

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

College Council Meeting Minutes  
September 13, 2021

APPROVED

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MEMBERS PRESENT:

Chris Dela Rosa	Mark Young
Delphyne Rollins	Mike Leib
Elizabeth Blau	Milton Lang
Eric Bishop	Samir Abboud
Ghada Al-Masri	Shairon Zingsheim
Jeff Roberts	Sheryl Einfalt
Kyle Livie	Tony DiSalvo
Larissa Favela	

MEMBERS ABSENT:

Hara Tsuchiya	Kenneth Bui
James Keogh	Marco Escalante
Jennifer Zhou	Melissa Cervantes

OPEN MEETING:

1. Roll Call

Approval of the May 10, 2021 College Council Minutes

The May 10 minutes were approved by all members present with no abstentions.

2. Administrative Procedure

- Eric Bishop, Superintendent/President, presented the second reading for endorsement of [AP 3507: COVID-19 Vaccination Interim Procedures](#).
  - It was noted that the Board of Trustees approved the passing of [Board Policy 3507](#) on Wednesday, September 8, 2021. AP 3507 establishes the administrative procedures and protocols that implement this policy. Effective Thursday, September 30, 2021, students and employees will be required to be fully vaccinated against COVID-19 unless approved as exempt due to verified medical or religious reasons. Those who do not receive a COVID-19 vaccination may be subject to other safety measures.

**MOTION:** Moved/LIVIE; Second/AL-MASRI to endorse AP 3507 as is. The motion was approved by all members present.

3. Return to Campus

- Shairon Zingsheim, Vice President of Human Resources and Training, and Robert Moore, COVID Project Manager and Return to Campus (RTC) Chair, presented this topic.
  - Please review [RTC Update](#) for a COVID-19 data overview. It was noted that the College is committed to protecting the health and well-being of students, faculty, staff, and administrators. The College continues its efforts complying with the Alameda County, Centers for Disease Control and Prevention, and Cal/OSHA's regulations. The goal is to work towards the safe resumption of increased on-campus learning, working, and other activities.

#### 4. Learning College Week (LCW)

- Rebecca Ozoa, Business Administration Faculty and Faculty Professional Development Committee Chair, presented a brief overview surrounding the fall semester's LCW activities held between Monday, August 23 and Friday, August 27, 2021.
  - Please review [2021FA LCW](#) for a complete LCW update. It was noted that during LCW, there were over 50 offerings and over 70 facilitators. The lowest number of attendances currently recorded were 7 with the highest of 320. Anecdotally, 2021FA LCW appeared to have had the greatest participation compared to previous semesters. The committee would like to encourage everyone to participate in debrief sessions to solicit feedback:
    - [College Council Feedback Document](#)
    - [Monday daily evaluation](#)
    - [Tuesday daily evaluation](#)
    - [Wednesday daily evaluation](#)
    - [Thursday daily evaluation](#)
    - [Friday daily evaluation/LCW overall evaluation](#)

#### 5. Facilities Master Plan (FMP)

- Chris Dela Rosa, Vice President of Administrative and Technology Services, presented this item.
  - Please review [2022-2032 FMP](#) for a detailed overview of the document planning timeline. It was noted that in 2012, Ohlone designed the District Facilities Master Plan (DFMP) document, to present the College's educational program needs into a series of site and facilities recommendations. The plan included the analysis of existing conditions, the qualification of planning data to forecast projected space needs, facilities planning principles to guide development, and the identification of site and facilities for both Fremont and Newark campuses; serving as the District's planning roadmap. Every ten years, accreditation requires that a new Facilities Master Plan is created or updated to assist in the College goals for the next ten years. The FMP also assists with identifying and prioritizing funding needs for capital improvement and financing development options. The planning process will include the collection of input from various internal constituency groups during the fall semester, including a campus-wide Zoom forum in November. Input will also be solicited from external constituency groups. The goal is to create a Master Plan that meets the needs of all served in the District. The updated document is scheduled to begin its endorsement process in Spring 2022.

#### 6. Accreditation Visit

- Anthony DiSalvo, Vice President of Academic Affairs / Deputy Superintendent, provided an Accreditation update.
  - It was noted that the follow-up report timeline that was shared during the February 22, 2021, College Council meeting is progressing as planned. The final endorsed follow-up report was submitted to ACCJC on September 7, 2021. The Accrediting Commissioners have received the report and have scheduled the virtual follow-up visit for Monday, October 18, 2021. During their visit the ACCJC team will interview various individuals who are key in Distance Education and also do a random sample of 50 classes from the 2021 Spring Semester. A notification will be sent to those whose courses have been selected by the ACCJC team in advance. Lastly, in January 2022, ACCJC will announce their findings for colleges who had compliance findings and those went through a full accreditation. The goal is reaffirming accreditation for the duration of the rest of the term.

#### 7. IEPI-PRT

- Chris Dela Rosa, provided a brief update on the Institutional Effectiveness Partnership Initiative (IEPI).
  - Please review [IEPI-PRT](#) for status updates on each of the five areas of focus. It was noted that the IEPI-PRT team's first virtual visit was October 12, 2020, where they met with College representatives from across various constituency and functional groups to assist with the areas

of focus the College had asked assistance for. The second visit, on November 30, 2020, the team provided more defined explanations on the Summary of Initial Visit (SIV) and revisited the Menu of Options (MOO) provided. The team is scheduled for their third and final virtual visit on Thursday, September 23, 2021. During this visit, the team will review how the College is progressing in implementing the five areas of focus: Staffing Plan, Enrollment Management, Resource Allocation Model, Participatory Governance, and Integrated Program & Services Review, into the Institutional Effectiveness (IE) Plan. However, if the visiting team finds that there has been no significant progress in any of the areas of focus, they will then suggest a fourth visit to focus on those in need of assistance. The College has been provided one-year from December 2020, to prepare and complete the IE Plan. Therefore, beginning December 2021, each area of focus team will present at College Council and Faculty Senate, to begin the endorsement process.

8. Budget Update

- Chris Dela Rosa, presented an update on the fourth quarter financial report and the final budget for fiscal year 2021-2022.
  - It was noted that the report and final budget have been endorsed by the Budget Committee and gained approval by the Board of Trustees on Wednesday, September 8, 2021. Please review [Q4 Financial Report](#) for a detailed overview of the fourth quarter financial report and [FY2021-2022 Final Budget](#) for an overview of the 2021-2022 fiscal year final budget.

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

- No items were shared.

ADJOURNED: 4:33 pm

**Fall 2021 Meetings:** *Via Zoom, Mondays at 3:00 – 4:30 p.m. (unless noted)*

- ~~August 16~~ — Retreat - Canceled
- ~~September 13~~
- September 27
- October 11
- October 25
- November 8
- November 22
- December 6