

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

College Council Meeting Minutes
October 25, 2021

APPROVED

MEMBERS PRESENT: Delphyne Rollins
Eric Bishop
Elizabeth Blau
Ghada Al-Masri
Herbert English
James Keogh
Jeff Roberts
Kenneth Bui

Kyle Livie
Larissa Favela
Melissa Cervantes
Samir Abboud
Shairon Zingsheim
Sheryl Einfalt
Tony DiSalvo

MEMBERS ABSENT: Chris Dela Rosa
Hara Tsuchiya
Jennifer Zhou

Marco Escalante
Mike Leib

OPEN MEETING:

1. Roll Call

Approval of the October 11, 2021 College Council Minutes

The October 11 minutes were approved by all members present with no abstentions. Members Favela and Keogh joined meeting after approval of minutes.

2. New Ex-Officio Member

- Mr. Herbert English was introduced as Interim Vice President of Student Services and new ex-officio member of College Council.

3. COVID Safety Team

- Shairon Zingsheim, Vice President of Human Resources and Training, provided a campus status and operations update.
 - Please review [CST update](#) for a detailed overview of the latest campus operations. It was noted that 100% of classified and management staff are back on campus. The goal is to have all faculty and staff fully vaccinated by spring to permit a safe return for all. Being a fully vaccinated campus would allow the College to relax social distancing, increase student and employee services, and classroom capacities. The COVID Safety Team (CST) will begin returning building and classroom spaces back to pre-pandemic levels, during December in preparation for the spring 2022 semester. On Monday, October 25, the College began relaxing a few COVID-19 campus protocols.

4. Strategic Plan

- Mike Bowman, Executive Dean of Research and Planning, and ALO, presented the 2020-2025 Strategic Plan annual assessment template.
 - Please review [20-25 SP Annual Assessment](#) for a complete overview of the assessment documentation tool. It was noted that the Strategic Plan is assessed annually to ensure progress on the plan's implementation and to revise its objectives and strategies as necessary to keep the plan current and the goals on path for completion. Assessments are to include current and relevant data, and the conclusions reached must reflect a thoughtful analysis of the data. Action plans must be addressed for implementation, progress, and effectiveness, and the action plans should be revised as necessary, either because they are not reasonably effective or they have been completed and new action plans need to be created and implemented to continue progress toward meeting the objective and fulfilling the goal. The annual assessment timeline reflects the following:
 - **October 2021** | Review and revisions to action plans
 - **November to December 2021** | Responsible parties collect data, analyze findings, complete assessment of objectives and action plans; new action plans are proposed
 - **January 2022** | College Council retreat: Assessments are shared, discussed, addressed; objectives affirmed or revised

The 2020-2025 Strategic Plan coordinators are to receive a template to help assist with addressing items in the strategic plan's first year annual assessment.

5. IEPI – Integrated Program and Services Review

- Alison Kuehner, English Faculty and Andrew LaManque, Executive Dean of Academic Affairs, presented the first reading of the [Program and Services Review \(PSR\) template](#).
 - It was noted that the Program and Services Review template has already been endorsed and approved by Faculty Senate. The template is a sample, provided in [AP 3250: Institutional Planning and Program Review](#), which is also undergoing revisions. The key considerations for the template are that it is easy to understand, requires short responses, assesses strengths and weaknesses, and allows for relevant alternative formats. Each year, the PSR template questions will be reviewed and approved by Faculty Senate and the Institutional Effectiveness Committee (IEC) to help address any inquiries from the Research Office. The Program and Services Review template will be presented as a second reading and consideration for endorsement at the November 8, 2021 College Council meeting.

6. Spring 2022 Learning College Week (LCW)

- Rebecca Ozoa, Business Administration Faculty and Faculty Professional Development Committee Chair, presented an update on the [Spring 2022 LCW Planning](#).
 - It was noted that the Professional Development (PD) committee is still assimilating much of the feedback received from the Fall 2021 LCW activities. Positive feedback and other recommendations are being taken into consideration and being implemented in the planning phases for spring. The forthcoming LCW will be from Tuesday, January 18, to Friday, January 21, possibly in a hybrid modality. The PD committee will present at Faculty Senate in November to provide an outline of the Spring 2022 LCW framework and to provide an opportunity for feedback from its constituents. A call for proposals will also be sent in November. The goal is to provide faculty and staff a tentative Spring 2022 LCW draft schedule by the end of the fall semester.

7. MyOhlone

- Scott Snyder, Executive Director of Information Technology Services and Technology Committee Co-Chair, presented an update on a project that IT Services has been working on district wide.
 - Please review [WebAdvisor to MyOhlone migration](#) for a detailed overview of the background and planned timeline of the important phased project. It was noted that WebAdvisor will no longer be supported by the College's ERP vendor, Ellucian, by June 2022. IT Services has worked with other functional areas to create the new digital platform for students and staff. MyOhlone is tentatively scheduled for release to students on November 1, 2021. It will provide students the opportunity to become familiar with its features prior to the Spring 2022 registration on November 22, 2021. Some student features include:
 - Searching and Registering for Classes
 - Viewing Grades
 - Requesting Transcripts
 - Enrollment Verification
 - Student Planning
 - Viewing and Paying Fees
 - Financial Aid

Note, once students and staff are migrated to MyOhlone, they will no longer be able to access WebAdvisor. Training resources will also be available.

8. Campus Policing / Safety Forums

- Melissa Cervantes, Executive Dean of Equity, Inclusivity and Campus Diversity, and Guided Pathways Co-Chair, presented this item.
 - It was noted that the College will host four forums for its different campus constituency groups to gather and discuss campus safety and security. The goal is to create spaces that allow honest and frank discussions in any one space. The forum schedule reflects the following:
 - Faculty Forum | Friday, October 29 | 10:00 - 11:30 am | [Zoom Link](#)
 - DDAS Forum | Tuesday, November 2 | 9:00 - 10:30 am | [Zoom Link](#)
 - Classified Forum | Monday, November 8 | 1:00 - 2:30 pm | [Zoom Link](#)
 - Student Forum | Tuesday, November 9 | 2:00 - 3:30 pm | [Zoom Link](#)

9. Wheelhouse Survey Informational Update

- The item has been postponed.

10. Housing Feasibility Study

- Eric Bishop, Superintendent/President and College Council Co-Chair, presented this item.
 - It was noted that Scion Advisory consultants have been hired to assist with a Student Housing Feasibility Study. The consultants will be working on gathering information needed to assess market demand and will join College Council on October 8, to collect additional information and feedback from members as part of the study. With the support of the Board of Trustees, the College will be applying for a state housing grant that will help aid much of the cost towards the student affordable housing initiative.

11. Board Brief

- Eric Bishop, updated the members on the on the most recent Board of Trustees meeting.
 - The Board held its regular meeting on October 13, where three proclamations were passed: Domestic Violence Awareness Month; Filipino American Heritage Month; and National Disabilities Awareness Month, along with the approval of two resolutions: Support of Afghan

Refugees and the People of Afghanistan; and Supporting the Build Back Better Agenda and the Infrastructure Jobs Act. The Board removed the Ohlone College Emergency Declaration; received the findings of the Wheelhouse Report on Race & Implicit Bias; provided their support on the submission of a Student Housing Grant application through SB 169; approved Memorandum of Understandings with classified professional bargaining units CSEA & SEIU; approved the agreement between the district and the United Faculty of Ohlone (UFO); approved the ASOC 2021-2022 Budget; approved a call for Request for Proposals for Food Service Operations in the Student Center (Bldg. 5); and lastly, approved the hiring of Katelyn Bui, Science Laboratory Technician and Diana Guerrero-Ayala, Senior Admissions & Records Specialist.

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

- No items were shared.

ADJOURNED: 4:30 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