CONTRA COSTA COLLEGE
College Council Minutes

Date: Thursday, April 12, 2018
Time: 2 pm to 4 pm
Room: GE-108, Contra Costa College, 2600 Mission Bell Drive, San Pablo, CA 94806

Management:
Tish Young (Speaker)
Jason Berner
Ken Sherwood
Mariles Magalong
Chui L. Tsang

Faculty:
Beth Goehring (Speaker)
Wayne Organ
Bonnie Holt
Alissa Scanlin

Classified:
Ashley Carter (Speaker)
Lorena Cortez
Joel Nickelson-Shanks
Kelly Ramos

Students:
Cody Poehnelt (Speaker)
Astrid Pumarica
Christopher Miller

TOPIC	DISCUSSION	ACTION ITEMS
1. Call to Order by Chair	The meeting was called to order at 2:17p.m. Present: Jason Berner, Ken Sherwood, Chui L. Tsang, Beth Goehring, Bonnie Holt, Alissa Scanlin, Joel Nickelson-Shanks, Ashley Carter, Lorena Cortez and Brandy Howard Guest: Kelly Schelin and Maryam Attai	
Presentations		
2. Public Comment	None	
3. Approval of Agenda	Faculty motioned to discuss action item #6 Approval of 2017-18 Strong Workforce Plan at a later point on the agenda; upon Kelly Schelin's arrival. approve the agenda. Classified seconded the motion. The agenda was unanimously approved.	Agenda approved with Approval of 2017-18 Strong Workforce Plan discussion to take place upon Kelly Schelin's arrival
4. Approval of Minutes from 3/8/18	Faculty moved to approve the minutes with minor corrections to item #7 and item #14 ASU and faculty reports. Classified seconded the motion. The minutes were approved.	Minutes approved with corrections to items #7 and #14
Action Items Removed from Consent Agenda / Non-consent Agenda – Action Items		

5. Approval of 911Cellular	Ken Sherwood has brought the Budget Committee's recommendation to purchase the 911Celluar emergency notification systems for one-year service at a cost of $7,595.00. The system includes the following: • 911Shield app (emergency button, iReports, emergency response plans, friendwatch, maps, etc.), price: $6,800/year. • 50 computer panic button licenses cost is $795.00/year. • Support services – cloud-based management web-portal, price: included 911Shield Mobile App: • The emergency button on app will determine if user is located on campus and will send three notifications directly to the Police Services on campus a phone call, text and a message on the web portal. • 911Shield mobile app free google and apple app stores for all campus community. It has customizable features. • Friendwatch feature – create a peer-to-peer safety network. Allows users to designate friends or Police Services to look after them when they are walking alone. If the user does not arrive at the destination as indicated, the friend and/or Police Services are notified to go check on the user Computer Panic Button: • Discreet activation when user presses the panic button. • Designed for emergency and non-emergency situations. • 2 ways to activate panic button, task bar icon or use a two-key keyboard shortcut.	Approved the purchase of 911Cellular

	There will be discussion later to determine the 50 computers that will be designated the 911Celluar panic button. Brandy Howard will be working on a communication campaign during class registration for students to download the 911shield app. College Council discussed the 911Cellular system. The vote was called to approve the purchase of 911Cellular: Management - Aye Classified – Aye Students – not present Faculty – Aye The motion passed.	
6. Approval of 2017-2018 Strong Workforce Plan	Kelly Schelin presented the strong workforce 2017-18 plan (round 2) to College Council for approval. Before going over the round 2 investment strategy (strong workforce 2017-18 plan), there was an overview of the strong workforce to provide some background information to understand the intent and limitations of the funds. The committee learned about the program goals, funding breakdown, strong work force program metrics, round 2 allocations, types of grants, allowable uses of funds, and application and allocation process. The Strong Workforce Plan (round 2) investment strategy was a snap short of the CTE programs and supports for roll-over from round 1. However, it does not account for investments being made from Perkins. The goal is to touch all CTE programs and areas of the college that support CTE Students. College council discussed Strong Workforce Plan. The vote was called 2017-2018 Strong Workforce:	Approved 2017-18 Strong Workforce Plan

	Management - Aye Classified – Aye Faculty – Aye Students – not present The motion passed.	

Information/Discussion Items		
7. None	None	

Standing Committee Reports		
8. Budget Committee	Ken Sherwood provided the Budget Committee report: At the next Budget meeting the committee will be reviewing the budget augmentation applications. There have been conversations about changing the process. The start of 2018-19 fiscal year the committee will begin to formulate a new process.	No action items
9. Student Success Committee	Jason Berner provided the Student Success Committee report: The committee discussed the need for evaluation of college committees in terms of the structure and charge. Also, having committees conduct an annual self-evaluation to be forwarded to President's Cabinet (body tasked to review committee charges) for review will result in best practices. College Council explored ideas on how to address the task of reviewing college committee charge and structure to ensure that committees have actionable tasks, information is being properly distributed and that the committee schedules are properly aligned. Per Dr. Tsang, the first step is to have President's Cabinet continue to review the college committees and bring recommendations to College Council for review.	President's Cabinet to continue review of College Committees and bring recommendations to College Council for review

10. Operations Committee	Per Ken Sherwood the committee has not met; there is no report at this time.	No action items
11. Planning Committee	Jason Berner provided the Planning Committee report: Committee continues work on the validation reports.	No action items
Standing College Council Business		
12. Campus Construction Updates	No report at this time; Mariles Magalong is out of the office.	No action items
13. Measure E Update	No report at this time; Mariles Magalong is out of the office.	No action items
14. Marketing Update	Maryam Attai provided the following updates: Reminder that Comet Day is on April 26, 2018. The college has received 240 RSVPs. Comet Day was designed to be more personal experience for students: • Students will learn about tutoring and how to access library resources • Financial aid and EOPS workshops • Students will meet with counselors based on their major • Sign-up for Counseling 108 • Lunch workshops – African American Male Leadership, Safe Zone, Dreamers, etc. • Classroom observations • All student will leave with a welcome postcard containing a personal message from CCC staff, faculty and students CCC college community can participate on Comet Day by	To volunteer at Comet Day contact Maryam Attai

	welcoming the students to campus as they arrive that morning. Email Maryam Attai to participate.	
15. Constituency Group Updates	Management (Ken Sherwood): • Kelly Schelin presented on Guided Pathways • Ken Sherwood attended the CSSOs Spring Conference, where there was discussion about the proposed structure of new funding formula Classified (Ashley Carter): • Recognized Mojdeh for her work with CCC Classified and welcomed Dr. Tsang • Identified leads for guided pathways steering committee and the various workgroups • Planning to hold a large forum for administrators to speak with Classified • Tish Young talked about accreditation at the Classified meeting ASU No representative present to provide report Faculty (Beth Goehring): • Discussion about the block schedule not having a week designated for finals • Reviewing faculty resource page on website to make improvements • Identifying faculty to attend upcoming conferences	No action items
16. Announcements	No announcements	No action items
17. Next Meeting: Thursday, May 10, 2018		
18. Adjournment	The meeting was adjourned at 3:36pm.	