**CONTRA COSTA COLLEGE  
College Council Minutes**

**Date:** Thursday, February 21, 2019  
**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

Karl DeBro  
Mariles Magalong  
Dr. Katrina VanderWoude

Dennis Franco

Brandy Howard

Joel Nickelson-Shanks

**Classified:**

Lacey Brown, Padilla, Franco, Howard, Outreach Manager

**Faculty:**

Beth Goehring (Speaker)

Stephanie Austin

**Students:**

Rebeccca Hernandez

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| **Topic** | **Discussion** | **Action Items** |
| 1. Call to Order by Chair | The meeting was called to order at 2:13 p.m. (Rebecca Hernandez)  Present:  Guest: Student, Police Services Officer |  |
| **Presentations** | | |
| 1. Public Comment | None |  |
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| 1. Approval of Agenda | Mayra added Vision for Success & Student Equity and Achievement Program Timeline to Information/Discussion Items; Accreditation Update was tabled until 3/14/19 | Motion to approved, seconded! Approved w/ no abstentions. |
| 1. Approval of Minutes from 5/2018 | 1 Vote per constituency (Young) Review of voting by constituency.  Find charge before next meeting (min. of 1 week before meeting)—A special 15-minute College Council Meeting was scheduled on Thursday, December 13th from 4:00-4:15pm in Fireside Hall.  Dr. Mayra Padilla shared the timeline for the state mandated alignment of vision for success, guided pathways, student equity and achievement program. | Faculty motion to accept minutes! 1 Abstention |
| **Information/Discussion Items** | | |
| 5. Accreditation | PowerPoint Presentation by Tish Young and VP Susan Kincade of Accreditation Process with process every 6 years. Mid-term reports in the middle of this cycle. Longest report identified was 650+ Pages. Main focus would be including Significant Evidence in about 200+ pages.  Overview of Timeline that begins January 2019 through January 2021 for ACCJC to reaffirm accreditation status. | Steering committee will be meeting on 2/27/19 at 4 p.m. |
| 1. Elumen Implementation Update | Beth Goehring (w/ Tish Young) reported on Shells that are currently loaded and available. Communication will be held with CurricUNET and with a State Curriculum Database (COCI? Spelling). Elumen is an integrated system to include Curriculum, Program Review and SLOs that would be integrated into the Datatel/Colleague system.  Continuing to have curriculum submitted with the current process, until DO/CCC informs of transition. Reason for using Elumen: Beth announced that she hopes Elumen will be used District-wide. | Working on getting materials uploaded in spring and summer and hold training in the fall 2019. |
| 1. Status of Student Success Committee |  | Next meeting on First Thursday of March. Invitation will be going out next week. |
| 1. Vision for Success and Student Equity & Achievement Program Timeline | Mayra reported about Planning Committee, Guided Pathways Committee, Classified Senate Meeting. Upcoming meetings:  Everyone that has had funding to send reports due back by March 1, 2019.  Budget Assessment  April: Campus-wide even to get input  Ask for this timeline from Mayra  Tish would like to link work of Accreditation with Statewide Goals, Benchmarks and where we want to move forward. Desire to align goals together and integration of plans. | Mayra would like to Add Greg Stoup to March agenda  Apr 11—Request to have 1st read of Equity Plan  Ask Mayra for this timeline! |

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| **Standing Committee Reports** | | |
| 1. Budget Committee | Rebecca, Zachary (students present). Mariles updated report about previous budget committee. Committee has new students with a brief overview of the committee, operating budget augmentation, new Student-Centered Funding formula, Guided Pathways collaboration and integration. One request for approval to purchase a copier, however, representation prevented approval of this request and forwarded to next meeting. | Results from next meeting will be brought back to College Council’s next meeting. |
| 1. Student Success Committee |  | Tabled to 3/14/19 |
| 1. Operations Committee | Mariles reported to change meeting time to 9:30-10:30 a.m., every 2nd & 4th Monday  Bruce brought to agenda moving clothing donations to parking lot #6 for easier drop off!  Bruce & Brandy—bring stickers on campus? Ask Mariles for summary of report!  CCCSIG: District workers Comp rep provided information on Safety Training, Ergonomic Services. Will send out information to CC.  Keenan inspected campus on 2/19, will have report of findings at next CC Meeting.  Lt. Holt came to provide information (handout) on Campus Shield that is available as a downloaded app! Have people start using this app. |  |

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| 1. Planning Committee | Mayra and Beth reported! Reviewing charge about Strategic Planning, Accreditation, etc, researching what other colleges are doing with the same governance structures.  Program Review Validation: Annual Plans were due 2/15/19; On 3/1/19, Program Reviews are due; Validation Process has changed with members of validation team in 4 groups, meet about the program reviews; then evaluate.  New Process for Strategic Plan: 56 Strategic Objectives narrowed down to 10.  All constituencies helped to narrow the scope of strategies into our top goals. More conversation to come within the next 2 years.  Need more students in the planning committee. Meets 1st Friday, 12:30-2 p.m. |  |
| **Standing College Council Business** | | |
| 1. Accreditation |  | Tabled to 3/14/19 |
| 1. Campus Construction Updates | Mariles provided updates on Construction projects.  Preparation of foundation for new building. Work will start after completion of demolition.  PE/Kinesiology Project: Preparing swing space for the project.  Men’s/Women’s Locker Room—Staff move  Resurfacing of Tennis Courts, Basketball, Volleyball and Badminton Courts with warmer weather –sometime in April!  PAC, HVAC: upgrades with completion Late May?  Lot 9: 6 new electric charging stations will be installed in summer 2019!  Campus Safety Center is almost finished and no estimated date of completion! | Project completion dates?  New Science Bldg: FA20/SP21 |

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| 1. Marketing Update | Brandy Howard provided the following updates:   * Beginning work on Su/Fa Schedule and Catalog * Supporting marking for International Women’s Day * FAFSA/Graduation petitions due 3/1/19 (Online form available on InSite) * Awards Ceremony * Guided Pathways * Ask Brandy for list of updates. * Spring campaign w/ 2 handouts provided! | No action items |
| 1. Constituency Group Updates | Faculty (Beth):   * Request to change BP20.021 parking policy to increase parking pass required 24/7. * Academic Freedom Philosophy statement * OER grant—looking for more faculty to use free educational resources * New Late Add Process: review of process from fall 2018, with launching of system in spring 2019.   Management (Carsbia)   * New manager on campus, Joel, outreach * Tish excited to have new leadership in place to move forward: 2 new VPs of Academic Affairs and Student Services * Dr. VanderWoude reported on new Interim VPs, Interim Senior Executive Assistant, and 2 Senior Admin Assistants—More to come!   Follow-up question from Rebecca: One is reason for high turnover, or changes? More movement in CA Community Colleges and addressed reasons for change by Dr. VanderWoude.  Classified: No Report  Students: (Rebecca)-   * Survey Monkey providing on student availability for events and representation suggestions. * Changing areas of bylaws, working on an agreement * Confirmed Mr. Fab (former rapper) from Oakland that faced many adversities to talk to students. Inspirational, motivational speaker for March 28, 2019 at 4:30 -6 or 7 p.m. Flyer will come out soon. Moving to Fireside for Q&A, food and interaction with students * TedX Talk * SSCCC—in April (7th? * End of year awards ceremony in process * Working with VP Kincade for supporting athletes with ASU night! * Lots of exciting things | Not voted by Academic Senate, DGC Students, Management and Faculty (8 from each constituency group) District-wide |
| 1. Announcements | None |  |
| 1. Next Meeting: Thursday, March 14, 2019 | | |
| 1. Adjournment | Meeting adjourned at 3:35 p.m. |  |