

CONTRA COSTA COLLEGE
College Council Minutes

Date: Thursday, October 10, 2019

Time: 2:00– 4:00 p.m.

Location: SAB 211

Present: Management: Mojdeh Mehdizadeh, Mariles Magalong, Brandy Howard, Mayra Padilla, Evan Decker (Speaker), Rod Santos, Joel Nickelson-Shanks, Sandra Moore

Classified: Brandy Gibson (Chair), Michael Simpson (Speaker)

Faculty: Katie Krolkowski, Nikki Ferguson (Speaker), Vanna Gonzales

Students: Preston Akubuo-Onwuemeka, Alfredo Angulo (Speaker)

Note-taker: Joy Brucelas

TOPIC	OUTCOMES	ACTION ITEMS
1. Call to Order by Chair	Meeting called to order by Brandy Gibson at 2:05 p.m.	
2. Public Comment	None	
3. Approval of Agenda	Motion to approve agenda and seconded.	The agenda was approved.
4. Review of Minutes from 5/9/19 (Special College Council Mtg)	Minutes were reviewed with clarification on statement made by Mayra. Recommend not using the terms ‘Quick Rubber Stamp’ and replace with efficient approval. Motion to approve the minutes by Evan (as amended), seconded by Alfredo. No abstentions. Amended minutes approved.	The revised minutes were approved.
5. Process for updating College Handbook	Copies of A1004-A1005, Governance and Decision-Making Process from College Procedures Handbook was distributed for review and discussion. College Council charged the Operations Council to come back with a process and timeline for updating the College Handbook.	Operations Council will make a presentation at the November College Council meeting of a recommended process and timeline for updating the College Handbook.
6. Current Composition & Charge of Council	Council reviewed charge, composition, and voting.	Council agreed to amend charge to include “Ensure annual assessment of college committee charges.”

7. Current Composition & Charge of “Big Four”	The College Council is charging the Big 4 Committees to review and update their charge and bring revisions to College Council for approval.	Updated Charge document from BIG 4 Committees will be brought to College Council for review/approval.
8. IEPI Update	Mojdeh summarized IEPI 1 which emphasized Enrollment Management, Research Dashboard, and Morale. Funds used to implement the best practices has approximately 80K to address Morale, the one area that remains outstanding. A budget extension was filed to provide time for new college leadership to be on-board in order to assess and address this issue. The extension is through 6/30/2020. Last spring, Dr. VanderWoude sent a 2 nd IEPI proposal with added funding. IEPI 2 is currently on hold.	N/A
9. Budget Committee Report	Mariles reported that the committee has not yet met this semester.	
10. Operations Committee Report	Mariles reported that the committee will discuss the committee charge and composition at next meeting. Police Services and other departments developed a classroom emergency poster that has been printed, laminated, and installed in the classrooms. Signs at entrances of the college are in progress. They will be working with the Marketing department and will report by next meeting regarding installation of signs. Campus Shield report notification system will be piloted by a small group and brought back for further conversation at Operations Committee.	
11. Planning Committee Report	Katie summarized changes on committee charge with College Council which includes validating program reviews and with 4 members of each constituency group.	Changes to structure and charge will be brought forward for future approval of College Council after review and approval by Operations Committee.

12. Accreditation Report	Mayra reported that a first draft will be added to College Council in December. A technical writer is being sought to edit and compile the report.	
13. Construction Update	Tabled	
14. Marketing Update	Brandy provided an update on the Spring 2020 campaign.	
15. eLumen Update	In the next few weeks, all courses and programs will be uploaded to our test site. The team is recommending an April 1, 2020 live date to provide ample time and opportunity to provide training in February-March 2020.	Full timeline will be presented to the next College Council meeting. Mojdeh will send a copy of eLumen report to College Council.
16. Reports from Constituency Groups	<p><u>Academic Senate</u>: Katie reported on resolution of hiring of president; set a goal for effective timely communication and leadership development and succession planning. November 12 is District Plenary Session.</p> <p><u>Associated Student Report</u>: Preston reported that Club Rush was successful. They are looking to get the Student Success Committee started up. On October 16, ASU is hosting a movie night to see "Harriet".</p> <p><u>Management Council</u>: Rod provided report regarding the recent Free speech incident on campus. He commended the campus and shared that Management Council is interested in reviewing our current Free Speech policies and possibly developing a team to assess way to support our students by creating an anti-protest climate. Rod will be meeting with representatives from UC Berkeley to learn about their work and bring back suggestions that may be relevant to Contra Costa College.</p> <p><u>Classified Senate</u>: Their last meeting had no quorum and was an information meeting</p>	
17. Announcements	None	

18. Next meeting	11/14/19, 2-4 p.m., GE-110	
19. Adjournment	Meeting adjourned at 4:32 p.m.	