**CONTRA COSTA COLLEGE
College Council Minutes**

**Date:** Thursday, April 13, 2017
**Time:** 2 pm to 4 pm
**Room:** GE 225, Contra Costa College, 2600 Mission Bell Drive, San Pablo, CA 94806

**Management:**Jason Berner (Speaker)

Vicki Ferguson

Mayra Padilla
Mariles Magalong
Mojdeh Mehdizadeh

**Classified:**

Joel Nickelson-Shanks (Speaker)
Leticia Mendoza

Lorena Cortez

Kelly Ramos
Seti Sidharta

**Faculty:**

Wayne Organ (Speaker)

Beth Goehring, Chair
Rick Ramos
Alissa Scanlin

**Students:**

Safi Ward-Davis (Speaker)
Alex Griffin
Jose Arebalo
Atenas Gutierrez

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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.Present:Jason Berner, Vicki Ferguson, Mayra Padilla, Mariles Magalong, Mojdeh Mehdizadeh, Joel Nickelson-Shanks, Kelly Ramos, Wayne Organ, Beth Goehring, Rick Ramos, Alissa Scanlin, Safi Ward-Davis, Alex Griffin, Atenas Gutierrez, and Michael Peterson (taking notes).Guests included: Ghada Al-Masri, Karl Debro, Brandy Howard, and Lorenzo Morotti. |  |
| **Presentations** |
| 1. Public Comment
 | *None* |  |
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| 1. Approval of Agenda
 | Mojdeh Mehdizadeh asked that a motion be made to remove item #7 pending further review. Management made a motion to amend the agenda followed by a second by Faculty. The motion to amend the agenda was unanimously approved. |  |
| 1. Approval of Minutes from 3/9/17
 | Faculty made a motion to approve the minutes, followed by a second by Classified. The minutes were unanimously approved. |  |
| **Action Items Removed from Consent Agenda / Non-consent Agenda – Action Items** |
| 1. Mid-Term Accreditation Report Update
 | Wayne Organ presented the Midterm Report for ACCJC, noting the following areas:-Statement of Report Preparation-Data trend analysis for:* Institution-set standards
* SLO Assessment
* Job Placement Rate
* Annual Fiscal report

-Self-Identified Actionable Improvement Plan.Management made a motion to approve the report and send on to the Governing Board, followed by a second by Faculty. Following a role call vote, the report was unanimously approved. |  |
| **Information/Discussion Items** |
| 1. State-Mandated Metrics for Institutional Effectiveness
 | Greg Stoup, District Dean of Research and Planning, presented on Institutional Effectiveness indicators related to:1. Completion: College preparedness/unpreparedness
2. remedial rates for Math, English, and ESL,
3. transfer-level completion rates,
4. CTE rates
5. Successful course completion
6. Completion of Degrees
7. Completion of Certificates
8. Numbers of low-unit certificates
9. Transfer to 4-year institutions
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| 1. College Handbook and Procedure Manual: Updates to CommitteeCompositions
 | ***Tabled.*** | President’s Office will continue working on the project. |
| **Standing Committee Reports** |
| 1. Budget Committee
 | Mariles Magalong reported on the work of the Budget Committee:1. The annual Budget Forum at CCC was held on Wednesday, April 12, with Jonah Nicholas and Gene Huff.
2. The Budget Committee continues it work looking at the way the allocation process happens. It is working with the LA division as a test pilot reallocating funds within their division.
3. Considering a college contingency fund for emergencies for departments.
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| 1. Student Success Committee
 | Karl Debro reported that there were two meetings of the committee in MarchMayra Padilla reported on the progress made towards integrated planning for Equity/3SP, BSI, etc.Mayra also reported that there are roughly $12,000 in the equity fund for the rest of the fiscal year.Karl discussed how there was a conversation regarding communication about how to learn about funding on campus and how to gain access to funding. |  |
| 1. Operations Committee
 | Mariles Magalong reported on items from the Operations Committee:The committee discussed:1. AB 1995, which grants shower access to homeless students
2. Interfaith Meditation Room: the committee has initially found no space.
3. Automotive fence project has been approved, but the actual space that the fence will enclose is still being reviewed.
4. The committee is still in review of a bulletin board policy.
 | Mariles to do research to verify that an interfaith meditation room is not mandated by law. |
| 1. Planning Committee
 | Planning did not meet on 4/5 and has its next meeting scheduled on 4/14. |  |
| **Standing College Council Business** |
| 1. Campus Construction Updates
 | Mariles reported that the PAC building/landscaping was undergoing repairs following the car crash into the side of the building some weeks ago.  |  |
| 1. Measure E Update
 | Mariles reported:1. Science building architects have been interviewed.
2. PE building renovation plans progressing.
3. AA building FF&E being determined
4. Campus Safety Center will be faced in the same brick veneer as the New College Center
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| 1. Marketing Update
 | Brandy Howard reported on the College’s marketing updates:1. The new CCC website has gone live.
2. Writer has been hired for developing copy to populate department web areas.
3. New recruitment booklet sent to all high school seniors in our service area.
4. Ad to play at the Hilltop movie theatre for select times this spring and summer.
5. Summer schedule has been printed and is located at the Welcome Center.
6. Fall schedule will go to print next week.
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| 1. Constituency Group Updates
 | Management (Jason Berner):* Kelly Schelin presented on Workforce and Economic Development
* Staff Appreciation Day has been scheduled on May 17, 1 – 3 p.m.

Classified (Joel Nickelson-Shanks):* Encouraging greater classified participation in shared governance
* Met with Foundation Development Officer to discuss ways for fundraising for staff attendance at conferences/professional development
* May elections for Classified Senate.
* Job Links: June 1

ASU (Safi Ward-Davis)* Campaigns for ASU offices are underway; elections in May
	+ Student lounge will be the voting area.
* Graduation lunch being planned
* Finals are upcoming

Academic Senate (Beth Goehring):* Working on AA/AS District equivalencies
* New policies being reviewed for 1) animals, and, 2) tobacco usage on campus
* Lt. Holt asked to create a policy for students who remain in empty classrooms.
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| 1. Announcements
 | The following announcements were made:1. Fastathon, 4/20
2. Milkshakespeare Fundraiser, 4/20 (Jason)
3. Super Saturday, 4/22
4. Food and Wine, 4/23 (Mojdeh
5. Recent distinguished graduate nominations, due 4/21 (Vicki)
6. Student Research Symposium, 5/4
7. CCC Drama Production: Godspell: 4/27, 4/28, 4/29, 5/4, 5/5, 5/6
8. Gateway to College Prom, 5/12
9. Richmond Promise offices now located in the SAB
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| 1. Next Meeting: Wednesday, May 10, 2017
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| 1. Adjournment
 | Management made a motion to adjourn the meeting, followed by a second by Classified. The motion to adjourn was unanimously approved.The meeting was adjourned at 4:02 p.m. |  |