

CONTRA COSTA COLLEGE College Council Minutes

Date: Thursday, September 10, 2015

Time: 2 pm to 4 pm

Room: LA-100, Contra Costa College, 2600 Mission Bell Drive, San Pablo, CA 94806

<p>PRESENT: Ghada Al-Masri, Jason Berner, Karl Debro, Vicki Ferguson, Dennis Franco, Erika Greene, Jane Harmon, Bonnie Holt, Beth Goehring, Mariles Magalong, Mojdeh Mehdizadeh, Leticia Mendoza, Wayne Organ, Mayra Padilla, Michael Peterson, Gabriela Segade, Seti Sidharta, Nakari Syon, Safi Ward-Davis</p>		
AGENDA ITEM	DISCUSSION	ACTION ITEMS/FOLLOW-UP
1. Call to Order	Leticia Mendoza, College Council Chair, called the meeting to order.	No follow-up required.
2. Public Comments	There were no public comments offered.	No follow-up required.
3. Accreditation Follow-Up Report, For Approval	<p>Donna Floyd discussed the five recommendations given to the college by the ACCJC for our Follow-Up Report due in October. The report was reviewed by the CCCC Governing Board on 9/9/15, with final edits to be completed by the 10/7/15 meeting of the Governing Board.</p> <p>Mojdeh Mehdizadeh, Interim President, indicated that there are ongoing UF negotiations that reflect Recommendation 1.</p>	<p>Dr. Floyd to modify the report to reflect:</p> <ol style="list-style-type: none"> 1) The new meeting dates of the Governing Board (10/15/15 to 10/7/15) 2) New Academic Senate President for the signature line (Wayne Organ to Beth Goehring)
<p>MOTION: Departing from the discussion momentarily, there was a motion by Erika Greene to approve the agenda for today's meeting of the College Council, and a second motion was made by Jason Berner. The motion and the constituency groups voted unanimously to adopt the agenda.</p>		

<p><i>(Accreditation Report, Continued)</i></p>	<p>Returning to the discussion on Accreditation, Dr. Floyd presented Recommendation #2, dealing with Program Review and Validation process; Recommendation #3 dealing with institutionally-set standards, including data from Equity, Student Success, and Retention data sets.</p> <p>Wayne Organ suggested that these data sections ought to be placed within the Program Review online form.</p> <p>Dr. Floyd continued with Recommendation #4 dealing with Distance Education. She indicated that the College is continuing work during the Fall semester of 2015 to work on a plan for that subject. Currently, there are now 15 new classes and an online orientation.</p> <p>M. Mehdizadeh indicated that there was additional funding – 15 hrs per week up from 9 – for faculty training for the development of online courses.</p> <p>Dr. Floyd then continued with Recommendation #5 – Fiscal Sustainability – and the response was written by Mariles Magalong and Jonah Nicholas.</p>	
<p>4. Action Items Removed From Consent Agenda / Nonconsent Agenda – Action Items</p>	<p>None</p>	<p>No follow-up required.</p>
<p>5. New Buildings – Naming Opportunity</p>	<p>Mariles Magalong presented that there are 3 buildings and one road that have the</p>	<p>President’s Office to send out survey monkey the week of September 14th, 2015.</p>

	<p>opportunity to be named. She discussed the Board Policies which govern the parameters for the naming of new buildings and a local process by which the buildings might be named, in this order:</p> <ol style="list-style-type: none"> 1) President’s Office sends out survey monkey soliciting naming requests with naming guidelines: students, faculty, and staff. 2) Operations Council tabulates results and develops a short list of submissions 3) Another survey monkey is sent out to the college community: students, faculty, and staff to vote on the short list developed at Operations Council. 4) The results of the second Survey Monkey will determine the winning suggestions/entries, which will be announced by the President’s Office. <p>M. Magalong also discussed the projects covered by Measure E: Construction of new science and allied health facility, modernization of operations building, and modernization of PE/Athletic facilities. There will be a public forum on September 14 at 2:00 p.m. in LA-100 to learn more about Measure E</p>	
<p>6. Equity Plan – First Read</p>	<p>M. Padilla gave an update on where her committee is with the Equity Plan process. Despite being expected to start spending the money since this past July 2015, they must submit a plan to the state detailing how we will spend the money. The plan must include data</p>	<p>Michael to ask Mayra about the exact list of people who will meet to report on final list of stewards and filling in of action items spreadsheet.</p> <p>Reading of the Equity Plan as a first read to be done at the next College Council meeting in October.</p>

desegregated by ethnicity, gender, age, and special populations like veterans, foster youth, and DSPS on the six success indicators (access, course completion, basic skills completion in English, basic skills completion in math, basic skills completion in ESL, transfer, and degree completion). Based on this data they must select the indicators they will work on and the target populations that show a disproportionate impact that they will prioritize.

The plan must be approved at the student success committee, college council and then by the board. However, we did not receive the new template from the state stipulating the format in which the plan needed to be written until 8/28. Then district once they got the template could create the data we needed. They did a fabulous job of turning around the data in a little over a week (the committee received it on 9/8). Because so many colleges complained to the state chancellors office about the late start of this process, the state moved the deadline for the plan from Nov 23 to Dec 18th.

An Equity Task Force was created that is currently feverishly working on this plan. They will have a draft for College Council at the Oct meeting. *Members of the task force:*
Mayra Padilla, Equity Coordinator; Jason Berner, dean LA; Ghada Al-Masri,

	<p>dean NSAS; Dennis Franco, 3SP co-coordinator; Agustin Palacios, BSI coordinator; Sherry Sharufa, Per Ankh coordinator; Dionne Perez, EOPS coordinator; Terrill Mead, Math Dept Chair; Elvia Ornelas, English Dept Co-Chair; Gabriela Segade, ESL; Brandy Gibson, Tutoring Coordinator; Andrew Kuo, Professional development Chair; MaryKate Rossi, Counseling Assistant; Kelly Ramos, Retention Specialist; Tracy Nunley, Retention Specialist; Ashley Patterson, Retention Specialist</p> <p>Jane Harmon asked for clarification about the purpose of “equity”. Also spoke about the definition of what “completion” means.</p> <p>W. Organ spoke on how equity plan influenced the drafting of the Strategic Plan.</p>	
<p>7. Civility Campaign</p>	<p>Nakari Syon addressed the College Council to suggest that a “civility campaign” be instituted to address topics including but not limited to smoking on campus, spitting, proper electronics usage, appropriate language, and litter.</p> <p>Mr. Syon suggested a special t-shirt to be worn on certain days of the week by student leaders, faculty, and staff to raise awareness of the possible new campaign. Also suggested the website as a means of information.</p> <p>Mayra Padilla spoke of a concern regarding how to incentivize, not penalize,</p>	<p>Mr. Syon to work with Dr. Harmon to bring the topic to Operations Council and add it to their next agenda. Coordinate with Beth Goehring to work with the Academic Senate on the initiative.</p>

	<p>infractions against the possible civility campaign.</p> <p>Ghada Al-Masri spoke of the importance of this initiative and those like it as means of building community.</p>	
<p>8. Draft of 3SP Report</p>	<p>Dennis Franco reported:</p> <ul style="list-style-type: none"> • 77% of new students were impacted by the online orientation. He also reported on a Spanish-language translation that is in the works. • Additional counselor assistants being hired. <p>Assessments:</p> <ul style="list-style-type: none"> • In the area of Assessments, 87% of new incoming students were assessed in ESL, Math, or English • 42 new computers purchased for students to use when taking assessments. • There were 14 off-campus assessments site offerings at 9 local high schools. • Multiple Measure for Math and English – CCC developed and has been using multiple measures for math as well as for English. <p>Vicki Ferguson reported on:</p> <p>Counseling and Advising:</p> <ul style="list-style-type: none"> • Reported on data on education plans: comprehensive vs. abbreviated • Ellucian ed planning • Identifying at-risk students <p>Allocation:</p> <p>Vicki spoke about new hires, including the Dean of</p>	

	Enrollment Services, and the need to spend down categorical funding	
Committee Reports		
<p>MOTION: Beth Goehring made a motion to move this committee report to this spot on the agenda (it had been scheduled later on the agenda); Erika Green made the second motion and the constituency groups voted unanimously to move the Planning Committee report first.</p>		
9. Planning Committee Report	Wayne Organ reported on the last meeting of the Planning Committee, which assigned 27 stewards to the 57 college strategies A template for identifying personnel, resources, research, benchmarks, performance indicators, outcomes, timelines, actions and accomplishments has been created and distributed to each Steward.	Information – no follow-up required.
10. Budget Committee	<p>The college’s resource allocation process will be revised to include the review and approval of Scheduled Maintenance projects and IT projects by the Integration Council: Budget Committee, Planning Committee, Operations Council, and Student Success Committee.</p> <p>The District will receive over \$1.4M in 2015-2016 for new faculty hiring, and the college’s share of this is around \$300,000 to hire four new positions. In order to meet the District deadlines for this process, the college has adjusted its own Box 2A timelines. The deadline for submitting applications is Monday, September 28, 2015 (as set forth in the revised Annual Plan and Resource Allocation Process).</p>	Information – no follow-up required.

	The college will receive over \$380K in Instructional Equipment Funds for 2015-2016. In order to expedite the use of these funds, the same application process and timelines will be followed as for Box 2A above.	
11. Student Success Committee Report	Dr. Padilla referred to the discussion had for the Equity Report earlier on the agenda to suffice for the Student Success Committee Report.	Information – no follow-up required.
12. Operations Committee Report	Jane Harmon reported on Operations Committee’s engagement with the four vendors for the furnishing of the new buildings and the Sept. 28 th meeting from 9-11 in GA-40 to view the selections. The week of Sept. 28-Oct. 2, the vendors will have the spaces with their mock-ups for viewing by the four constituencies by appointment.	Information – no follow-up required.
Standing College Council Business.		
13. Campus Construction Updates	<p>Mariles Magalong reiterated information on the vendor selection during the week of Sept. 28-Oct. 2</p> <p>September 14th: Measure E public session with Ray Pyle from the District Office in LA-100.</p>	Information – no follow-up required.
14. Reports from Constituency Groups	<p><u>Classified (Erika Greene):</u></p> <ul style="list-style-type: none"> • Held first meeting of the year. • Award in honor of Kay Armendarez to created. • Evren Gurson made an online module to order food from the Three Seasons 	Information – no follow-up required.

	<ul style="list-style-type: none"> • Winter Retreat and spa/wellness day in prospect <p><u>Management Council (Jason Berner):</u></p> <ul style="list-style-type: none"> • Committee assignments made • Retreat planning committee is meeting 9/11/15. <p><u>Faculty (Beth Goehring):</u></p> <ul style="list-style-type: none"> • (+-) grading system being considered. • Security cameras / policies/procedures • Academic Senate reminded itself of the charge given to fulfill its duties • SLO Assessment in program review <p><u>Students (Safi Ward-Davis):</u></p> <ul style="list-style-type: none"> • 22 active clubs on campus; an additional club in prospect • 10/27 All Club Rush Day • AC Transit Clipper Cards to be used by students from Student Services • 501.org discount bus pass program for students: possibility of \$90 for a year pass 	
<p>15. Announcements</p>	<p>Vicki Ferguson: Constitution Day is 9/17, with tabling in the SSC Plaza from 11 AM - 1 PM.</p> <p>Mojdeh Mehdizadeh: Christine Pelosi will be on campus on 9/17 from 12:30 – 2:00 p.m. to speak on the Constitution.</p> <p>Safi Ward-Davis: Club Rush event on 10/27 for students to learn about and join different clubs on campus.</p>	<p>Information – no follow-up required.</p>

16. Next Meeting: Oct. 8		Information – no follow-up required.
17. Adjournment	Beth Goehring made a motion to adjourn the meeting, and a second motion was offered by Jason Berner. All four constituencies voted to adjourn the meeting.	Information – no follow-up required.