

CONTRA COSTA COLLEGE
College Council Meeting Minutes

Date: Thursday, May 14, 2020

Time: 2:00–4:00 p.m.

Location: ZOOM

Present: Classified: Brandy Gibson (Chair), Michael Simpson, Kelly Ramos (Classified Speaker), Brian Williams, Demetria Lawrence, Zaira Sanchez, Vanessa Mercado

Management: Mayra Padilla, Evan Decker (Management Speaker), James Eyestone, Mariles Magalong, William Tandongfor, Dr. Damon A. Bell, Dennis Franco, George Mills, Jason Berner, Larry Womack, Sandra Moore

Faculty: Katie Krolkowski, Stephanie Austin (Faculty Speaker), Mark Wong, Vanna Gonzales, Nikki Ferguson, Nader Sharkes, Mark Wong,

Student: Alfredo Angulo (No Student Speaker)

Note taker: Joy Brucelas

Voting members (one vote per constituency group); all questions monitored in chat

TOPIC	OUTCOMES	ACTION ITEMS
Approval of agenda	Meeting called to order at 2:04 p.m. Motion to Approve (Michael?), Seconded (Kelly); Motion Passed by roll call, thumbs up	
Approval of Minutes from 4/16/20 Special Meeting	Motion to Approve (Evan) with spelling revision ‘one word’, Seconded (Michael); Motion passed by roll call, thumbs up with no abstentions.	
Approval of Building Names	Mariles is not available. Brandy shared voting results. Locker Room Building, Athletic Training & Kinesiology Building, and Science Center. Motion to Approve Building Names as recommended by campus community (Evan); Seconded (Kelly); Motion passed	
Funding Recommendations from Budget Committee	Final Approval List of Instructional Equipment and Operating Funds 2020 reviewed. Motion to Accept the recommendations from the Budget Committee (Evan); Seconded (Kelly) w/ 1 Abstention (George)	
Budget Committee Report	No report other than Funding Recommendations from Budget Committee.	
Operations Committee Report	On behalf of Mariles, James reported on the Operations Committee the following: <ul style="list-style-type: none"> • Reviewed emergency procedures flip book and will be producing a finalized document during the summer. • Discussion of social distancing on campus and in classrooms/labs—committee reviewed a draft document with feedback from faculty (Katie) and Brian Williams 	

	<ul style="list-style-type: none"> • Talking about training with social distancing • Discussing sanitation procedures for classrooms. • How to stagger offices and staff to maintain social distances. Early phase but no decisions made. • Next meeting being voted before the summer (Memorial Day weekend). • Katie shared that Darlene Poe passed away. Joy added that she would be sending out an email after receiving notification from family. 	
Planning Committee Report	Next meeting is Friday, 5/22/20 at 12:30 p.m. Planning Committee Retreat upcoming. Planning Committee approved the schedule of program reviews in the next 5-years.	
Student Success Committee Report	Rod reported that last meeting was held on Thursday with new chairs and new structure. Rod is working with 2 students, Jennifer Aguilar and Leslie Noriega, formulating an agenda. Continuation of topics: how to help proof Zoom-bombing, sending out District and campus resources via email to campus. This was in response to a Zoom bombing of a Student Town Hall meeting. 2 nd Topic was addressing COVID with a presentation by Dr. Vanessa Mercado. Sara Marcellino shared about resources for safe internet. Committee decided to meet monthly during the summer. Rod will also meeting separately with 6 students that have attended the meeting.	
Strategic Planning ISER	<p>Mayra presented the Draft ISER document and provided an overview of minor edits needed in the Plan Introduction section thinking about the implementation process. Some of the highlights and changes were described in the goals and action areas of the plan.</p> <p>Mayra thanked the campus community (faculty, classified and management) for their contribution and work in putting together the ISER for the 1st Read to College Council. Overview of Summary and Areas of Improvements for each Standard:</p> <ul style="list-style-type: none"> • Standard IV (George) • Standard III (James and Mayra, on behalf of Mariles; Monica Rodriguez) Moving forward in looking for request for proposals for updating the facilities master plan that was extended through 2022. • Standard IIA (Jason) • Standard IIB & IIC (Monica, Dennis)—Shout out to Michael Simpson for converting all forms to Dynamic Forms on A&R website 	<p>Any last-minute edits, let Mayra and Jason Cifra know directly or provide input to strategic plan by Monday at 10 a.m. for final copy/editing by Christina.</p> <p>At the 1st meeting of fall, we will follow-up with implementation.</p> <p>Dennis can work with Larry Womack on developing a centralized location to house dynamic forms as requested by Vanna.</p> <p>Mayra sent an updated ISER Draft with changes to QFE to Joy and requested that she send it out to CC Committee.</p>

	<p>with a link to A&R forms. Each department have a page relevant to their forms. Not all departments have updated their forms.</p> <p>Mayra requested to Chair, Brandy G. to continue with presentation.</p> <ul style="list-style-type: none"> • Standard IA, IB, IC (Mayra) • Overview of Quality Focus Essay (Mayra, Vanessa) 	
COVID-19 Update	<p>Dr. Bell provided an update. In terms of enrollment, we will end SP20 down by 2.3% and summer is down by 35%.</p> <p>May revise came out today with the following hits:</p> <ul style="list-style-type: none"> • SEAP budget down by \$69M across state • Strong Workforce down by \$136M • Part-time faculty and Statewide Academic Senate down by \$7.3M • Calbright Colleges-down by \$3M • Good thing: Have agreed to extend Hold Harmless for 2 more years <p>Need to work closely together to resolve many concerns in the next 1-2 years. Summer ONLINE, Fall Registration starts on the 18th and Priority Registration. Classes are in online and/or hybrid format.</p> <p>Dennis followed up:</p> <ul style="list-style-type: none"> • SEAP budget—will have a sizeable carryover amount from this year; pre-additional stimulus funds and may change in August 	
Accreditation Update	Included in Strategic Planning/ISER presentation.	
Construction Update	<p>Ines & Tracey provided presentation on GE Building Cooling issues. Last report was in December. Recap of work since last report, update, Status of Action Items identified, and Next Steps described in update.</p> <p>Bruce reports that there have been no problems the last 2 months and Tracey reported that all issues have been fixed, with all work to be completed by end of May.</p> <p>What systems are in place to communicate with faculty? Ines worked with the College and communicated with campus through campus update messages from the President.</p> <p>Brandy thanked Ines and team to speak to CC. Facilities update and report by James on PE/K Facility Remodel and Science Building.</p>	
eLumen Update	No report.	

Strategic Plan	Included in Strategic Planning/ISER presentation.	
Guided Pathways	Evan provided report in Chat. Faculty on board in work groups. All College Day 2020 planning will be happening.	
Reports from Constituency Groups	<p><u>Associated Students</u>: Alfredo reported they are organizing a Canvas Page on Student Life. ASU will have a page within Student Life.</p> <p><u>Management</u>: No report.</p> <p><u>Faculty</u>: Katie reported from May 4th meeting for all faculty re: committee appointments, release time for next semester, reviewed goals. 2 Action items: adopted resolution supporting all part-time faculty AND meeting on Monday, May 18th.</p> <p><u>Classified</u>: Brandy reported Elections have started and ballots will go out on Monday. New reps in June.</p>	Follow-up question: anna requested if we are we keeping data about which courses are going and what classes are not? Katie will follow-up with the Instruction Office (Dean Jason Berner).
Announcements	Brandy reminded the special meeting next week to approve the ISER and Strategic Plan.	
Next Meeting	May 21, 2020, 2:00-4:00 p.m. (Special Meeting)	
Adjournment	Meeting adjourned at 4:31 p.m.	