

OHLONE COMMUNITY COLLEGE DISTRICT  
43600 Mission Boulevard, Fremont, CA 94539  
Conducted via Zoom

College Council Meeting Minutes  
September 28, 2020

APPROVED

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MEMBERS PRESENT:	Eric Bishop Milton Lang Chris Dela Rosa Mike Leib Jeff Roberts Sheryl Einfalt Samir Abboud Rob Smith Andy Bloom	Tony DiSalvo Shairon Zingsheim Darline Gunsauls Krina Shah Larissa Favela Jesse MacEwan Jennifer Zhou Delphyne Rollins Marco Escalante
MEMBERS ABSENT:	Matthew Ng James Keogh	Sabrina Panjwani

OPEN MEETING:

1. Roll Call

A new SEIU representative was present for the meeting. Marco Escalante was introduced. It was also introduced that Andy Bloom will occupy the seat of member Katherine Michel during her fall 2020 absence.

Approval of the September 14, 2020 College Council Minutes

The September 14 minutes were approved by all members present.

2. Vision, Mission, Values and Goals

- Jeff Roberts, faculty member and College Council Co-Chair, presented a brief review of the current Vision, Mission, Values and Goals as guides for all planning efforts.
  - Today's decision was to postpone discussion on any potential changes to the [College Vision, Mission, Values and Goals](#) until the College had time to continue the ongoing conversations involving equity and transparency.
  - **Comment:** There may be areas where we may want to start looking into and deciding whether or not it encompasses the new direction impacted by new perspectives. We need to identify the depths of who we want to be and how deep we want to go, before making any revisions.

3. Strategic Plan

- Mike Bowman, Executive Dean of Research and Planning and ALO, presented the action plan process for the 2020-2025 Strategic Plan.
  - Today's presentation provided a review of the [2020-2025 Strategic Plan](#) and its Strategic Plan recommendations. The next step is to develop action plans that make the Strategic Plan operational. Action plans identify the necessary resources, measurable outcomes, methodologies, timelines, and individuals who will be responsible in executing the completion of the action plans. Seven small groups have been identified to goals and objectives from the

Strategic Plan, and resources have been shared with those groups to support their efforts. Plans have been identified for those small groups to report back to College Council at the October 12 and October 26 meetings, with a target of having the Action Plans completed and approved by November 23.

- **Question:** For the small action plan groups, who will be in charge of arranging these meetings? **Answer:** I would anticipate an email with all of that information identifying your assigned group, including the specific elements of the action planning. This provides an opportunity to solicit availabilities, meeting times, and help define what works best for each of you. **Comment:** In addition, some prospective action plans will be marked as non-negotiable based on the ACCJC team report. **Question:** Do we have space and room in the assigned groups for student voice and input? **Answer:** Absolutely. We currently have two students from College Council, but it would be a great idea if we were able to solicit other students to participate. If I may suggest that we allow the ASOC President to invite more students, it would be ideal to have at least one student in each action plan group. **Comment:** I would recommend that we attempt to solicit students from different diversity groups. Allowing deaf students to be involved in this process could be such a great experience for them.

#### 4. IEPI – PRT Visit

- Chris Dela Rosa, Vice President of Administrative and Technology Services, presented an update on the October 12, Institutional Effectiveness and Partnership Initiative Team visit.
  - Please see the [IEPI-PRT Update](#) for a detailed overview of the forthcoming October 12 visit. It was noted that the Institutional Effectiveness and Partnership Initiative (IEPI) was launched in 2014 to help California's community colleges and college districts improve their operational effectiveness and boost student success across the system by providing the high-quality technical assistance, professional development and resource tools needed to achieve the goals and commitments contained in the California Community Colleges' Vision for Success. On October 12, members of the IEPI–Peer Review Team, will visit our campus virtually to provide guidance in terms of how to proceed in our areas of focus needing assistance. The three focus areas for which the College has asked for assistance are: Staffing Plan, Enrollment Management; and Resource Allocation Model. Significant alignment between some of the focus areas and established taskforces at Ohlone have been noted.

#### 5. Enrollment and Success Management Taskforce

- Milton Lang, Vice President of Student Services, presented a status update on the Enrollment and Success Management Taskforce.
  - It was noted that the taskforce outcomes and goals are to review all facets of the College's enrollment management efforts and to propose recommendations and strategies by the end of the spring 2021 semester. The anticipated members will consist of faculty, staff, and students.
  - **Question:** Are you targeting solicitation in membership or are you looking for volunteers? How are you planning to populate the taskforce? **Answer:** This taskforce's primary membership is to consist of those individuals identified as participants in the IEPI – Enrollment Management focus group. So that we wouldn't be redundant, we took those participants from that focus area to help us move this body of work. We are also working with the ASOC President to help us identify other student participation.

#### 6. Effective Governance and Decision-Making Taskforce

- Shairon Zingsheim, Vice President of Human Resources and Training, presented a status update on the Effective Governance and Decision-Making Taskforce.
  - It was noted that the Effective Governance and Decision-Making Taskforce is on hold for the time being. The decision is to allow an opportunity for the College to evolve under new leadership and evaluate what needs might exist in that area, while also being sensitive to overstretched/overstressed individuals given the current working environment. A primary

- interest is on the maximum efforts needed toward immediate priorities, such as teaching, learning and serving our students, and figuring out where those other pieces fit over time
- **Comment:** I support figuring out how our new leadership wants to do effective governance. The concern that arose was in regard to the process that is outlined, and how it does not feel very inclusive for any other voices outside of the Executive Team. We were looking at ways to integrate other voices in decision-making throughout that process. I believe it is important and critical that we do continue with defining that process. I don't feel like we want to roll AP2510 into the next five or ten years of how Ohlone operates, which was a primary goal of this taskforce. The question really comes down to, how do we look to improve our processes for the next five years rather than assuming that the current processes are ideal. **Comment:** I concur with that comment and I believe we can put this taskforce on a back burner for now. If we continue to have difficulty understanding one another, we can revisit it. **Comment:** An issue is that there are things that prompted these spaces and some of us have no history about what got us there. As we move forward, what would be best is if there is a stumble or a bump, we should hear about it in the moment. If something happens and someone feels that there wasn't representation or a voice, it would be good to have that conversation then. What we tend to do is paint with broad brushes but then are unable to identify what the situation was that created the painting at a later time. So, if things happen, let us talk about it openly and honestly with one another. **Comment:** Today we were reminding ourselves of student representation and asking where was the student's voice in this and where is the student's voice in that, that is the kind of the climate that we want to have. If we encounter something, let's see if we can handle it right there in the room and identify why was that decision made and why wasn't I involved.

#### 7. Program and Services Review Taskforce

- Tony DiSalvo, Vice President of Academic Affairs / Deputy Superintendent, presented a status update on the Program and Services Review Taskforce.
  - It was noted that during the 2019-2020 academic year the Program and Services Review Taskforce had had been tasked with re-doing the purpose and goals of Program Review and with assessing the existing template that prompted suggestions for change. It was proposed to put the taskforce on hold and to move forward with Program Review for this 2020-2021 academic year so that the College does not end up with two successive years without Program Review data. The plan is to take advantage of the IEPI-PRT visit and build those outcomes into a comprehensive, integrated plan for program review that would feed into resource allocation decisions and provide for a sense of how we develop priorities and utilize resources. Additional information regarding program review will be shared at the October 7 Faculty Senate meeting.
  - **Comment:** I believe it is important to get these done and to get this work going. The fact that faculty are asking for it, means it is something that they want to be valuable.

#### 8. Noncredit Courses

- Sheida Parvasi, faculty and Noncredit Coordinator and Emily Burns, Career Education Coordinator, presented an update on Ohlone's Noncredit Courses.
  - Please see [Noncredit Courses](#) for a detailed overview of the latest noncredit achievements and activities. It was noted that there are 53 courses approved to be offered as noncredit, and 28 noncredit course offerings for the fall 2020 semester. For the spring 2020 semester, noncredit enrollment (unduplicated) was 169 students, with fifteen sections offered and seventeen certificates awarded. The course completion rate for noncredit courses for that semester alone was at an 82% with a 19% student enrollment in both credit and noncredit courses. The top enrolled noncredit courses were Legal Aspects of Small Business, Writing Skills for Managers, and Communication in the Workplace. The noncredit student demographics for the spring 2020 semester were identified as: 54% Asian, 12% Latinx, 10% White and 9% African-American; 69% women and 31% men; 48% over age 40, 46% between the ages of 20-39 and 6% under age 19. Over 120 individuals have attended noncredit information sessions

between May 15 and August 25, and more than 65 students have sought student support regarding noncredit courses since June 2020. It was identified that noncredit student support may be found at <https://www.ohlone.edu/noncredit>.

- **Question:** As we move forward with noncredit at Newark, I wonder if there is a high demand for ESL and if that is on the radar to address with the Newark community that may have second language needs? **Answer:** We have had discussions regarding that concern. Our program at the Fremont Adult Education School has been very successful with the Fremont community, so we have been thinking of ways on how to produce a common program that can be successful with the Newark community. My role is to assist faculty with creating noncredit courses and to review learning market data regarding those courses and determining whether or not we have the student population to help meet those needs. So if you know of any faculty member, or if you have any interests, please feel free to contact us. **Comment:** Thank you Sheida and Emily. What tremendous work you have done with the continuation on enhancing our student and faculty needs.

9. Heard it Through the Grapevine/Looping

- N/A

Suggestions for Future Topics

- N/A

ADJOURNED: 4:42 pm

**Fall 2020 Meetings:**

*Fremont Campus / Room 7101, Mondays at 3:00 – 4:30 p.m. (unless noted)*

- ~~August 24 (TBD, 9am to 2pm) CANCELED~~
- ~~September 14~~
- ~~September 28~~
- October 12
- October 26
- November 9
- November 23
- December 7