



COLLEGE OF ALAMEDA

COLLEGE COUNCIL DRAFT NOTES

Date: September 22, 2021

Co-Chairs: Dr. Nathaniel Jones III/Dr. Matthew Goldstein/Kawanna Rollins

Attendees: Dr. Nathaniel Jones, Dr. Matthew Goldstein, Drew Burgess, Anna O’Neal, Kawanna Rollins, Dr. Tina Vasconcellos, Dominique Benavides, Dr. Vanson Nguyen, Jody Campbell, Esther Cheng, Ava Lee, Jayne Smithson, Dr. Diana Bajrami, Dr. Janet Fulks.

Topic	Presenter	Discussion	Info/Action
1. Approval of the 9/22/21 College Council Agenda	Jones/Goldstein/Rollins	Motion to approve the 9/22/21 College Council Meeting agenda by Drew Burgess, seconded by Dr. Vanson Nguyen. Motion passed.	Approved
2. Approval of 4/28/21 College Council Meeting Notes	Jones/Goldstein/Rollins	Motion to approve the 4/28/21 College Council Meeting notes by Drew Burgess, seconded by Anna O’Neal. Motion passed.	Approved
3. Announcements	Jones/Goldstein/Rollins	Academic Senate President Goldstein reminded of the upcoming October 7 and 8, 2021 Just in Time Data Coaching and Equitable Scheduling Retreat, sponsored by Office of Instruction, focused on data literacy, improving the scheduling process, and aligning planning with both institutional and district goals. This will be a HyFlex (hybrid flexible) event, offered in person and through Zoom. Drew burgess shared that a committee was formed, charged with the selection of the art work in the new building H; artists were also selected. The goal is to have	Information

		<p>new art work in building H by the Spring 2022 semester.</p> <p>Vice President Vasconcellos informed that the Student Services is planning to return to campus on October 12, 2021 on a rotating schedule with faculty and staff (Tuesdays and Wednesdays). Appointments only services; everyone coming in will need to go through campus shield.</p>	
4. Approval of 2021-22 College Council Meetings and Preparation Schedule; Revising Co-chair Structure	Jones/Goldstein/ Rollins	<p>The 2021-22 College Council meetings and preparation schedule was presented. In addition, Dr. Jones shared that the College will be moving towards a tri-chair model for College standing committees.</p> <p>Motion to approve the College Council meetings and preparation schedule by Drew Burgess, seconded by Jody Campbell. Motion passed.</p>	Approved
5. Accreditation Follow Up Report	Vasconcellos	<p>President Jones introduced ALO Dr. Vasconcellos and Consultant Dr. Janet Fulks. Vice President Vasconcellos shared that the follow-up report has been presented at various college constituency groups. During the March 2021 ACCJC virtual team visit, the District office received 10 recommendations (related to fiscal issues and governance). As a result, the College was placed on continued probation. The follow-up report is a response to the recommendations outlined by the visiting team.</p> <p>F1_2 in the report is the only COA specific language. The report will be submitted to ACCJC by October 1, 2021; October 18, 2021 a virtual team visit is expected. The Commission will make the determination in January 2022.</p> <p>Dr. Fulks praised the amazing work that the College of Alameda has done.</p> <p>Practical advice for the College during the upcoming visit: stay involved; follow what our policy is/if the policy is not right, change it; advocate for accountability and having a common mission (College/District); integrated training;</p>	Approved

		<p>PBIM/budget allocation model needs to be integrated in a “fresh” way; plan time for working meetings with colleagues from sister colleges.</p> <p>Error(s) in fact/information: please share with Dr. Vasconcellos by the end of the day.</p> <p>Vice President Bajrami expressed special thanks to Chancellor Jackson for bringing everyone together; it is a team effort.</p> <p>Motion to approve the College of Alameda accreditation follow-up report and teach-out plan by Drew Burgess, seconded by Kawanna Rollins.</p> <p>Motion passed.</p>	
6. Teach-Out Plan	Vasconcellos	<p>Dr. Vasconcellos shared that the teach out plan is a new requirement (federal requirement), outlining the programs outside of PCCD that our students would be able to transfer to in order to finish their academic goals; this is a required exercise in case that the College loses its accreditation. This, along with the follow-up report will be submitted to ACCJC by October 1, 2021. However, it will not have a bearing on the commission’s decision.</p> <p>See Motion item #5</p>	Approved
7. Education Master Plan Update	Jones	<p>President Jones reminded that the update to the Education Master Plan is anticipated to begin this Fall 2021. The Institutional Effectiveness Committee (IEC) will have the general oversight to this process. The current membership of the IEC was reviewed.</p>	Information
8. College Priorities Review	Jones	<p>President Jones reminded of the College priorities that were presented during Fall 2021 Flex day. The 4 key areas are:</p> <ol style="list-style-type: none"> 1. Diversity, equity and inclusion; 2. Guided Pathways; 3. Strategic enrollment management; 4. Fiscal stewardship. <p>Community engagement will be a part of this work. Consider what strategies to implement in order to make meaningful progress in these areas.</p>	Information

9. Enrollment Management	Jones	<p>President Jones shared that we are currently over 400 FTEs short of meeting our enrollment target; our productivity is 12.2. Standardization of the schedule has been made, giving the students more consistency. It is anticipated that late start classes and winter intersession will help with our enrollment numbers. We are actively using data and information to guide critical decision. Balancing efficiency and effectiveness is critical. Vice President Bajrami recognized the hard work of many faculty, staff and administrators who have done a tremendous work in enrollment efforts. Collaboration between instruction and student services areas is important.</p> <p>We are a comprehensive college with educational mission (not a business mission); concern that fundamental classes that are not major FTEs generators are not being offered. Ensure that we offer a robust diverse curriculum for our diverse community.</p>	
10. 2021-22 Budget Update	Jones	President Jones shared with the College Council that the 2021-22 budget was approved at the last Board meeting, 9/14/2021. For the most part, the budget is the same as previous year; among the changes in the new budget is the inclusion of COLA and increase in corresponding benefits.	Information
11. Adjournment	Jones/Goldstein/ Rollins	Motion to adjourn by Drew Burgess, seconded by Jody Campbell Motion passed. The meeting adjourned at 4:00 pm.	Approved