

CALL TO ORDER

President Moore called College Council to session at 2:07 p.m. in Microsoft Teams.

ATTENDEES

Council Members Present: Mary-Rita Moore, Humberto Espino, Michael Flaherty, Jasmine Garcia, Michael Henson, Lakedra Love, James Malarski, Vezire Osmani, Susan Rohde, Purva Rushi, Kurian Tharakunnel, Shelley Tiwari.

Council Members Absent: Ray Porcayo.

Others Present: Sandra Berryhill, Susan Campos, Mary Casey-Incardone, Raquel Cotuno, Jennifer Davidson, Jean Dugo, Frances Figg, Kayla Gagliardi, Denise Jones, Jodi Koslow Martin, Lauren Kosrow, Jacqueline Lynch, Javier Martinez, Hilary Meyer, Marylou Murphy, Melanie Olivera-Jones, Gretchen Reyes, David Rodriguez, Michael Rogers, Derek Salinas-Lazarski, Adrienne Thomas, Norma Villasenor, Brenda Jones Watkins, Linda Wilkins.

APPROVAL OF MINUTES

Dr. Flaherty made a motion to approve the minutes of the December 13, 2021 College Council meeting, seconded by Dr. Tharakunnel. The motion carried unanimously.

HOT TOPICS

None.

OPERATIONAL ASSEMBLY

Dr. Tharakunnel reported that the group met on January 18 and provided the following highlights. Student Affairs reported that the new student success management system, CRM Advise, is being launched this semester and includes a new retention system available for faculty. Also, the library has moved to a single sign-on for catalog and resource access, both on campus and remote. Diversity reported that Kaleidoscope Group held three DEI trainings at the Spring Faculty and Adjunct Faculty Workshops focused on inclusive teaching and learning and will offer customized training to other employee groups this semester. Guided Pathways is planning a possible retreat this spring to discuss student success initiatives, institutionalizing Guided Pathways processes, and finalizing their recommendations. Research reported that the Fall 2021 Fact Sheet has been updated and is available on the website. Also, the Student Right to Know was updated with compliance activity as required. The Fact Book is being updated and will be finalized in the next couple of weeks.

President Moore asked if there was a visual presentation on retention alert that might be helpful for College Council. She also discussed phishing emails that have been received lately and asked if something could be presented to increase awareness of how to handle such emails. Dr. Tharakunnel will bring these questions to Operational Assembly and report back to Council.

ACADEMIC SENATE

Dr. Flaherty reported that Senate does not meet in August. This semester's meetings will be held on the second Tuesday of the months of February, March, April, and May.

STUDENT SUCCESS – GUIDED PATHWAYS PILLAR THREE UPDATE

Ms. Tiwari, along with Deans Hilary Meyer and Derek Salinas-Lazarski, provided an update on Guided Pathways Pillar 3 – *Stay on the Path* – as follows. Pillar 3 Year 1 goals are: to pilot implementation and training of CRM Advise, reevaluate and redesign the processes for scheduling of classes, and redesign academic support structures. CRM Advise was successfully launched this semester. A screenshot of a retention alert was shown and it was explained how faculty can use the system for whatever alert is applicable, add notes, and then the alert is sent to the appropriate team. Retention alert is managed by Christina Hunt and is customized to our students' needs. Scheduling across the college is being studied, and there are some areas for improvement, with inconsistencies, manual systems, and departmental siloing found. Data has been collected and best practices built, with key areas being focused on at this time: creating a unified course scheduling process, creating a grid system on which courses could be scheduled, and wait-listing. For the goal of redesigning support structures, a discovery inventory was completed of the college's current structures, and next steps include student focus groups being held based on the Fall 2021 Check-In Survey, and then tiered recommendations will be presented to the President's Cabinet.

President Moore asked, now that students are identifying a program of study, what the steering committee is considering to fortify the identity of these groups and engage them as a collective group. Ms. Tiwari responded that the committee will look to bring this in the future.

OLD BUSINESS

STRATEGIC PLAN 2ND QUARTER UPDATE

Dr. Rushi and Dean Jennifer Davidson provided the following update on the Strategic Plan.

Goal 1: *Assume quality and innovation in teaching and learning to increase student recruitment, retention, and completion.* To strengthen instructional engagement across courses, embedded peer mentoring was piloted in identified course sections, twelve Center for Teaching Excellence sessions showcased best practices to over 100 participants, six faculty and five adjunct faculty completed cohorts. A framework for short videos showcasing best practices of student engagement and innovative teaching methods was created and will be sent to faculty of the year winners. To develop courses, degrees, and certificates in a variety of formats, three new credit certificates, six new credit courses, and five new non-credit courses were approved in the fall. Two feasibility studies were requested, and course and curricula development process documents were updated.

Goal 2: *Cultivate a diverse, equitable, and inclusive work environment that fosters employee engagement to support students.* The Kaleidoscope Group presented three DEI workshops at the Spring Faculty and Adjunct Faculty Workshops on inclusive teaching strategies. A new "Shared Value" award was created and nomination forms will be available on February 1.

Employee social events will be held monthly throughout the year. A DEI audit was conducted on Human Resources Board Policies and updates will be recommended.

Goal 3: *Strengthen the College's relationships with the community and prepare students to enter the local workforce.* To bring district high school students on campus, two events are planned: A Celebration of Arts, and Youth Leadership Conference, to be held this spring. To prepare students to enter the workforce, a series of Career Panels were developed for FY 22. Health Careers and Computer Information Systems panels were held this fall, and scheduled for the spring are Hospitality Industry Administration, Business & Accounting, and Science.

Dr. Rushi mentioned that all updates are available on the Strategic Planning portal site.

NEW BUSINESS

None.

NEXT MEETING

The next meeting of College Council is scheduled on February 21, 2022 from 2 to 4 p.m. Whether the meeting is to be in-person or virtual is to be determined.

OTHER

None.

ADJOURNMENT

Dr. Flaherty made a motion, seconded by Ms. Tiwari, to adjourn the meeting. College Council was adjourned at 3:00 p.m.

/sp