



COLLEGE OF ALAMEDA

COLLEGE COUNCIL DRAFT NOTES

Date: February 24, 2021

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

Attendees: Dr. Nathaniel Jones, Dr. Matthew Goldstein, Kawanna Rollins, Dominique Benavides, Dr. Don Miller, Dr. Tina Vasconcellos, Drew Burgess, Anna O'Neal, Dr. Vanson Nguyen.

| Topic | Presenter | Discussion | Info/Action |
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| 1. Approval of the 2/24/21 College Council Agenda | Jones/Goldstein | Motion to approve the 2/24/21 College Council Meeting agenda by Drew Burgess, seconded by Dr. Vanson Nguyen Motion passed. | Approved |
| 2. Approval of 12/2/2020 College Council Meeting Notes | Jones/Goldstein | Motion to approve the 12/2/20 College Council Meeting notes by Drew Burgess, seconded by Dr. Vanson Nguyen. Motion passed. | Approved |
| 3. Announcements | Jones/Goldstein | <ul style="list-style-type: none"> • President Jones informed the College Council that Chungwai Chum has left her position as Director of Business and Admin. Services at the College of Alameda. We are currently looking for an Interim/Acting role and recruiting for the Vice President of Admin Services (updated position). • In addition, President Jones encourages the College Council to look at the enrollment information presented to the 2/22/21 Board meeting. | Information |

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| | | <ul style="list-style-type: none">• At the 3/9/21 Board of Trustees' meeting, 3 College of Alameda faculty will be recognized for receiving tenure: Byung Kyu (Andrew) Park, Richard Kaeser, and John Taylor.• Drs. Goldstein and Nguyen informed the College Council that the Department chairs met 2 weeks ago and put together the formal faculty prioritization list. This is an evolving process, consistent with the respective Administrative Procedure. 7 positions from 5 different departments were forwarded to the President. The rationale will be submitted to Dr. Jones later today.• The last Black History Month presentation is tomorrow, 12/25/21 at 12 noon. President Jones will be presenting. | |
| 4. Campus Safety | Rollins | <p>Security teams that the Peralta campuses are using are not the same. Questions were raised in regards to the new campus security services, ways to contact them, and other related safety procedures. A1 Security and Marine are currently securing our campus; they are on different shifts. In immediate danger, call 911. If you would like to reach security personnel, the same dispatch number used in the past can be used now as well. The District emailed a brief communication in early January 2021. Additional and more specific information needs to be communicated to the campus community. In meetings with Interim Vice Chancellor Atheria Smith, it was agreed that communication needs to improve and additional training(s) and guidance are necessary. Better understanding of the new protocols is needed.</p> <p>President Jones informed the College Council that an initial meeting was held with the Executive team regarding the</p> | Information |

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| | | new safety protocols. A campus-wide meeting is forthcoming and specific groups will be included in the conversations (health services, health and safety, etc.). | |
| 5. ACCJC Visit | Vasconcellos | <p>Vice President Vasconcellos reminded the College Council that the CoA is hosting a virtual ACCJC team visit during the week of March 1, 2021. The most updated ISER is available on the College's website as well as the information about the team members (https://alameda.peralta.edu/accreditation/). The visiting team will be asking to meet with representatives from the College Council. Dr. Vasconcellos will email later tonight the schedule for the visit. In preparation, it is advised to look at the CoA's governance structure and how we do the flow of planning and budgeting. In addition, Dr. Vasconcellos shared that most of the requested evidence is related to the District, specifically in the area of Standard III D. Consider sharing with the visiting team what is working really great for the College.</p> <p>In Addition, random selection of Distance Education classes observer access was requested by and provided to the visiting team. Random selection of syllabi will be sent to the accrediting visiting team. SLO assessment will also be reviewed for Student Services and Instruction. All portal accesses have been provided to the team. Dr. Vasconcellos has provided a fact sheet; it is really useful and helpful.</p> <p>50th Gala video was shared with the team; feedback from them is extremely positive.</p> | Information |
| 6. Enrollment Management | Jones | President Jones shared with the College Council that we need to pay close attention to our enrollment as it has been declining in the past years. We need to understand and determine what are the key drivers that have influenced our declined enrollment, so that we can develop | Information |

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| | | <p>appropriate mitigation strategies to improve. The District is in “hold harmless” under the student centered funding formula; that provision is scheduled to end in the 2024-25 academic year.</p> <p>Vice President Miller shared the current enrollment status. The College’s enrollment is down by 344.29 FTEs for Spring 2021. Overall, as a District, 1,800 FTEs down. We hope to gain 150 FTEs with Spring 2021 intersession. Per current MOU with PFT, student enrollment is capped at 32 students per class. Student services and external PIO Consultant have been actively campaigning to promote classes and increase enrollment.</p> <p>The decline in community college enrollment is a national phenomena.</p> | |
| 7. Education Master Plan Update | Jones | <p>President Jones reminded the College Council that we need to update our Ed Master Plan (2016-21 current plan). The District is in the process of updating its Strategic plan as well, and we need to align with it. Key questions to consider: How was the process for developing our Ed Master Plan in the past? Do we need to improve/enhance the process? What time line make sense? What process should we use (similar or different than last time)?</p> <p>We plan on starting this term (Spring 2021) but realistically, we will complete it in Fall 2021 semester. The College mission and major strategic themes should be considered.</p> <p>The Institutional Effectiveness Committee (IEC) have it on their agenda as a standing item.</p> | Information |
| 8. FY 21/22 Budget (FTEF Allocation) | Jones | <p>President Jones shared with the College Council that we expect to have similar amount of resources for 2021-22 FY as we have in the current year. The District is considering a lower productivity number. The College will put forward a recommendation for faculty hires. Consider implementing a College strategic investment fund: put away</p> | Information |

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| | | resources to fund requests that come from the Program Reviews. Using planning to inform how we are allocating resources. Currently, we are using an incremental budgeting. | |
| 9. Adjournment | Jones/Goldstein | Motion to adjourn by Drew Burgess, seconded by Dominique Benavides Motion passed. The meeting adjourned at 3:43 pm. | Approved |

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