



# COLLEGE OF ALAMEDA

## COLLEGE COUNCIL DRAFT NOTES

**Date:** May 6, 2020

**Co-Chairs:** Dr. Tim Karas/Matthew Goldstein

**Members Present:** Dr. Tim Karas, Matthew Goldstein, Chungwai Chum, Dr. Tina Vasconcellos, Dr. Don Miller, Kawanna Rollins, Anna O’Neal, Dr. Vanson Nguyen, Edwin Towle, Michael Duensing, Drew Burgess, Leslie Reiman,

**Members Absent:** Ysrael Quezon

**Guests:** Maurice Jones, Andrew Park, Linda Thompson, Dominique Benavides.

Topic	Presenter	Discussion	Info/Action
1. Approval of the 5/6/2020 College Council Agenda	Karas/Goldstein	Motion to approve the 5/6/2020 College Council Meeting agenda by Dr. Vanson Nguyen, seconded by Dr. Tina Vasconcellos. Motion passed.	Approved
2. Approval of 2/26/2020 College Council Meeting Notes	Karas/Goldstein	Motion to approve the February 26, 2020 College Council Meeting Notes by Chungwai Chum, seconded by Dr. Don Miller.  Motion passed.	Approved
3. Announcements	Karas/Goldstein	President Karas made the following announcements: <ul style="list-style-type: none"> <li>▪ Chrome books were given out to students today, 5/6/2020;</li> <li>▪ Grab-and-go 200 meals were distributed today, 5/6/2020. Volunteers for future distributions are welcome. This will be conducted on Mon., Wed., Fri. 11:00 am to 2:00 pm. This is in lieu of regular duties, not time off.</li> <li>▪ On 5/12/2020 at 12:30 pm, there will be a Zoom Town Hall meeting, co-hosted by the College constituency leadership. This is an all college employee town-hall meeting; among the issues to be discussed: plans for the fall semester</li> </ul>	Information

		<p>and how we are all dealing with “the new normal;” please tune in.</p> <p>Dr. Vanson Nguyen announced that on Friday, 5/8/2020, at 1:00 pm there will be a Zoom District-wide Asian/Pacific American (APA) heritage month panel discussion.</p> <p>Rachel Goodwin announced that the DSPS Community Advisory meeting, hosted by CoA was held on 5/5/2020; eight different community partners/agencies plus the four Peralta campuses were represented; very productive and informative meeting.</p> <p>Drew Burgess announced that during the 5/5/2020 curriculum committee meeting, distance education (DE) document was created, considering ideas of on-line student equity.</p>	
4. CoA Graduation	Vasconcellos	Vice President Vasconcellos presented an overview of the virtual platform, Marching Order, for College of Alameda’s graduation, scheduled on 5/22/2020. We will have speeches from various people. Students are contacted via email with information on how to upload their picture and other information pertaining to their graduation.	Information
5. Accreditation: Quality Focus Essay (QFE)	Karas/Vasconcellos	<p>In recent years, the Accrediting Commission introduced a new aspect of the accreditation process by requiring that Colleges submit a Quality Focus Essay (QFE), a 5000-word limit essay, allowing an institution to identify “action projects” tied to measurable goals and outcomes, specifying a timeline and implementation steps. The College of Alameda’s Midterm report (in 3 years) is a direct response to our QFE.</p> <p>This is an opportunity for the College to continue to evaluate our programs and services in the continuous cycle of data analysis, planning, resource allocation, and evaluation, and examine our effectiveness in accomplishing our mission in the context</p>	Information

		of student learning.	
6. Accreditation: ISER	Vasconcellos	Vice President Vasconcellos informed the College Council that CoA is progressing well with the Accreditation/ISER work. The last Accreditation/ISER meeting for the academic year is on May 11, 2020. There is a need to have someone put together the report in one voice; stipend or extra service assignment will be offered. The final Accreditation report will begin going through shared governance in the Fall 2020.	Information
7. Institutional Review Board (IRB)	Benavides	Dominique Benavides introduced the Institutional Board Review (IBR) process for doctoral students who would like to get approved to do research at our campus. As of now, Peralta does not have IRB process in place. There is a possible liability if the College do not implement an IRB process. Director Benavides has discussed the item at the Institutional Effectiveness Committee meeting. The current draft needs more input and development; this work will be resumed in the Fall 2020.	Information
8. Adjournment	Karas/Goldstein	Motion to adjourn by Don Miller, seconded by Matt Goldstein. Motion passed. The meeting adjourned at 4:00 pm.	Approved