jason Berner (Speaker)  
Vicki Ferguson  
Tammeil Gilkerson  
Mariles Magalong  
Mojdeh Mehdizadeh

**Faculty:**

Wayne Organ (Speaker)  
Beth Goehring, Chair  
Rick Ramos  
Alissa Scanlin

**Classified:**

Joel Nickelson-Shanks (Speaker)  
Leticia Mendoza  
Lorena Cortez  
Kelly Ramos  
Seti Sidharta

**Students:**

Safi Ward-Davis (Speaker)  
Alex Griffin  
Jose Arebalo  
Atenas Gutierrez

TOPIC	DISCUSSION	ACTION ITEMS
1. Call to Order by Chair	<p>The meeting was called to order at 2:11 p.m.</p> <p>Those present included: Jason Berner Vicki Ferguson, Tammeil Gilkerson, Mariles Magalong, Mojdeh Mehdizadeh, Joel Nickelson-Shanks, Lorena Cortez, Kelly Ramos, Seti Sidharta, Wayne Organ, Beth Goehring, Rick Ramos, Alissa Scanlin, and Michael Peterson (taking notes)</p>	
<b>Presentations</b>		
2. Public Comment	<i>None</i>	
3. Approval of Agenda	<p>Management made a motion to approve the agenda, followed by a second by Faculty. The agenda was unanimously approved.</p>	
4. Approval of Minutes from 2/9/17	<p>Faculty made a motion to approve the minutes, followed by a second by Management. The minutes were unanimously approved.</p>	

Action Items Removed from Consent Agenda / Non-consent Agenda – Action Items		
No items	<i>None</i>	
Information/Discussion Items		
5. Integrating 3SP, Equity, and Basic Skills Planning	<p>Tammeil Gilkerson reported on the State Chancellor’s memo for integration and alignment and spoke about ways that CCC is integrating its 3SP Programs, Equity, Basic Skills, and other initiatives.</p> <p>Wayne Organ noted how 3SP and Equity can both be easily linked back to strategies found in the CCC Strategic Plan.</p> <p>Mayra Padilla noted that the Integrated Plan is due to the State in December, but hopes to have a draft in circulation by August.</p>	
Standing Committee Reports		
6. Budget Committee	<i>Nothing to report, as the Budget Committee did not meet in February.</i>	
7. Student Success Committee	Karl Debro noted how Jason Berner had put together a form for people to apply for new or ongoing student success funds.	
8. Operations Committee	<p>Tammeil Gilkerson reported on the following:</p> <ul style="list-style-type: none"> <li>• <u>Charge/Composition</u>: The College Procedure Handbook is in need of updating for Operations Council charge and composition.</li> <li>• <u>Scheduled Maintenance plan</u>: The projects on the priority list for scheduled maintenance would be displayed online for transparency’s sake.</li> <li>• <u>Safety Monitor Training</u>: Lt. Tom Holt to be coordinating an upcoming training for managers and classifieds.</li> <li>• <u>Automotive Technology upgrades</u>: Currently seeking larger outdoor space and an updated electronic gate.</li> <li>• <u>Emergency speakers</u>: Continue to be reviewed in Operations Committee.</li> </ul> <p>It was noted that Mariles Magalong would be chairing the Operations Committee until the new VP is hired.</p>	<p><b>Michael Peterson to updated College Handbook and Procedure manual to reflect this.</b></p>

9. Planning Committee	Wayne Organ reported on the following: <ul style="list-style-type: none"> <li>• Validation teams continue to be populated</li> <li>• Planning worked on the norming of the validation process.</li> <li>• Spoke of the need for info on program leaders for each department/unit.</li> </ul>	.  President's Office to work with Wayne to populate this information (DONE)
<b>Standing College Council Business</b>		
10. Campus Construction Updates	Mariles Magalong reported on the following: <ul style="list-style-type: none"> <li>• Recent car accident at the PAC building. Building/grounds may have sustained \$15K damage. Being assessed.</li> <li>• AA/PE building renovations plans progressing.</li> <li>• Science building plan will be submitted in April.</li> <li>• Campus Safety Center plans continue: Police Services has vetted the rendering.</li> </ul>	
11. Measure E Update	<i>None</i>	
12. Marketing Update	Dennis Franco reported: <ul style="list-style-type: none"> <li>• New website, which will go live within the next few weeks.</li> <li>• Promotional booklet to be mailed next week to John Swett and WCCUSD high schoolers re: CCC programs. An adult population version will follow</li> <li>• 30 second ad being produced for the Hilltop theatre.</li> </ul>	

<p>13. Constituency Group Updates</p>	<p><u>Management (Jason Berner)</u></p> <ul style="list-style-type: none"> <li>• James Eyestone presented on the IT department at CCC at last Management Council.</li> <li>• Ghada Al-Masri presented on training and creating diversity on hiring committees.</li> <li>• Training of committee and department chairs</li> <li>• Fusion project – next steps</li> <li>• Records Retention policy: next steps</li> </ul> <p><u>Classified (Joel Nickelson-Shanks):</u></p> <ul style="list-style-type: none"> <li>• Job Links be prepared/planned for our campus in June.</li> <li>• Process Improvement survey was discussed</li> <li>• Next meeting on March 10</li> <li>• Planning summer retreat.</li> </ul> <p><u>Academic Senate (Beth Goehring):</u></p> <ul style="list-style-type: none"> <li>• Code alignment project continues</li> <li>• Master document will be created to analyze TOPS codes</li> <li>• April 10 Academic Senate plenary to be held at the District Office.</li> </ul> <p><u>Students:</u> <i>No students were in attendance.</i></p>	
<p>14. Announcements</p>	<p>Mojdeh informed College Council that the search process for CCC’s new Vice President for Academic and Student Affairs was underway, and solicited constituencies for groups to make up the paper screening and interview committees.</p>	
<p><b>Other College Business: Resolution 1-S: Reaffirming Support of Students and Employees in Defense of Diversity and Inclusion in the CCCCD</b></p>		
<p>15. Resolution Implementation</p>	<p>Mojdeh Mehdizadeh and Mayra Padilla presented on Resolution 1-S and its implications for CCC’s campus.</p>	

16. Next Meeting: April 13, 2017	??	
17. Adjournment	??	

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