

**CONTRA COSTA COLLEGE
College Council Meeting Minutes**

Date: Thursday, April 16 2020

Time: 2:00–4:00 p.m.

Location: ZOOM

Present: Brandy Gibson (Chair), Mayra Padilla, Evan Decker (Management Speaker), Michael Simpson (Classified Speaker), James Eyestone, Mariles Magalong, Stephanie Austin, Mark Wong, Alfredo Angulo (Student Speaker), William Tandongfor, Vanna Gonzales, Nikki Ferguson, Dr. Damon A. Bell, Joy Brucelas (note taker)

Voting members (one vote per constituency group); all questions monitored in chat

TOPIC	OUTCOMES	ACTION ITEMS
Review of agenda	Motion to Approve (Evan), Seconded (Alfredo); Motion Passed by roll call, thumbs up	
Review of minutes: 2/13/20	Motion to Approve (Evan) , Seconded (Alfredo); Motion passed by roll call, thumbs up with no abstentions.	
Participatory Governance Model	Review of governance model in academic year by Brandy. The proposed plan of action was reviewed addressing two areas of concern: Immediate Action and Long-term, with a Mock-up of proposed participatory governance by Katie. Mayra presented a proposal recommending that we obtain an external consultant to clarify the different roles of each constituency group, the scope of each committee in our governance structure, and how this information is shared on a long-term plan. Breakout rooms were setup with the different constituency groups for brief Meet-n-Confer sessions. Faculty, Management, Classified and Students are in support with this proposal. Evan made a Motion to Approve the schedule for reviewing the handbook and our participatory governance structure in 2020-2021; Seconded by Kelly Ramos. Motion passed.	Michael Simpson asked that Kelly Ramos continue as Classified Speaker for the meeting.

<p>Caring Campus Initiative</p>	<p>Dr. Bell reported that we were scheduled to have the work on campus but it was postponed. A guide is available online in-lieu of a visit. Brandy will send out this introductory orientation to the group that have volunteered to participate in this initiative</p>	
<p>Handbook Updates</p>	<p><u>Facilities and Properties Naming Guidelines, C3018:</u> Operations Committee is recommending to refer to the Board and Administrative Procedure Policy in our college procedures. Three buildings need to be named: the New Science Building and 2 buildings being renovated in PE/Athletics (Men’s and Women’s locker rooms). A list of suggested names for each building was shared with the committee. Motion to Approve the Building Naming Procedure (Kelly); Seconded (Evan); Motion passed.</p> <p><u>Building Naming List:</u> Men’s Locker Room names reviewed. Women’s Locker Room names reviewed. New Science Building names reviewed. After discussion, College Council recommended a short list of names to be voted by the college community and back to College Council for a final recommendation. Kelly made a Motion to Limit Choices of the Men’s Locker Room Building to two options; Seconded (Evan); Motion passed. Motion to Eliminate names starting with “Training”, leaving 4 options (Kelly); Seconded (Evan); Motion passed. Motion to Approve list of names for the science building center excellence complex; Seconded (Kelly); Motion passed. Mariles will send this list out for a final vote from the campus.</p> <p><u>History and Demographics:</u> The History and Organizational Structure was reviewed by Operations and recommendations were made with tracking changes. Motion to Approve Removing History and Demographics from the handbook (Evan); Seconded (Kelly); Motion passed.</p> <p><u>SLO/AUO Charge:</u> The draft was reviewed by Operations Council, approved by Academic Senate and forwarded to College Council for approval. Motion to Approve SLO/AUO Committee Charge update (Kelly); Seconded (Evan); Motion passed.</p>	

Additional May Meeting	For Strategic Plan and Accreditation, Mayra is proposing an additional meeting on May 21, 2020 to have a 2 nd and Final Read of the Strategic Plan and ISER, and vote for approval. Move to Approve adding additional meeting in May (Evan); Seconded (Kelly); Motion passed.	
Budget Committee Report	Mariles reported that the committee will meet next week to finish scoring and ranking applications for operating fund augmentations, as well as, instructional equipment funds. Recommendations who will get funded will be forwarded to the Planning Committee in May; then to College Council for approval in May.	
Operations Committee Report	Mariles reported the committee is busy making updates to the college procedures handbook and during the summer, Jason will continue working on changes. Operations did not meet in April, due to lack of agenda items.	
Planning Committee Report	Katie reported that the planning committee is working on putting together a draft strategic plan, with the consultant and a team meeting weekly. April 24, 2020 is the last college community meeting to see and discuss the plan, before getting approved by College Council.	
Student Success Committee Report	Rod reported the first meeting will be on May 7, 2-4 p.m. He is still looking to have a classified and faculty voting members identified. Let Rod know of suggestions. He reported on phone banking, identify why and how students are dropping during COVID-19. Katie announced that it was also decided to have a permanent student co-chair identified with a rotation of the other constituency group as a co-chair on a yearly basis.	Brandy will work with the Classified Senate meeting on identifying some additional names to participate in the committee. She will provide a list to Rod.
Update on Response to COVID-19	Dr. Bell is planning on scheduling an Elephant in-the-room conversation on updates with COVID-19, what the District plans are, updates from the Chancellor's Office; focusing on our strategic plan. Budget Process will be covered, as well as, Guided Pathways. Updates on hiring, the accreditation visit, and other topics. This will	

	be open for feedback from across the campus.	
Accreditation Update and Strategic Plan	<p>Mayra requested to merge Accreditation and Strategic Planning as one topic.</p> <p>Motion to Approve the joining of the Strategic Planning and Accreditation to be presented as one (Evan); Seconded (Kelly); Motion passed.</p> <p>The survey on goals and action items were sent out on 4/13/20 for feedback; Senates will be meeting on 4/20; Virtual Forum is on 4/24; 5/14 and 5/21 for final read for approval and going to board in June.</p> <p>The planning committee will begin looking at an implementation plan after the virtual forum; shared with the senates, and back to College Council for the first and second read in May for final approval.</p> <p>Shout-out to Dean Berner who has been doing copy/editing on the document.</p> <p>In July, we will begin to prepare for our virtual site visit from October 5-8, 2020.</p>	
Construction Update	<p>Mariles reported that the Governing Board adopted a resolution identifying our construction projects as “essential”.</p> <p>Construction continues during COVID-19.</p>	
eLumen Update	<p>No report from Katie, she hasn’t attended recent meetings; For SLO module, Brandy has reported the SLO Module will be tested over the summer.</p>	
Guided Pathways	<p>Evan reported the steering committee has met with progress on Enrollment Services and in Feb, a group attended an IEPI Workshop focused on Career focused pathways; gearing up for upcoming All College Day in the fall with a Guided Pathways focus. Continuing to look for a faculty co-chair. Advocate for any faculty that can participate. Katie announced there will be a job announcement coming up with some release time.</p>	

Reports from Constituency Groups	<p><u>Associated Students:</u> Alfredo reported of being more active in social media. Elections are complete: Ricardo Sanchez (President), results were emailed. Working with Student Life and keeping their presence active.</p> <p><u>Management:</u> Evan reported management has met, focusing on supporting faculty, staff and students ensuring everyone has support they need. Special recognition to James and his team providing support for the campus. Phone banking report, monitoring status of our budget, and continued conversations.</p> <p><u>Faculty:</u> Katie reported Academic Senate on 4/6; planning an all faculty senate on May 4th, celebrating faculty participation and advocating for 10+1. Report sent to Brandy and Joy to include in minutes. (See attached handouts).</p> <p><u>Classified:</u> Michael reported the next meeting is on May 20; discussing JobLinks (postponed); Nominations will open soon for elections.</p>	Follow-up question: anna requested if we are we keeping data about which courses are going and what classes are not? Katie will follow-up with the Instruction Office (Dean Jason Berner).
Announcements	None	
Next Meeting	May 14, 2020, 2:00-4:00 p.m.	
Adjournment	Meeting adjourned at 3:58 p.m.	