

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

College Council Meeting Minutes
May 10, 2021

APPROVED

MEMBERS PRESENT: Chris Dela Rosa Marco Escalante
Delphyne Rollins Mark Young
Eric Bishop Mike Leib
Ghada Al-Masri Milton Lang
Jeff Roberts Samir Abboud
Katherine Michel Shairon Zingsheim
Krina Shah Sheryl Einfalt
Larissa Favela

MEMBERS ABSENT: James Keogh Sabrina Panjwani
Jennifer Zhou Susan Myers
Matthew Ng Tony DiSalvo

OPEN MEETING:

1. Roll Call

Approval of the April 26, 2021 College Council Minutes

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

2. Equal Employment Opportunity (EEO)

- Shairon Zingsheim, Vice President of Human Resources and Training, and Teresa Massimo, Communication Studies Faculty and EEO Co-Chair, presented the second reading of the Nine Multiple Methods.

MOTION: Moved/EINFALT; Second/AL-MASRI to endorse the [2020 – 2021 Multiple Method Allocation Model Certification Form](#) as is. The motion was approved by all members present.

3. eCampus

- Andrew LaManque, Executive Dean of Academic Affairs and the Newark Center, presented an [eCampus update](#).
 - It was noted that the Peer Online Course Review (POCR) has 14 aligned courses, including ENGL-130 and HLTH-101. All 14 courses have met and exceeded the California Virtual Campus-Online Education Initiative (CVC-OEI) peer review process standard. The goal is to have 40 to 50 online courses within the next few years. Faculty Senate has endorsed the idea of having the Distance Education (DE) committee begin developing a process for local voluntary review. The eCampus work is largely centered around communicating best practices for faculty. The eCampus team is also collaborating with many around the College campus to support our online students; offering information sessions for online student success and online video repository. The team is trying to identify a way to institutionalize and incorporate these collaborations into an onboarding session. There are a few planned Professional Development activities this summer that consist of summer courses and summer camps. The DE committee

recommends to have a proactive approach to include DE Addenda on all course proposals and to have approval for Fully Online in the event of an Emergency Only (FOEO). These items will go before the Curriculum Committee and Faculty Senate in Fall 2021.

4. Guided Pathways

- Larissa Favela, Communication Studies Faculty, College Council member, provided a brief [Guided Pathways update](#).
 - It was noted that Guided Pathways (GP) has been actively planning for the 2021-2022 Academic Year. A campus fall retreat is tentatively scheduled for Friday, September 24. GP plans to launch and implement its Interests Areas (IA) at a larger scale that include LCW workshops; website content; catalog content; and IA specific support and wrap around services. GP also plans to revise department information to ensure students are provided with consistent messages that align with courses, degrees and departments of the identified IA. In fall, GP will launch IA icons and will seek feedback from the College community. Various groups and committees will be provided suggestions on how to integrate and implement GP principles. The committee would like to encourage everyone to participate in the [GP Survey](#) to help identify how GP can better serve the campus in the upcoming academic year.

5. Commencement

- Milton Lang, Vice President of Student Services, provided an update on the 2021 Commencement Ceremony.
 - It was noted that as of Monday, May 10, approximately 214 students had RSVP'd for graduation. An informational email will be sent to all faculty and staff who have registered to participate in the 2021 Commencement Ceremony. The email is to contain the ceremony schedule and other specific details in regard to parking, screening stations, and participant roles.

6. IEPI-PRT

- Chris Dela Rosa, Vice President of Administrative and Technology Services, presented a brief update on the Institutional Effectiveness Partnership Initiative (IEPI).
 - It was noted that the College is progressing well in implementing the proposal into the five areas of focus: Staffing Plan, Enrollment Management, Resource Allocation Model, Participatory Governance, and Integrated Program & Services Review. Most of the work involved will be conducted over the summer session. Many faculty members have volunteered to assist with the work needed. An update of what was accomplished during the summer will be provided to College Council in September 2021.

7. IIOs

- Chris Dela Rosa, provided an informational update on the [2021-2022 Institutional Improvement Objectives](#) (IIOs).
 - It was noted that the 2021-2022 IIOs were endorsed and approved by the Budget Committee on Tuesday, May 4. The IIOs are based on the prioritization of each division's Program Improvement Objectives (PIOs). The Executive team identified the PIOs that aligned with the institutional efforts and then collected similar PIOs and a devised a theme for the IIO and the funding source for each. The IIOs are grouped into five themes: Institutional Marketing, Outreach, and Advertising (\$50,000); Supporting Instructional Improvements (\$280,900); Supporting Student Success (\$1,700); Supporting College Infrastructure and Processes (\$140,000); and Supporting Enrollment (\$75,000). In summary, the total IIO funding for the year is approximately \$542,760, these funds come from different funding sources. Supporting Instructional Improvements is the primary objective if the College.

8. Q3 FY 2020-2021

- Chris Dela Rosa, presented the third quarter financial report update.
 - Please see [Q3 FY 2020-2021 Financial Report](#) for a complete financial report update ending March 31, 2021. It was noted that the third quarter financial report was endorsed by the Budget Committee on Tuesday, May 4, and will be going to the Board of Trustees on Wednesday, May 12, for approval. The general fund (GF) revenues outperformed the Governor's January projections and the State received YTD \$16.77B or 13.8% above projections. There was a revenue deficit projection of 2.38% in the first recording period (P1) for California Community Colleges. Even though this is nothing to be alarmed of, the Chancellor's Office and the Department of Finance have advised that a deficit is to be expected because the current revenues do not cover the total budget allotted for California Community Colleges. Between February 2021 and June 2021, California Community Colleges are not to receive any revenue from the state due to deferrals. Colleges are owed an IOU and are to receive that money on a future date. In April 2021, the College submitted a FTES of 7,522 but has budgeted a FTES of 8,240. The FTES for FY 2020-2021 will include Summer 2020, Fall 2020, Spring 2021, and Summer 2021.

9. Budget Committee

- Farhad Sabit, Executive Director of Business Services and Kim Stiles, Nursing Faculty, and Budget Committee Co-Chairs, provided an update on the Budget Committee.
 - Please review [Budget Committee Annual Report](#) for a detailed overview on the committee activities. The Budget Committee serves as a sub-committee to College Council whose purpose is to enable comprehensive, collaborative, and public evaluation of the College annual financial planning process and resource allocation. The committee goals are listed below.
 - Review, recommend, and participate in the process of planning and developing the annual budget.
 - Ensure integration of financial planning and district strategic planning through the program review process.
 - Endorse and recommend the annual budget to College Council and the President.
 - Provide an avenue for campus wide dialogue on financial planning.
 - Monitor budget performance and update budget assumptions

10. Return to campus

- Shairon Zingsheim presented this topic.
 - Please review [Return to Campus Status](#) for the latest campus activities. It was noted that the COVID-19 related meetings are ongoing between the Return to Campus committee, Chairs, and the Executive Team. Efforts to improve communication amongst the College continue. A 'Thank You Breakfast' was held for Ohlone's Essential Workers on April 27. The Open House W.O.W event was held on Saturday, May 8. A live Piano Recital is scheduled for Tuesday, May 18. The 2021 Drive-Thru Commencement Ceremony will be held on Friday, May 21. The Foundation 2021 Drive-Thru Scholarship Awards Ceremony will be held on Wednesday, May 26. Student Services staff have begun returning to campus and will continue until Monday, May 17. The office of Academic Affairs will begin transitioning onto campus beginning on Monday, June 7, followed by PIO/Community Education/Foundation on Monday, June 21. Hopes are to have staff back by Monday, August 16. Discussions have begun surrounding the Newark Campus summer plans; face-to-face library and tutoring services; mental health support accessibility on both campuses; and logistic planning for Spring 2022.

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

- **Comment:** Saturday's Open House was a great day for Ohlone. I have been here for 12 years and we wanted to do something that shows off our college and Melissa's team was able to pull it off in about two weeks. Absolutely amazing. Congratulations to Melissa and her team.
- **Comment:** Thank you. The team worked really hard and I am really proud we were able to do this for the campus. We had many helping hands to make this come together, so thank you to all those who volunteered. Definitely a team effort. We had 301 individuals attend the Open House from the 384 registered. Overall a great turnout. We look forward to having more events like these.
- **Comment:** ASOC will be hosting the first ever Student Leaders Award Ceremony on Wednesday, May 26. This is a way to thank our student leaders and acknowledge what they have done during this pandemic. They definitely helped our students with their transition into online Zoom environment. It is really important to really put forth our time and effort for them, this year and in the upcoming years as well. Lastly, I would like to say that it has been a pleasure serving as a student on this committee. This experience has been very instructional and being the face of the student body has been the best part. Thank you so much for always supporting ASOC and supporting us as students.
- **Comment:** You have served Ohlone well. You have been a great student voice who truly advocated for students. Thank you for your leadership and boldness. We appreciate you and wish you well.
- **Comment:** I would like acknowledge those members who have served on College Council and will no longer be part of College Council beginning in fall. Thank you, Katherine Michel. Dr. Janice Jones will occupy her seat as a full-time faculty representative. Thank you ASOC President, Krina Shah, much success in the next phase of your academic achievements. Kenneth Bui, will occupy her seat as student representation – welcome to College Council. We are also losing Matthew Ng on the administrative side. Dr. Bishop is currently working with DDAS to identify someone to fill that vacancy. Lastly, we continue to solicit someone from SEIU in addition to Marco Escalante. A huge thank you to everyone's tremendous contribution this academic year.

ADJOURNED: 4:40 pm