

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

College Council Meeting Minutes  
November 9, 2020

UNAPPROVED

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

MEMBERS ABSENT: Krina Shah Sabrina Panjwani  
Sheryl Einfalt James Keogh

OPEN MEETING:

1. Roll Call

Approval of the October 26, 2020 College Council Minutes

The October 26 minutes were approved by all members present with no abstentions.

2. Spring 2021 Meeting Dates

- Jeff Roberts, faculty member and College Council Co-Chair, presented the second reading of the proposed [College Council Spring 2021 Meeting Dates](#).

**MOTION:** Moved/MACEWAN; Second/ROLLINS to have meetings on January 25 and on March 29 instead of Wednesday, January 20 and Monday, June 7. All other dates will stand as is. The motion was approved by all members present.

3. Community Agreements for Brave Conversations

- Mark Lieu, Academic Dean of Language, Communication, and Academic Success and Maggie McKenzie, Faculty, presented the first reading of the community agreement draft to members.
  - Please see [Community Agreements for Brave Conversations](#) for a detailed overview of the proposed framework. Today's presentation served as a guide on how we are willing to work together toward having discussions on campus in conjunction with respect to diversity, equity and inclusion. Emphasis was placed on this being a draft presentation that is absolutely open to edits and adjustments moving forward. There are 10 components to the set of presented Community Agreements, for which feedback is sought. The goal is to ultimately have a common set of Community Agreements that is endorsed by all of Ohlone's major constituency groups.
  - **Comment:** I think it looks great. One of the pieces that is most effective is when we realize that our work in the space together is professional and not personal. Being able to recognize that a professional disagreement is not about us as people but about us as ideas. **Comment:**

That is very much how we would like to see people take things but I think that it is hard to control your response to certain things at times. The expectation is that everybody deals with things on a professional level and not a personal level but sometimes it is unavoidable that we could take something personally. **Comment:** It might be more on the sender's ownership and less than the receiver. We can take things how we take them but if our intent is professional, it becomes an easier conversation after the fact. **Comment:** I think that this is such a great draft, a really solid starting point. I appreciate how you are able to tell that a lot of consideration has been put into it. I do want to suggest maybe having some guiding principles that help frame the Community Agreements. That can help create a little bit more of a context for some of the Community Agreements. **Comment:** One thing that we have struggled with is to pick the best terms to describe what we are trying to convey. We originally called everything ground rules and there was some pushback against that. We decided Community Agreements was a better term since it reflected the idea of working together to come up with this common set. Guiding principles may be a better fit than using the word definition. **Comment:** I am not quite sure how to say this, but I think one of the things that is truly damaging to groups like these is when the conversations are taken out of this environment, put into other environments, and shared with other people in a way that it becomes gossip. That creates people who are outside of this group begin to view us as a group that is dysfunctional and that cannot be trusted. **Question:** Is there some kind of language we can put into this as a reminder to not engage into negative gossip that undermines the work being done or where undermines each other in ways that is detrimental to the group? **Answer:** I have made a note to see whether we can come up with a nice succinct way to address that because I think that that is a very important idea about supporting the conversations as they're going on, rather than taking things out of context to break them down outside of the arena in which they are discussed. **Question:** What is the space that we are defining as brave? Is it anything related to the campus community or is it specific meetings and spaces? **Answer:** We think that this needs to be a fundamental set of agreements that is used college-wide. **Question:** I am trying to envision a plan to transition from rebuilding trust to being able to have brave spaces and not feel threatened. How do we make sure that those things do not happen and that everyone feels brave enough to stand up and speak out? **Answer:** LFM definitely recognizes that even if we all end up endorsing these Community Agreements that this is not going to bring us to a to that place where everybody is feeling completely trustworthy and trusted. We are hopeful that this set of Community Agreements will move us in the right direction. Unfortunately, we cannot promise that this is going to address some of the painful experiences that people have had in the past, but we are hopeful that using something like this can move us forward. **Comment:** This does not have to be a standalone tool. We can do all kinds of other things to work on building trust, rebuilding relationships, and building new relationships. **Question:** From a classified staff point of view, one of the challenges for us to have honest brave conversations is that safe spaces and brave spaces have to be married to each other. I know that the document says that there is a difference, but I do not know if you can have a brave space without having a safe space first. How is this tool going to offer safety to those that can have the room and the freedom to be brave when we need to be? **Answer:** I would reference to number 10, "You leave your title and authority at the door and agree not to use any power you hold against those with whom you disagree," because I think the concept of safety that you have expressed is safety from retaliation. Taking something that somebody says in a meeting and using it against them. **Comment:** These brave spaces need to be a platform where people are not just being brave to complain either. This brave space has to be a platform unto something. People need to be able to be brave and feel safe enough to be brave, to bring about positive change in whatever they are being brave about. People just like to dump and I think that is the complete opposite of what we want to achieve with these brave spaces. **Comment:** We definitely do not want to have large amounts of dumping in meetings. We are trying to avoid negativity. I would say that distinguishing between brave space and safe space is really important and so we need

to work on clarifying those terms a little further. **Comment:** In regard to Community Agreement number 10, personally I am acutely aware that when I speak, I can shut the room down. For that reason, I sometimes do not speak because I do not want to do that. I personally see this being a campus-wide agreement in all settings and in all meetings because I think whether you realize it or not, this is a campus culture change. This is changing a culture of how we communicate with one another. I do not see why this framework that you guys put in place would not work in any and every single kind of meeting that we would have, this is about a culture of how we treat each other and how we communicate. I appreciate what you have done and I absolutely support it. At some point after you have gone through your meetings, perhaps we can circle back and consider possibly having a campus life forum, to have the conversation about this and introduce it, so that all parties are represented. I really applaud all the work that you have done and everyone who spoke today. I can definitely see that this will be a huge benefit for the College. I think it's our responsibility to take it back to our respective groups to begin the conversation so that when the LFM group returns they are not starting from scratch.

#### 4. Administrative Procedures

- Eric Bishop, Superintendent/President, presented this topic.
  - It was noted that Ohlone does not have a clear defined process by which Administrative Procedures (AP) are introduced and approved. It had been suggested that new and/or revised APs are brought to College Council as informational items to allow everyone the opportunity to review and comment on the proposed APs before seeking approval. The intention is to give all constituency groups an opportunity to review the proposed APs in an effort to continue working through ongoing transparency and trust concerns. Approvals of any proposed APs will still rest with the respective oversight groups. Four APs were presented with the intention to have members solicit feedback from their constituency groups and return with any comments, questions or concerns that may arise. Appropriate points of contact for questions or concerns regarding the presented APs are included with each item.
    - [AP 4235: Credit for Prior Learning](#) – Jesse MacEwan/Tony DiSalvo
    - [AP 5510: Off-Campus Student Organizations](#) – Milton Lang
    - [AP 5420: Associated Students Finance](#) – Milton Lang
    - [AP 3721: Information Security Standards](#) – Chris Dela Rosa
  - **Comment:** AP 4235 had a first read during the Faculty Senate meeting on November 4. In the linked document, you will see two sections that have an asterisk next to them. The intention is to delete the section on student-created portfolios, because we currently do not have a process to solicit students who may be interested. There was also changes to Title V regarding prior learning; primarily focused on broadening the definition. This is due to the Chancellor's office by December 31, 2020 to see what we have done to expand prior learning at each of the community colleges in the system. **Comment:** AP 3721 was reviewed and endorsed by the Technology Committee in effort to implement an Administrative Procedure to operationalize the existing Board Policy (BP) 3721 that was approved in 2017. **Comment:** We will have first readings of AP5510, AP5420, and AP3721 at the upcoming November 23 meeting.

#### 5. Planning and Decision-Making

- Eric Bishop continued the desire to embrace and engage in Ohlone's planning and decision-making processes.
  - Today's discussion covered the proposal to establish a temporary subcommittee of six representative individuals who would take the current published [Planning and Decision-Making Handbook draft](#) and help create a clear and comprehensive final version.
  - **Comment:** I'd be happy to participate if you'll have me. I think the size of proposed subcommittee is a great idea. It is a lot harder to get places with a large group, so I support

having a group of six to start that process and get that ball rolling. **Comment:** Thank you. Since I am not seeing any objections, we will move forward and proceed.

6. Local Recommendations to Statewide DEI Taskforce Strategies

- Eric Bishop presented the first reading of this item.
  - It was noted that the Chancellor's office put together a report from the Vision for Success Diversity, Equity and Inclusion Taskforce as part of the Call to Action. That document is challenging to read given the statewide application of the content. The proposed [Local Recommendations to Statewide DEI Taskforce Strategies](#) document is designed to provide Ohlone with a working document that allows individuals address the statewide initiatives and strategies in a more comprehensive way and that would help identify who should be in the room in regard to those conversations. The hope is that the document would be shared with all stakeholders to initiate conversations within their respective groups and, subsequently, be brought back to College Council for additional dialog regarding the strategies we can discuss to create an approach to tackle the DEI strategies that have been identified.

7. Technology Master Plan

- Scott Snyder, Executive Director of Information Technology Services and Technology Committee Co-Chair presented the first reading of the master plan draft to members.
  - Please see [Technology Master Plan Draft](#) for a detailed overview of the 2020-2025 planning document. It was noted that the Technology Master Plan goals revolve on the functional aspect of information and communication technology. IT has grown and has been embedded in the core operations of all organizations, including higher education. The plan's objectives are from the deliberation and discussion among the Technology Committee members, which focused on areas that technology would address a problem or would meet a specific need. The objectives are time-bounded with explicit outcomes. The action items will enumerate the specific activities or projects to meet the objective. In the end, the District meets the objective when all action items or projects have been completed. The Technology Committee is the primary driver in developing the Technology Master Plan. In adhering to the collegial governance process of the District, the plan is to go to the College Council for a second reading and endorsement before the final step of being approved by the Board of Trustees.

8. Heard it Through the Grapevine / Looping / Suggestions for Future Topics

- **Comment:** Faculty Senate approved the Guided Pathways Degree Mapping Template at their November 4 meeting.
- **Comment:** General registration for the 2021 spring semester begins on Monday, December 7, with priority registration starting on Monday, November 23.
- **Comment:** A Budget Forum to provide a budget status update is being planned with the anticipation of an early December tentative time frame. More information to follow.
- **Comment:** Greg Bonaccorsi has been re-elected as a continuing member, and Rakesh Sharma and Lance Kwan have been elected as new members of Ohlone's Board of Trustees. They will be seated at the December Board meeting.
- **Comment:** All are encouraged to look at and solicit feedback from their constituency groups regarding the Community Agreements information shared by Mark and Maggie; the Administrative Procedures information presented; and the Technology Master Plan.

ADJOURNED: 4:25 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

DRAFT