

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

College Council Meeting Minutes
June 08, 2020

APPROVED

MEMBERS PRESENT:	Gari Browning Milton Lang Chris Dela Rosa Matthew Ng Larissa Favela Katherine Michel Jennifer Zhou	Tony DiSalvo Shairon Zingsheim Darline Gunsauls Terry Exner Sheryl Einfalt Jeff Roberts Delphyne Rollins
MEMBERS ABSENT:	Mike Leib Sabrina Panjwani James Keogh Shawna Lujan	Krina Shah Jesse MacEwan Ben Peralta

OPEN MEETING:

1. Roll Call

Approval of the May 11, 2020 College Council Minutes

The minutes were approved by all members present.

2. Board Meeting Update

- Gari Browning, President/Superintendent and College Council Co-Chair, updated the members on the most recent Board of Trustees meetings.
 - On April 27, the Board held a workshop on Ethics and Conflicts of Interest. The Board held its regular meeting on May 13 with two proclamations related to COVID-19. One was denouncing anti-Asian sentiment and the other was emphasizing our commitment to students during the pandemic. They also heard a report on Information Security and had their first readings of the Strategic Plan and EEO Plan. On May 22, the Board held a workshop addressing bias in hiring. And on June 3, the Board held a workshop on the May Revise. This was in preparation of the 2020-2021 Tentative Budget that is scheduled to be presented at the June 10 Board Meeting.

3. EEO Plan

- Shairon Zingsheim, Vice President of Human Resources and Training, presented the Equal Employment Opportunity Plan for second reading and endorsement.
 - It was noted that the 2020-2023 EEO Plan had been updated since the first reading based upon the input received from Council Members. Please see [the Equal Employment Opportunity 2020-2023 v2](#) for the updated plan overview. The Policy statement now recognizes the stronger stand that is required to make sure our commitment to diversity, equity, inclusion and respect is truly conveyed. The Policy Statement also states that we must confront issues directly and openly, actively find solutions, and hold ourselves and others accountable. Additionally, the plan includes how we can connect more with our alumni base related to community college employment.

- **Question:** On Plan Component 16, is there a reason why faculty names are not stated? It would be a great way to show recognition to those who are being referenced. **Answer:** I agree, I will make that change!

MOTION: Moved/EINFALT; Second/ FAVELA to endorse the 2020-2023 Equal Employment Opportunity Plan. The motion was approved by all members present.

4. Budget Committee Update

- Kim Stiles, Co-Chair of the Budget Committee, presented the annual Budget Committee update.
 - Please see [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.
 - **Comment:** In terms of your goals and/or priorities, we ask that the committee provides their input into the PIO/IIO process to make sure the timeline/process aligns with the budget process. This will help ensure the integration of financial planning with the district's strategic planning. I would like to also thank Kim and Farhad for their hard work. They received a commendation from Accreditation. Great job and Congratulations! **Comment:** Thank you and if anyone is interested in the Budget Committee Membership, there are currently six vacancies: 2 FT faculty, 1 PT faculty, 2 CSEA and 1 SEIU staff member. All are welcome!

5. Q3 FY 2019-2020

- Farhad Sabit, Executive Director of Business Services, presented an update for the third quarter Financial Report that ended on March 31, 2020.
 - Please see [Q3 FY 2019-2020 Financial Report](#) for a detailed overview of the third quarter financial update. It was noted that there was a total net reduction in Fund 10, primarily due to UFO contract negotiations, emergency response and other operating costs. The Federal Stimulus CARES Act allocated \$2.6 million for direct grants to students and institutional grants. It was also noted that this report had already been endorsed by the Budget Committee and accepted by the Board of Trustees. A final financial report from the state is set to be provided on June 30, 2020, and it will be reflected on the College's Q4 FY 2019-2020 Financial Report Update.

6. Tentative Budget FY 2020-2021

- Farhad Sabit, presented the tentative budget for fiscal year 2020-2021.
 - Please see [2020-2021 Tentative Budget](#) for a detailed overview on Ohlone's tentative budget. It was noted that due to the economic slowdown and uncertainties during the months of January to May, the State Budget went from a \$5.6 billion surplus to a \$54 billion deficit. The significant changes made to the State May Revision impacted California Community Colleges and the Ohlone budget. It was mentioned that Hold Harmless funding is extended to 2023-2024 and that the state budget benefits will be offset by an 8% apportionment reduction, no COLA between 2020 and 2022, apportionment deferral and other adjustments. These adjustments have been incorporated into Ohlone's current 2020-2021 tentative budget. Once the state adopts its final

budget, typically by June 30, the College final budget is finalized and presented to the Board of Trustees in September.

- **Question:** Where does the cost of ownership and/or building maintenance come from?
Answer: The cost of ownerships come from two budgets: general fund and facilities.
Question: I saw a big shortfall relating to this year's Career Center fund versus two periods ago. Is this because of Strong Workforce cuts? **Answer:** Honestly, I am not sure. I do understand that Strong Workforce does provide some support to the Career Center but I do not know the full details. I would need to have a closer look. **Question:** If we are in Hold Harmless, the state will make up the difference between what we make in the Student-Centered Funding Formula and what we would have made in our base line. Does that mean as we increase our metrics, would that decrease the amount the state would give us? And does that mean by adding classes, would that increase our expenses but not necessary increase our revenue? **Answer:** Yes, your understanding is correct. In the short run, if our classes grow, our funding does not change based on the Hold Harmless funding but the expenses would increase. However, if we do not grow, this impacts us when Hold Harmless funding goes away. We should be striking a balance in terms of how to proceed in growth but at the same time, being conscious about expenditures.

7. Request for Taskforce Creation: Enrollment and Success Management Taskforce

- Milton Lang, Vice President of Student Services and Tony DiSalvo, Vice President of Academic Affairs / Deputy Superintendent presented the Enrollment and Success Management Taskforce updated proposal for discussion and endorsement.
 - Please see [Enrollment & Success Management Taskforce](#) for a detailed overview on the taskforce's proposal. It was noted that the original proposal was moved from an Enrollment and Success Management Committee to an Enrollment and Success Management Taskforce. The purpose of the taskforce is to explore the creation of an educationally and financially sound, data-informed enrollment management plan, with a goal to develop action plans that are directly in alignment with our 2020-2025 Strategic Plan's Vision Statement, Mission Statement and Values.
 - **Question:** I heard IEPI was doing an Enrollment Management Plan, would this group help facilitate that process? **Answer:** Yes, this group could partner with IEPI's effort to make the process smoother. This taskforce can also serve as support to enhance other programs that are impacted by enrollment.

MOTION: Moved/Roberts; Second/ Rollins for the creation of an Enrollment and Success Management Taskforce for the 2020-2021 fall and spring semesters. The motion was approved by all members present.

8. IIO Development Process

- Andrew LaManque, Executive Dean of Academic Affairs and the Newark Center presented the Institutional Improvement Objectives development process and its integration with the Strategic Plan and the PIO process used for fiscal year 2019-2020.
 - Please see [Development of IIOs from 2020-2021](#) for detailed information on the IIO development process. It was recommended that the Institutional Effectiveness Committee use the process as a starting point to create a more permanent process. In fall 2020, IEC will develop a proposal to present to College Council, with an anticipated spring 2021 implementation.

9. Fall 2020 College Council Retreat

- Jeff Roberts, faculty member and 2020-2022 College Council Co-Chair, presented the fall 2020 College Council Retreat agenda topics.
 - It was noted that the fall 2020 College Council retreat is scheduled for Monday, August 24, 2020, tentatively from 9:00am to 2:00pm with its location to still be determined. The agenda will consist

of reviewing the Mission Statement, and include dialogue related to our College Council by-laws, and items that may arise and/or occur over the summer. The agenda's main focus will be to develop action plans in support of the 2020-2025 Strategic Plan goals and objectives.

10. Membership

- Jeff Roberts presented an update on the the fall 2020 College Council membership.
 - It was mentioned that there is a seat available for SEIU and for CSEA. Samir Abboud will replace Terry Exner as faculty representative and two new Co-Chairs have been appointed. Dr. Bishop will replace Dr. Browning and Jeff Roberts will replace Terry Exner.

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

- Dr. Browning and Terry Exner were each provided heartfelt send-offs for their many years of service as Co-Chairs of the College Council. Congratulations Dr. Browning and Terry Exner; thank you for your significant contributions and support.

ADJOURNED: 5:21 p.m.

Spring 2020 Meetings:

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

- ~~January 22 (NC1100, 9 am to 4 pm)~~
- ~~February 10~~
- ~~February 24~~
- ~~March 9~~
- ~~April 13~~
- ~~April 27~~
- ~~May 11~~
- ~~June 8~~

Fall 2020 Meetings:

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

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