

CONTRA COSTA COLLEGE
College Council Minutes

Date: Thursday, December 8, 2016

Time: 2 pm to 4 pm

Room: Fireside Hall, 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:

Maritza Guerrero (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	Beth Goehring called to meeting to order at 2:09 p.m. Present: Jason Berner, Mojdeh Mehdizadeh, Lorena Cortez, Seti Sidharta, Wayne Organ, Beth Goehring, Alissa Scanlin, Safi Ward-Davis, Alex Griffin, Atenas Gutierrez, and Michael Peterson (taking notes).	
Presentations		
2. Public Comment	None.	None.
Consent Agenda - Action Items		
3. Approval of Agenda	Faculty motioned for the approval of the agenda, followed by a second from Management. The agenda was unanimously approved.	
4. Approval of Minutes from 10/13/16	Faculty motioned for the approval of the minutes, followed by a second by the Students. The minutes were approved by a majority vote, with Lorena Cortez abstaining.	Michael Peterson to post approved minutes.
Action Items Removed from Consent Agenda / Non-consent Agenda – Action Items		
5. Equipment Allocation Request Rankings from Budget and Planning	Wayne Organ presented on the rankings done by the Budget and Planning committees for equipment requests in the amount of \$401,196.89	

	Management made a motion to approve the rankings, followed by a second from Classified Staff. The motion carried unanimously.	
Information/Discussion Items		
6. Morale Survey	<p>Mojdeh Mehdizadeh presented on the PwC employee morale and social climate survey. She reminded College Council that the survey was given to acquire baseline measurements on employee impressions of the college's environment.</p> <p>Top responses for areas needing improvement:</p> <ol style="list-style-type: none"> 1) Outdated/malfunctioning equipment 2) Broken/inefficient processes 3) Inadequate staffing. <p>After her presentation, she asked where opportunities might exist to use the survey to improve the college, and suggested that College Council direct each constituency group to examine the three issues above.</p> <p>A discussion regarding ways to overlay the recent CCSSE data with this survey. This would be done to the extent possible.</p> <p>After discussion, a process was developed by which to identify processes:</p> <ol style="list-style-type: none"> 1) Develop a survey on processes 2) All constituencies participate 3) Survey sent beginning the third week of the Spring semester (around Feb. 10, 2017) 4) Draft survey to be read/approved at the Feb. 9 College Council <p>They survey itself will ask some of the following questions:</p> <ol style="list-style-type: none"> 1) Name top three broken processes 2) Which constituency group are you in? 3) How long have you worked at CCC? 	<p>Michael to send out the PwC pdf and the morale survey spreadsheet to members of College Council.</p> <p>A survey requesting the top three processes for improvement will be drafted by Mojdeh.</p> <p>CCSSE and Morale Survey to be examined for common responses.</p>
7. SCUP Training	<p>Andrew Kuo presented on the Society for College and University Planning. He advocated that CCC participate in an upcoming training.</p> <p>Planning training would involve 10 CCC participants across the constituencies (3 representatives each)</p> <p>The date for the training is still TBD, but would be sometime in the Spring 2017 semester.</p>	<p>Each constituency group to send Michael 3 names each. Mojdeh to name additional person.</p>

Standing Committee Reports

8. Budget Committee	Beth Goehring reported that the Budget committee worked with the Planning Committee on the equipment allocation process. She indicated that there was \$27K leftover from available funds. This would be placed in an “emergency” equipment fund.	
9. Student Success Committee	<p>Alissa Scanlin reported on the recent items from the Student Success committee:</p> <ol style="list-style-type: none"> 1) A subcommittee was formed to create a reporting template for current and future projects 2) Establishing a process for decision making around these projects 3) Developing capacity for projects to collect the data and to report in that template format 4) Discussion about sending a campus-wide announcement calling for potential projects/ideas for Student Success 5) Implementing budget planning for Student Services 	
10. Operations Committee	<p>Beth Goehring reported that Operations had worked on:</p> <ol style="list-style-type: none"> 1) A 5-year scheduled maintenance plan 2) Questions re: surveillance signs are still outstanding – next steps forthcoming. 3) Joel Nickelson-Shanks continues work with Brandy Howard re: banners/advertising policy on campus 	
11. Planning Committee	<p>Beth Goehring reported on the Planning Committee:</p> <ol style="list-style-type: none"> 1) Examined the WEPR form and developed questions that would be asked by the Validation subcommittees in evaluating responses from the self-study data 2) Searching for a new day/meeting time to allow for greater participation of committee members 	

Standing College Council Business

12. Campus Construction Updates	Mojdeh reported that the college is still experiencing HVAC issues in all three new buildings.	
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13. Measure E Update	<p>Mojdeh reported on Measure E:</p> <ol style="list-style-type: none"> 1) User groups are meeting re: PE/Athletic remodel designs 2) Science building architect is still being sought 3) Projects need to move quickly given the escalating costs of construction 	
14. Marketing Update	<p>Mojdeh reported on Marketing:</p> <ol style="list-style-type: none"> 1) “CCC After Dark” was successful and allowed many students to sign up for services for the spring semester 2) The success of the event paves the way for future evening programming 	
15. Constituency Group Updates	<p><u>Students (Safi-Ward Davis):</u></p> <ul style="list-style-type: none"> -Welcome week being planned -\$400 raised to open the food pantry on campus -Students hosted an LGBT support event on 12/8 -Co-sponsoring the Bay Area Rescue Mission Toy Drive -Gaming Guild held widely-attended event -Karaoke event hosted on 12/8 -Free printing for coursework available at ASU -“Dinners with Faculty” events being planned for next semester <p><u>Management (Jason Berner):</u></p> <ul style="list-style-type: none"> -Incident Command Structure posts were populated with managers being assigned to areas. Online Keenan training is being completed by the managers -Evan Decker presented on the Workforce and Economic Development department. <p><u>Classified (Lorena Cortez):</u></p> <ul style="list-style-type: none"> -Next meeting on December 9th -Seeking laptop for notes to be taken on during meetings -Holiday retreat planned for Dec. 15th <p><u>Academic Senate (Beth Goehring):</u></p> <ul style="list-style-type: none"> -Mayra Padilla working on how to better strategically spend equity dollars -Zoom Conference on faculty’s schedules -Discussing whether the SP grade be extended to non-credit classes 	

	<ul style="list-style-type: none"> -Coding Alignment project, a statewide project to bring our top/unit codes in alignment with State guidelines -GE Requirements to be voted on Dec. 12 -Sanctuary College status – requesting that the District look into what it might mean for CCC. 	
16. Announcements	<p>Mojdeh:</p> <ol style="list-style-type: none"> 1. 2 new categorical and grant-funded dean positions at CCC will be recruited for immediately: <ol style="list-style-type: none"> a. Dean of Institutional Effectiveness and Equity b. Dean of Workforce and Economic Development 	
17. Next Meeting: Feb. 9, 2017		
18. Adjournment	Students motioned to adjourn the meeting, followed by a second from the Faculty. The meeting was adjourned with a unanimous vote.	