

Contra Costa College
2600 Mission Bell Drive
San Pablo, CA 94806

COLLEGE COUNCIL MINUTES
September 10, 2008
3:00 p.m., AA-145 - Applied Arts Building

Present: Classified: Alma Cardenas, John Christensen, Mercy Pono, Teresina Steffes
Faculty: Richard Akers (Chair), Lee Brellie, Leverett Smith, Wendy Williams
Management: Mariles Magalong, McKinley Williams
Students: Jeanelle Hope, LaTanya Mosley, Yibo Sun
Absent: Vern Cromartie, Joyce Edwards, Helen Kalkstein, Carol Maga
Guests: Linda Cherry, Tim Clow, Donna Floyd, Michele Jackson, Bruce King, Priscilla Leadon

1. **Call to Order** - The meeting was called to order by Chair, Richard Akers at 3:05 p.m.

The new students introduced themselves. The Council welcomed the students.

CONSENT AGENDA - ACTION ITEMS

2. **Approval of Agenda** - The agenda was approved.
3. **Approval of Minutes from May 20, 2008** - Linda said the alumni recognition for the 60th anniversary celebration is not being pursued after subsequent discussions. Mercy said the alumni recognition was discussed by constituent groups and approved. Minutes were approved.

ACTION ITEMS REMOVED FROM CONSENT AGENDA

NONCONSENT AGENDA - ACTION ITEMS

4. **Enrollment Management Plan - Second Read** - Linda said she thinks there has been some updating to this document since May. A constituency vote was taken: Management: yes; Students: yes; Faculty: yes; Classified: yes
5. **Permanent Campus Memorial for Martin Padilla - First Read** - There was discussion about College Policy C3018 - Facilities and Properties Naming Guidelines. This item was placed on the agenda in response to the recent death of Martin Padilla. There was a lot of discussion on this item. Concerns were expressed about the current policy and the requirement for a two-year wait period after an employee's death. The College Council must approve naming a building after an employee. The policy may need to be changed before the Council can take action. It was decided that Richard Akers and Lee Brellie will work on revising the current policy and bring it back to the next College Council meeting.

INFORMATION/DISCUSSION

6. **CCCCD's 60th Anniversary Celebration** - Linda said the district's celebration is scheduled for December 4th. Michele said they are preparing some history boards that will chronicle the district from 1949 to 1979 and those boards will be placed in public libraries in the different regions of the county. The district will have their own 60th anniversary website that will be linked to all of the college websites including the district's website. They are planning a large employee event of a barbeque and carnival as well as preparing resolutions for the Board of Supervisors. They are also proposing to hold a fundraising gala. A reception is scheduled for December 4th. Food for that reception will be provided by our culinary program. This event has a prescribed invitation list and will be held at the Pleasant Hill community center. They are targeting anyone involved in the initiation of the district in 1948. CCC will plan our celebration in 2009 since our classes

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started in Fall 2009. There is a district van that has a 60th anniversary ad on it which can be seen as it travels from college to college delivering mail.

7. **College Hour** - Jeanelle said the students proposed this idea last year and the students discussed this in their last ASU meeting. They are in favor of students having one hour every day where students can get together but they wanted to know how other constituencies felt about this. There was discussion about the frequency of a college hour and the difficulty for the science and math departments in scheduling their labs. Previously when we tried a college hour, there were still a few classes scheduled during the college hour. It was suggested the scheduling office should just not schedule during that designated hour. Richard asked that this issue be brought back to the constituencies and then brought back to College Council next month. Richard said a college hour could be a mandatory time when faculty meetings could be scheduled. Tim said he could put a survey together. Mack said we surveyed this issue a few years ago. The President's Office will look for the survey results from years ago. Richard said we will continue this discussion at next month's meeting.
8. **Remodel and Other Measure A Activities** - Mack spoke in Carol's absence. We have torn out our football field and will replace it and a new track. We have selected our architect for our new Liberal Arts replacement (classroom building). That building will be built in the current site of the Humanities Building. We will be looking for an architect to complete a remodel on the Music Building. We are looking at the Biology HVAC problems. Short-term solutions are too costly so we are trying to come up with something that will be an investment of dollars. There are still a few things in the SSC building that need closure such as security. Mercy asked about the A & R office in the SSC building. There was some discussion prior to the SSC being built, regarding a window where students would not have access to employees. Mack said the security issues they are looking at include cameras and panic buttons being installed. A & R and the Cashier will have panic buttons. Mercy asked about the Financial Aid and EOPS offices having panic buttons as well. Mack will get back to her on that suggestion. (Mack did check on the status of the security measures in the SSC. The contractor has been identified and plans are to place panic buttons in A&R, Counseling and the Cashier. There will also be a remote one so that a manager walking around may activate it. The Cashier has also provided input on what needs to be done to improve the security in that area. These suggestions will be implemented. And, there will be cameras installed in the building to scan the lobby and the other waiting areas. The work has not started yet, but should begin in a couple of weeks.) Richard said at Laney they had a red pole for fire and blue pole for police. They were quite effective when used. Wendy asked about the football field replacement. Mack said it would be synthetic. Wendy said that synthetic fields radiate a lot more heat than natural turf which aid in global warming. Heat stroke for football players is another consideration when selecting synthetic turf. It is too late for any changes on this replacement.
9. **Reports from Constituency Groups** - Mack said managers had their management council meeting. Managers are focusing on becoming proficient on Datatel this year. Management will have a retreat on campus this Friday. The retreat was delayed from the summer.

Faculty – Lee said that she thought a lot about the ethical behavior statement from the Chancellor and thinks it is extremely important for our college to consider supporting this statement. Richard

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said the Code of Ethics will be discussed on September 15th at the Academic Senate meeting. Richard suspects it will be a dicey topic because there are two diverse sides on the issue— protect us or monitor us. Donna said she was on the board committee that was a constituency-based committee. It wasn't "us" against "them" or anything like that. It took a year to at least to submit the document to DGC. Helen indicated that this document will not automatically be approved. Lee asked the students if they have discussed the Code of Ethics. There is a Code of Conduct in the Student Handbook. Mack said employees are governed by the Education Code as to behaviors that may be cause for dismissal. Managers have a mission and values statement that include ethics. Whatever is agreed to will become our practice to live by as why it becomes a hot topic. Mack said management supports the chancellor and that we want to make clear our Code of Ethics.

Richard said he is trying to implement a teacher/mentor process. They will discuss nominations at their Academic Senate meeting on the 15th. They will try to grapple with a teacher/mentor process. Thankful to all constituencies who have forwarded their nominations. They have an extensive list. He will take information from the Senate and ask faculty to involve themselves.

Classified – Mercy said they met on Monday. They have a change in representation as they officially seated Betsy Hernandez-Dye. John Christensen had to step down from DGC and the Classified Senate Coordinating Council but Alma is stepping up in his place. Spa day will be discussed.

Jeanelle –said at their meeting they discussed Martin Padilla and planning events. Wednesday, September 17th is their first event --Bridging the Gap – Black Alliance for Just Immigration at 1:00 to 2:00 in the Fireside Room.

Linda said the Foundation Board of Directors met this morning and even though they did not have a lucrative golf tournament this past year they still agreed to give the same amount of \$750 scholarships for this year. They also agreed to replenish the support grant for \$100,000 for budget augmentation. Linda reminded everyone to thank the board members if you see them. Richard said we were able to bestow a Richmond High School Art student with a scholarship from the Foundation and that student is now at CCC. Linda said the Board also discussed using scholarship monies for other needs for students such as learning to make business calls.

Linda also said the Dreamkeepers check for emergency assistance did arrive. They are still waiting to get the application form finalized. We should be ready next week to launch this program. These funds are to respond to student emergencies to **keep them in school**. Criteria for first semester students includes transportation support or food support. Continuing student criteria also includes PGE assistance, childcare assistance or any other assistance that would help the student to stay in school and the need must be documented.

10. **Announcements** - None
11. **Next Meeting – October 15, 2008** to accommodate the accreditation team.
12. **Adjournment** – Richard adjourned the meeting at 4:32 p.m.

Respectfully submitted,

Melody Hanson, Senior Executive Assistant to the President