College Council Meeting Minutes
April 23, 2012

MEMBERS PRESENT: Gari Browning Tim Roberts
Jim Wright Kathleen Schoenecker
Eddie West Genie Gertz
Ralph DeUnamuno Tom Harchous
Peggy Kauffman Leta Stagnaro
Dave Schurtz Nandar Lin
Alison Kuehner Bruce Griffin
Stephanie Ramos Stephanie Pintello
Ron Travenick Sally Scofield

MEMBERS ABSENT: Scott Thomason Shairon Zingsheim
Matt O’Donnell Joanne Schultz
Nabeel Naqvi

OPEN MEETING:

1. College Council Meeting Minutes

   • Approval of College Council minutes: April 9, 2012
     
     MOTION: Moved/Schurtz; Second/Kauffman: Passed to approve the April 9, 2012 meeting minutes (with abstentions from Pintello and Keuhner).

2. Draft District Facilities Master Plan

   • Presentation by HMC Architects; PowerPoint overview. Questions/comments?
   • Will be presented to the Board at May 9th meeting.
     
     o Comment regarding frontage property proposal. When planning for facilities parking, need to include staff. Ohlone’s fleet of vehicles consists of 40 vehicles. Staff currently park across the street by Child Development Center. Approximately 15 staff vehicles. Need to have access to vehicles. Vehicles for athletics, maintenance, etc., currently “stacked” against building.
     
     o Wondering about campus programming. When do user groups get to weigh in about specifics? What does “high level” programming discussions mean? Response: Dean level discussions at this point; need to come back and revisit DFMP update so design of future buildings identifies types of functions. Not building by building yet, but what buildings might be emptied, what do we think will go back in, etc. Instructional, office, science, library. No further than that at this point.
     
     o Comment: campus is anxious to see a project. Everything has been going on behind the curtain, now it’s time to show what we’re doing.
     
     o President making presentations to the community. Same questions from community as we are asking, but it will be a couple years before construction begins. Other things that will be
going on soon are quick-fix projects. Space organization piece to determine RFP; planning phase still in early stages.

- Question: How can we deliver this sort of update to the community? Can we make something You Tube-like to post on our website? Response: Doing community presentations with PowerPoint and link to the HMC presentation. Gilbane has also created bond website that contains progress reports and updates; will be online and available soon.

- Question: Is there a process by which a philosophy will be developed? Intermixing disciplines, intermingling, etc.? Response: That was where we started with educational master plan, at foundation of everything. Plan facilities to respond to educational master plan. Jim Wright will re-send link to EMP which includes philosophy regarding buildings (clustering, etc.). Back in 2005, we had no idea about Measure G. Have been trying to move into clustering concept (fine & performing arts, deaf studies, science, etc.) spelled out in EMP that led to passage of Measure G language, built on EMP. Has evolved over years; hard to keep track of.

- DFMP brings forward main points from previous foundation documents; built upon, not reinvented.

- Would be nice to show presentation to faculty on Flex Day; would be inspiring.

- Also, consider pedestrian trails. Plan includes major/minor paths, tried to address. Map seemed like paths to and from cars, not as much for more general "roaming" (down to Mission Blvd. for lunch, paths to CDC, etc.). HMC will double-check to be sure they're not left out. Additional lighting will also detail walkways.

- Kick-off in the fall sounds like a good idea. Once approved by the Board in May, we'll officially have a DFMP we can use to start educating the college community. Need time to restructure your thinking. When architects are chosen, there will be lots of opportunity for input. Right now, high level ideas & parameters.

- Architects will have questions, recommendations regarding detail. How will we operate while campus is a construction zone, for example. Bond passed 18 months ago and a lot has happened, though it may not be easily seen.

- Collegial, lots of opportunity.

- Student comment: building 9 listed under buildings to be removed. That's a mistake; not scheduled for removal, just renovation.

- Student comment: Building 5 not really being used in a way that students would like to use it, as a student center. On the other hand, students hang out more in Hyman Hall, sometimes disturbing students in the labs. Notice some planned little gardens in DFMP, but hoping for more internet cafes indoors, etc. Building 5 may not have enough space and it might be a long time before student gathering spaces are available. Response: At this level, will make sure it's captured in the narrative and adequately mentioned. Some of the next steps will determine location decisions, and programming processes. Include as one of the planning principles.

**MOTION:** Moved/Kuehner; Second/Pintello: Passed to endorse the draft District Facilities Plan to be taken forward to the Board of Trustees.

3. **Technology Committee Report**

- Presentation by Technology Committee Co-Chair, Bruce Griffin. Review of PowerPoint (Tech Comm Activities Report for 2011-12) presentation/summary. Questions/comments?

  - Projects underway right now?
  - Determining best location for data center. Have engineering firm looking into options (Newark, Hyman Hall, or building something new).
o Additional Wi-Fi access points purchased; usually based on new construction. Most older buildings built long before wireless and even Internet. Old buildings don't even have dedicated tele-com. Difficult to retrofit old spaces.

o Projector issue in several rooms; have purchased about 15 to roll out this summer.

o AV/quick fix projects for summer

o Reaching out to faculty regarding computer purchases to allocate over summer; working through PIO process. Probably 35-50 faculty, depending on manpower.

o Question: How will Measure G or endowment fund impact e-campus going forward? Response: Still need to define. Options, parameters, still learning about constraints. Bonds originally developed for buildings with technology as an addition. Lot of moving parts. From infrastructure standpoint, using Blackboard. Updating technology, enhance on-line classes to allow faculty to have improved technology. Not a major structural impact. Think of e-campus as being somewhere else (home, remote locations). Students on campus everywhere with computers. E-campus not just at home -- anywhere. Getting rid of dead spots on campus.

o Better servers for student support services. More e-counselors, for example, but they do not fit into the bond. We do not want to host the Blackboard server on campus.

o List of projects? Yes, on Tech Committee website, including timelines. Apply to goals and objectives, being reworded as they relate to Measure G. Integrating how projects support strategic plan.

o Projectors? How do we pick where the 15 new ones will go? Will review where they are failing, etc. Time to also retire old ones (Hyman Hall, etc.).

o Who does the campus-wide PIOs? VP level usually. Identified as cutting across disciplines. Sometimes multiple PIOs that can be combined.

o Question: So, are we having all new projectors being captioning capable? That’s an accommodations requirement. It's hard to purchase a projector these days that's not captioning compatible.

4. Top 20 PIOs Report

- Kathleen Schoenecker review of PIO resource allocation process chart.
- Used PIO rubric to review and reduce top 49 PIOs this year to top 20.
- Review of PIO Committee Recommendations. Now sent to RAT for review. Their assessment will be sent to Budget Committee to identify resources and then sent to Dr. Browning for approval.
- So many faculty vacancies, PIOs related to those open positions. Pulled all together to make district-wide commitment to putting those positions back (called “AA Glump”).
- Comment: Setting up guidelines to prioritize. Some go to mini-grants, program specific... a lot of discussion about what to include in top 20. Measure G PIOs, if already on the list for Measure G, exclude, but if not on the list, include. Might help to have a list of guidelines for faculty discussions and inform as PIOs move through approval process. Just an idea.
- Process assessment, faculty and administration, looking at parts of our program review and PIO process. Idea of assessment is to come to CC retreat in August with possible recommendations for improvement in all areas. It's been a little confusing, for example, how the mini-grants fit in. VPs prioritized by need and importance. Mini-grants a separate process, though still linked to PIOs.
- New process, trying to fine-tune. Open to feedback.

5. Board Workshop (4/25) and Board Meeting (5/9)

- Board workshop on Wednesday, contains three parts:
  o Making sure Board and senior staff aware of Bond rules and no conflicts of interest
  o Project delivery methods and options; how contract will be set up and managed.
  o Construction decisions, such as whether or not to have a project labor agreement (union organized; local; small business; minority, etc.) Lots of rules around that. Workshop
designed to inform them about what we can and can't do. Intent to inform Board so they understand why decisions are being made, so as to avoid headlines.

- May 9th board meeting; DFMP going forward for approval which allows for next steps in planning.
- 3rd quarter budget report -- as we've learned new information about apportionment, have made budget adjustments and refinements. More accurate picture; trying to make adjustments in each quarter.
- In June the Board will be presented with tentative budget for 2012-13 year, though we won't know yet about the tax initiative in November.

6. Continuing College Council Membership

- Changes:
  - Faculty will change 5 of 7 members (to be announced)
  - CSEA replacing 1 member
  - Administration replacing 1 member
- May 14th Council meeting everyone attends (incoming and outgoing members).
- Comment: Faculty senate will determine faculty replacements

7. Suggestions for future topics

- Bookstore committee update
  - Comment: New Vice President, Ron Little, will be here as of May 1. Two new deans still being hired. Should be in place (decided) by next meeting.
  - Comment: 1 person short of meeting the goal for signing the “green pledge”.

ADJOURNED: 4:20 p.m.

- Future Meetings
  (3:00 – 4:30 p.m. in Room 7101 on the following dates, unless otherwise noted):

  Spring Semester / May 14

  Summer/Fall Semester Meetings

  June 11, July 16, August 6
  **Wednesday, August 22 (Retreat)**

  September 10, 24
  October 8, 22
  November 5, 26
  December 10