College Council Meeting Minutes
February 10, 2014

ADOPTED (as amended)

MEMBERS PRESENT: Alison Kuehner Gari Browning
Bunny Klopping Sally Scofield
Bruce Griffin Rae Halliwell
Lenore Landavazo Mike Holtzclaw
Paul Belasky Kathleen Schoenecker
Kelly Wilmeth Mat Weber
Ron Little Yvonka Headley
Dave Schurtz Leta Stagnaro

MEMBERS ABSENT: Sonam Babu Ron Travenick
Alex Lebedeff Shairon Zingsheim
Jeff O’Connell Tom Harchous

OPEN MEETING:

1. Approval of December 2, 2013 College Council Minutes

   • MOTION: Moved/Weber; Second/Halliwell: Passed without objection to approve the December 2,
     2013 College Council minutes. Two minor corrections (added Sally Scofield to those present on
     12/2 and changed date of minutes to reflect correct date).

   Note: Not on agenda
   • Discussion regarding College Council meeting during upcoming site visit.
   • Met with team chair at end of January. Chair prefers to meet with Council during a regularly
     scheduled meeting, not a separate meeting set up to meet the team. We could move currently
     scheduled 3/10 meeting to 3/12.
   • Instead, there will be a March 10th team welcome to include College Council and trustees at 5:00
     p.m. (Room 7101).
   • Wednesday, 3/12, will then be regular CC meeting.

2. Board of Trustees updates

   • Board workshop on 12/3 regarding Board compensation. Went smoothly.
   • December 11 - regular organizational meeting.
     o Board determined calendar of meetings for 2014
     o Elected Garrett Yee as Chair and Greg Bonaccorsi as Vice-chair; Gari as Board Secretary
     o Heard & approved district audit
     o Approved our self-evaluation report
   • January 15, Board heard presentation on Environmental Impact Report (EIR) for academic core and
     approved on January 29th. Significant milestone.
   • Required workshop conducted on 1/29 for Board ethics.
   • Feb. 12, meeting coming up, brief meeting to assess Board priorities/goals. Board has completed
     "Accreditation 101" through ACCJC (6 of 7 trustees have completed) on their own.
• 2/12 meeting will also have information item regarding administrative procedures (no longer called regulations).
  o Do not align well with Board policies.
  o Once Board policies were reviewed and updated, turned attention to administrative procedures. Board's role not to approve procedures but to make sure they're consistent with policy.
• Letter of intent regarding frontage property for approval.
• March 4th Board will have accreditation workshop; similar to what College Council did during retreat.
• Question: What is the letter of intent regarding the frontage property?
  o Letter of intent lays out terms of agreement, parcels, terms of lease, revenue, adjustments. Business terms of the lease. Clark Realty, good faith terms. Will go out for bids. Clark Realty will bid and others may as well. Plan for mixed use: condos, community center, and small amount of retail.
  o Asked Clark to push back possession date by about 10 months due to Measure G parking impacts.
  o Olive trees are protected, including Olive Lane.

3. Diversity Study: Presentation of Additional Data

• Mike Bowman, Executive Dean of Research & Planning, PowerPoint discussion to consider:
  o What is our goal in hiring? Hire the best, regardless of how it affects our diversity? Or hire the best diverse?
  o What are we doing now to find and attract the best diverse?
  o Green light: What else could we do?
  o What are the consequences?
• Brainstorming ideas doesn't take us to the next step. Recommend forming a small group / sub-committee who have interest in exploring these ideas. Review of models that are doing well.
• Consider athletes, EOPS, ASOC students, for example. What are best practices that could be adapted to entire student bodies? Consider other colleges' retention & success data. Foothill leads the way, DeAnza second. Success data Las Positas; retention, look at Evergreen.
• When we consider the members of the committee, create diverse committee. Mike Bowman to be resource to assist, but not a member. Looking for student services, faculty, student orientation. Full time faculty, adjunct, student services.
• Volunteers:
  o Kathleen Schoenecker
  o Yvonka Headley
  o Lenore Landavazo
  o Jeff Roberts
  o Mat Weber to find a student
  o Mark Lieu (Instructional dean, also on Student Success Basic Skills committee)

• Keep Student Success Act committee in mind.
• Can open up to anyone in college community who wants to volunteer. Other members who may not be on CC.
• Mike Bowman to assist with locating numbers/data/notes regarding CC brainstorming session. Suggestion that Mike convene and kick-off the committee. Focused working group. Will delegate to committee to come up with ideas and bring back to CC.
• Discussion regarding faculty=staff diversity. Review of staff ethnicity summary slide.
• In past five years, with exception of instructional administrators, diversity amongst staff has not changed much. FTF, adjunct faculty, minimal changes.

• Only significant changes are in educational administrators -- but there are so few that when even one leaves, seems to make statistically significant difference.
• Want to hire the best, and also want to hire the best diverse. What are we doing to find and attract the "best diverse"?
• What are we doing right now to attract the most diverse and is there something more we should be doing? Job announcements seem to be posted in very diverse places but we don’t seem to be changing diversity numbers.
• Maybe there’s a longer-term trend that has happened, more international. Our staff diversity doesn’t mirror district, but maybe our district diversity can change at a more rapid rate.
• In the past 15 years, not only has our ethnic diversity changed, but we have changed in other ways. We’re very unique in having deaf faculty, for example, but there’s no category for that. We’re aware of that diversity, but statistics focus on ethnic diversity rather than other characteristics.
  o Comment: January of 2008 began hiring freeze. We’re about to turn a page, a new opportunity to hire. Timeliness of discussion and consideration of our values. If very few jobs we’re hiring for, diminishes opportunities.
• When this year's numbers come out, will be interesting to see how our numbers look.
• Might be interesting to see how numbers differ between employees who live in the district or those who live beyond district. Maybe education level issues, etc. Folks we hire from the district, do they more closely resemble the district.
• Model we’re expected to live up to is the area of our district.
• What else could we do?
  o Comment: Have been on a lot of hiring committees lately and have not seen a whole lot of diversity in candidates we bring in to interview. Don't know why there aren't more/different ethnicities that apply. Other than advertising, are we doing anything else? Advertising may not be enough (nursing, for example).
  o Part of it is that when we’re recruiting, we need to talk about who we are -- we don’t have to stay within the lines; we have more in terms of diversity than standard definition.
  o Question: who comes to us? How do we connect with people and demonstrate who we are? Personal contact to communicate who we are. We need to have video on our website, H/R site for applicants to show who we are with testimonials to describe what we’re like. Introducing Ohlone to applicants.
  o Diversity job fair, we participate.
• Nursing open house, though not well attended, was worthwhile. Those really interested in teaching, if they haven’t been an instructor before, can talk and see first-hand what they can expect at Ohlone.
• Examine best practices: how do we compare with other schools in the area in terms of staff diversity. Are there other colleges with more diverse representation and, if so, can we look at their approach.
• Current FTF all have diversity statement as part of the application process.
• Encourage adjunct faculty to apply when FTF positions become open. Active recruitment; seeing the talent that's already here on campus to encourage them to apply for FT positions.
• Doing quite a bit already to promote diversity
• At future CC meeting, after we get results of FA2013 staffing data to see if there’s been any movement, look at this topic again.
• Wait for Shairon Zingsheim to be here.
• Are we doing everything we can? Slow progress.
• New strategies based on other colleges with different diversity that’s not related to their district and see what they’re doing to recruit those employees.
4. Parking Update

- Review of Fremont campus parking and available/surplus parking the first week of classes. A minimum of 150 surplus. Opened up access point between Lot K and through Palm Bosque. More effective to have Campus Police by Lot K to direct students across campus to Lots D and E.
- As we look into next week with closing Lots B&C, losing about 500 parking stalls. With surplus and traffic counts from past semesters, in week 3,4,5, diminishes and anticipate we'll be "just fine". Still, people will be inconvenienced since parking will push down to Lot H. Currently not going to build temporary lot next to Lot E; will save $500,000. If we need additional parking, could carve out temporary lot near Lot K.
- Will have police presence on Witherly side of campus to move people over to Lots G & H. Have exactly the same number of staff/faculty spaces as we did before by moving spaces down. Focusing on Pine Street as the construction venue.
- Kidango will be vacating at the end of the semester due to safety & space concerns. 40 portables will be located in Lots B&C.
- You can drive through H to get to E. An increased amount of signage, banners to notify students. Should be fine through the rest of the semester/summer.
- Some of our programming moving to Newark for Fall and anticipate numbers will still be fine.
- Long term, looking at moving some bus stops. Looking at some electric carts; new and improved "Ohlone pony" options.
  - Comment: One staff member took last staff space in Lot D around 8:30 a.m. If we have the same number of staff spaces, why would that be? May open some staff parking in 28 carpool spaces, if they're not being used.
  - Campus police going through twice a day counting spaces.
  - Question: Can you clarify how to get carpool passes? Do you have to buy a student permit? Seems it has changed over the years. Fill out paperwork/application for carpool members via Campus Police.
- Between lots H & E, stop sign is such that you stop after the walkway. Facilities to check on that.
- At 9:30 this morning, lots of staff spaces open in parking lot D.
  - Faculty member asked if Campus Police will be ticketing people in staff spots who don't have a staff permit. Reply: Will check and get back.
  - What is your recommendation for faculty/staff who can't find a spot? Should not have problem if they park in Lot G.
- Some grumbling that there is no work going on in lots that have been closed. Will that be the same in B&C? Just got DSA approval for south parking lot today, so work can begin. All set to go with lots B&C.

5. Accreditation Update

- Accreditation team pre-visit took place on January 31st. Went smoothly. Three people visited: Dr. Kim Perry (chair) and two assistants.
- Talked through meeting requests (will want to see committees in action) and individual meetings; logistics (hotel, food, transportation, team room, etc.).
- Team room for site visit will be current President's Office. We have made arrangements for small group meetings and library study rooms for individual interviews.
- Enjoyed and praised self-study. Expressed a couple concerns (SLOs). Successful visit.
- We're ready and excited for them to come. Team chair seems genuine and interested in learning more about the college and support/confirm that what we've written is what is happening.

Related announcement:
Ground breaking for south parking structure. CC invited, encouraged to participate / park in lot M; Wednesday @ 4:45.
• ACCJC actions for other colleges released. Most reviewed were reaffirmed. All of the San Mateo colleges reaffirmed. Sierra College put on warning and Woodland continued on warning. The majority of colleges reviewed were reaffirmed, which has not been the case in recent years.
• Looked at other institutions SLO recommendations, but can't guess as to reasons for reaffirmations or sanctions.
• Benchmarks vs. "floors"
  o When we put our strategic plan together, we set benchmarks for student learning, student achievement, and campus operations. Benchmarks (Ohlone goals) as to where we think we should be -- goals that push us.
  o Team chair says that US Dept. of Education intends for us to reference "floors" -- levels at which we would not go below. Working with Mike Bowman to assist; easy fix.

6. Fiscal Year 2013-14: 2nd Quarter Financials

• Note: will table "designated reserves" sub-topic to April/May Council meeting when topic will be discussed in some detail.
• Director of Business Services, Farhad Sabit review of PowerPoint.
• Now through first 6 months of fiscal year. This presentation was approved by Budget committee last week.
• Biggest difference is salary increase that Board approved for staff ($555K)

7. Heard it Through the Grapevine

• Question: Is it still possible to get photo/staff ID? Some places require for discounts. Campus activities window; funded through ASOC, go to Building 7, 2nd floor. Ask Debbie Trigg or Inga Bellamy. 2nd Floor, ask EOPS and let them know you’re faculty/staff.

ADJOURNED: 4:30 p.m.

Future Council Meetings (2014 / Spring & Summer):
Fremont Campus / Room 7101, 3:00 – 4:30 p.m. unless otherwise noted

February 24
March 12 (Accreditation team visit)
April 7, 28
May 12
June 9
July 14