

CONTRA COSTA COLLEGE
College Council Meeting Minutes (Approved on 5/13/21)

Date: Thursday, April 8, 2021

Time: 2:00–4:00 p.m.

Location: ZOOM

Present:

Classified: Brandy Gibson, Hector Moncada, Jennifer Reynoso-Pingarron, Kelly Ramos
 Michael Simpson (Speaker)

Faculty: Katie Krolkowski (chair), Jon Celesia, Marisol Catu, Sarah Boland, Stephanie Austin,
 Nikki Ferguson (Speaker)

Management: Damon A. Bell, Dennis Franco, Evan Decker (Speaker), Jason Berner, Kimberly
 Rogers, Larry Womack, Mayra Padilla, Rene’ Sporer, Rod Santos, William Tandongfor

Student: Blanca Castillo (Speaker), Ricardo Sanchez , Stephanie Figueroa

Note Taker: Joy Brucelas

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

TOPIC	OUTCOMES	ACTION ITEMS
I. Call to Order	Meeting called to order at 2:02 p.m. Speakers identified: Classified (Michael Simpson), Faculty (Nikki Ferguson), Management (Evan Decker), Student (Blanca Castillo)	
II. Public Comment	Dr. Rogers announced the District is doing assessments and CCC is scheduled for assessments the end of April/early May; in the end there will be a Town Hall meeting; Maritez talked about having an Adhoc workgroup and have it included and adopted by College Council; Dr. Bell announced and welcomed Jason Cifra, Interim VPSS to the first College Council meeting	
III. Approval of agenda	Response to questions about Future Agenda Items on the agenda. The topic is more of a parking lot for future agenda topics. Motion to Approve (Evan); Seconded (Michael)	
IV. Approval of Minutes from 3/11/21	Motion to Approve (Evan), Seconded (Stephanie)	
V. Recommend Approval of HEERF Budget Decisions	Jason presented from Budget Committee the following HEERF applications:	

	<p>* DE committee submitted an application for the Online Teaching Conference for \$7,500 for 50 faculty to attend the online conference in June. If there are more than 50, the Budget Committee has provisionally approved to support additional funding. Recommendation to forward this application to the Executive Team to consider for final approval.</p> <p>*Open Educational Resources program for \$237,000.00</p> <p>Motion to approve the recommendation to forward applications to the Executive Team (Evan), Second (Michael)</p>	
VI. IEPI II Presentation	<p>Mayra reported the status of RFP. No responses were submitted, the budget is low and moved forward to Executive Team. She will be making edits to the RFP next week to receive proposals back for the May meeting.</p>	
VII. Guided Pathways	<p>Guided Pathways presentation by Evan. The spring forum is upcoming on 4/14/21 with calendar invitations sent. Encouraged everyone to attend and register on @GROW.</p>	
VIII. Response of Recommendations to the President	<p>Beginning Monday, 4/12/21, all VPs will be onboard, with the new VPBAS starting. The Executive Team approved 2 requests for HEERF funding (\$6,500.00 + \$3,000); next requests from today will be forwarded to ET at the next meeting on 4/14/21. Deans and VPs can approve requests up to \$3K.</p>	
IX. Committee Roster Update	<p>Katie provided an overview and demonstration with the committee the new form that was sent to all committee chairs for the upcoming 2021-2022 academic year. Some committees use “Charge” versus “Purpose”. The responses to the form will be shared at the next College Council meeting.</p>	
X. 3-year Enrollment Recovery plan update	<p>Dr. Bell reported that the committee will be reviewing for presentations for the work. There are 9 different companies that submitted an RFP for consideration and will have recommendations by the next College Council meeting. Stay tuned.</p>	
XI. ISER Self-Study Strategic Plan Crosswalk Study Session schedule	<p>Plans were identified as a result of our self-study. Areas of improvement were identified and would like to have a schedule when target milestones occur during the plans. College Council is the Accreditation Steering Committee. Jason recommends that the VPs discuss this topic first at Executive Team.</p>	

	Mayra's recommendation to agendaize at ET and if there are any action items. Any official recommendations would be added to August special College Council meetings. Discussion and comments.	
XII. Box 2A/Full-time Faculty Hiring update	Dr. Rogers reported that 4 FT Faculty positions were approved: Biology, EMED, ESL, and 2 Nursing) and 2 Part-time faculty positions (2 Counseling for Mental Health—funded by HEERF). She sent an email to the department chairs to start gathering names of hiring committees. Hiring will be done during the summer so faculty will be compensated for their hiring work. Faculty hiring is part of the negotiated contract. There is no similar process to Box 2A for Classified positions. Discussion about how we go about creating a process and will take back to the committees for discussion. There is also not a process for Management positions. Recommendation was made by Mayra to have a comprehensive budget allocation process.	
Big 4 Committee Reports		
XIII. Budget Committee	Report by Jason Berner Aside from applications for HEERF funds, the major topic of interest approving the form to be used for HEERF requests and to continue submitting requests. Tabled discussion about a deadline to submit HEERF requests.	
XIV. Operations Committee	Dennis is on vacation. No report.	
XV. Planning Committee	Jon reported. The committee is looking at Project Management software to help manage the different action items from the Strategic Plan. A decision was made to take what we have in WEPR, put into eLumen, and see how we want to structure the new Program review. Program Review goals will need to be updated in WEPR shells. The Validation Team is busy making improvements to the validation process. Planning Committee Chairs will be writing a proposal for HEERF funding, submitting to the Executive Team and submit to the Budget Committee.	
XVI. Student Success	Rod reported. Speaker series update with topic discussed. Summer/Fall semester	

<p>Committee</p>	<p>discussions and return to work plans. Student Tech resources proposal: Working with the Business Office on what funds are left. Will continue to use funds for the next academic year and offering services to students. Conversation on the registration system and the enrollment campaign. Strategic Plan (Topic #3) discussion. Mayra and Jon updated w/ Jason Cifra about the initiatives for future planning.</p>	
<p>XVII. Reports from Constituency Groups</p>	<p><u>Associated Student report:</u> Blanca reported. ASU held an open house. Club Rush is today with a movie of active clubs, bringing student awareness. Coordinating for a Districtwide Earth Week with other campuses: 4/19-4/22 (DVC is coordinating, but advertising to CCC students); General assembly update; Food Pantry and focusing on basic needs to engage students.</p> <p><u>Classified report:</u> Brandy reported. Presentation of Guided Pathways Scale of Adoptions; Elections and call for nominations to run for Senate; Classified Professional Development week</p> <p><u>Management report:</u> Evan reported. Management Council met on 3/25, exploring opportunities to streamline business processes. They had a presentation from a representative through DocuSign. Another presentation is forthcoming from AdobeSign. They honored Charles Ramirez as the #1 Manager. Guided Pathways update; overview how to access @GROW by Mayra; Discussed ways to recognize faculty/staff; Discussed having 2 Management Council meetings per month, with the first meeting for PD activities/training. Discussed committee assignments for upcoming committees for 2021-2022.</p> <p><u>Academic Senate report:</u> Katie reported. ASC had 2 meetings (3/15 to formalize Council support with part-time faculty voting positions; reviewed procedures; on 4/5, talked about districtwide Ethnic Studies work; looked at Statewide plenary resolutions; shared CA Governor's equity report; reviewed release time processes; formed Adhoc committees for A&R Director hiring committee and Gateway to College position; discussed Program</p>	

	Review from WEPR to eLumen; and other professional development opportunities to ASCCC conferences	
XVIII. Announcements	Jon Celesia announced he was trying to get help with his project for the science center. How does he move forward? ASU movie night is tonight.	
XIX. Future Agenda Items	ACCJC Report Program Review reports from Planning Stakeholders for Strategic from Planning College Committee membership: 2021-2022	
XX. Next Meeting	May 13, 2021	
XXI. Adjournment	Meeting adjourned at 4:02 p.m.	