



COLLEGE GOVERNANCE COUNCIL MINUTES

Wednesday, January 24, 2024
Honeychurch Boardroom
3:00 – 4:00 PM

1. Call to Order/Land Acknowledgement

The meeting was called to order at 3:01 PM with a reading of the Land Acknowledgement Statement. Superintendent-President Dr. Celia Esposito-Noy presided.

Roll Call

Members Present: Rhuenette Alums (Minority Coalition), Shanan Danley (Minority Coalition), Joshua Scott (Faculty), Erin Farmer (Faculty), Dean Sandy Lamba (Administration), Rei Leal (Classified/CSEA), Jeff Lehfeldt (Classified/Local 39), Oscar Gonzalez (Classified/Local 39 Alternate), Diana Solis (ASSC)
Absent: Sal Abbate (Administration)

Advisory Members Present: S-P Celia Esposito-Noy, VP Jon Cornelison, VP David Williams, VP Lisa Neeley, Dean Nathan Rexford
Absent: VP Susan Wheat

Others Present: Claire Gover (Secretary)

2. Approval of Agenda

Agenda was approved as presented.

3. Approval of Minutes

The draft minutes of December 13, 2023 stated the S-P job opening will post until January 8, 2024. The correct end date is January 28, 2024. The minutes of December 13, 2023 were approved with this correction.

4. Public Comment

There were no comments from the public.

5. Superintendent-President Update – S-P Esposito-Noy

- a. Enrollment update: Our Spring enrollment is strong with FTES higher than past years. There are still openings in late start classes, so please encourage students to enroll. Enrollment at our Vacaville and Vallejo Centers is above 1000 FTES which qualifies the District to maintain center funding.
- b. Student Housing: The state suspended funding to community colleges for student housing, so we have not continued with this project. There is an interest in building ADUs (accessory dwelling units) on campus. However, the units would have to be manageable and affordable.

- c. Spring Hiring: We have been busy with hiring 7 faculty positions and 3 dean positions (Counseling, AT&B, and Academic Support Services). We will also be hiring a Director of Juvenile Justice Programs which will be categorically funded position that will not affect our 50% Law.
6. Spring Technology Updates – VP Cornelison
- a. IT has responded to a high number of HelpDesk tickets for a wide range of staff and student technical issues. (These are separate from DE or Research/Planning tickets)
 - b. We are upgrading our wireless network infrastructure with 109 new antennas and outdoor access points and 313 new indoor access points.
 - c. One of our Bond projects is the modernization of Building 1400. We are installing new a speaker system, projector and screens to what is known as the “back half of the cafeteria”. For big events, the screens can display a presentation simultaneously. When the room is divided, different presentation set-ups will be possible. Installation and construction are being done with minimal student impact on use of the space. Estimated completion is late April/early May, depending on receipt of equipment.
7. Student Services Update – VP Neeley
- a. General Updates. Recognition was given to those who were involved carrying out a very successful Spring convocation. Student Services as a whole has assisted a great number of students through in-person, virtual and drop in appointments, phone calls, and Chrome book distribution. Our NextUp Program, under the guidance of Financial Aid Dean Patrick Scott and Darah Macaraeg, has helped 40 new students register for Spring. One student is already on the waitlist for Fall 2024. Denise Martinez is going to be creating a Cultural Planning Committee. Our events calendar for February will be ready soon. Christina Rodriguez will be putting together a Basic Needs Center Advisory Committee which will include community partners such as SparkPoint and the food bank.
 - b. Dean Nathan Rexford gave a Strategic Plan presentation (see attached). Nathan will provide this group with a one-page summary on integrated strategic planning and the various ways in which people can provide input so that it is not overwhelming for those participating in the process. We want to ensure that while we are all working in various capacities, we are working towards the strategic plan. The CGC will provide oversight of the planning framework and central document.
A handout was distributed - Vision 2030, Level 3: Advancing the Goals and Strategic Directions through Actions and Activities. Our Strategic Plan must be aligned with Vision 2030 and it will be a guiding resource for us to measure our own efforts.
8. Academic Affairs Update – VP Williams
- a. Board Policy Review / 6000 Series (1st Reading). Review of board policies are required on a regular interval. The following Board Policies in the 6000 series were adopted or revised in 2017 or prior and were presented for renewal only. No changes are recommended at this time.
 - 6000 - Course Repetition
 - 6020 - Open Enrollment in Course
 - 6021 - Multiple and Overlapping Enrollments
 - 6023 - Prerequisites, Co-requisites, and Course Advisories
 - 6030 - Advanced Placement

6040 - Credit-By-Examination
6070 - Final Examinations
6110 - Contract Education
6200B - Graduation Requirements for Baccalaureate Degree
6203 - Honorary Degrees
6205 - Philosophy & Criteria for Associate Degree & General Ed
6205B - Philosophy & Criteria for Baccalaureate Degree & Gen Ed
6411 - Grade Changes
6420 - College Catalog

- b. Revisions to Administrative Procedure 6500, Academic Calendar, were presented for approval. (1st Reading was on October 11, 2023.) Revisions include: ensuring two years of future academic calendars are approved, addition of Juneteenth holiday, clarification of non-teaching days and final exams for daily attendance courses, and aligning Spring Break with Fairfield-Suisun Unified School District (largest feeder district).
Rei Leal motioned to approve AP 6500. Seconded by Shanana Danley. Motion passed.
- c. The Draft 2025-2026 Academic Calendar will be presented for Board approval in February. The draft includes the following: Fall term Aug 11-Dec 12, 2025, Spring term Jan 11 – May 21, Spring Break Mar 30 – Apr 4.
- d. Institution Set Standards. Item was tabled due to lack of time.

9. Adjournment.

There meeting adjourned at 4:02 PM.

CGC Strategic Planning Workgroup: Overview and Recruitment

Prepared by Nathan Rexford

24 January 2024

Context

- ▶ Strategic Plan phased out Spring 2022
- ▶ Important for college to adopt new overarching plan
 - ▶ Accreditation
 - ▶ New S/P
 - ▶ Just a good idea in general
- ▶ Project not suitable for one dean or even one office
 - ▶ Scope
 - ▶ Participatory governance
- ▶ Solution: Strategic Plan Taskforce

Taskforce: Deliverables

- ▶ **Draft** of a framework for a strategic plan able to be appropriately workshopped by CGC as well as the different constituency groups
 - ▶ Sufficiently detailed to offer a strong path for the college, sufficiently ambiguous that a new President, in conversation with the Board, can request adjustments to one or more areas without collapsing the plan
- ▶ Feedback from the group about potential extensions, interactions with other plans, etc. that doesn't necessarily fit within the plan itself
- ▶ Self-evaluation of process

Taskforce: Timetable

- ▶ By **middle of February**: taskforce membership identified
- ▶ By **middle of April**: draft provided to CGC
- ▶ By **last meeting of CGC**: draft approved by CGC for circulation to participatory governance constituencies in early fall

Taskforce: Assumptions

- ▶ Plan is compliant and complementary with Vision 2030
- ▶ Plan honors specific targets and goals identified by the Board
- ▶ Plan places equity first (equity is more than just SEA!)
- ▶ Plan braids together multiple regulatory and locally pursued efforts

Taskforce: Commitment

- ▶ Probably about 1-2 hours a week
- ▶ Meeting every other week by Zoom, no more than an hour and would prefer shorter
- ▶ Willingness and ability to use messaging tools between meetings for comments, file sharing, etc. (Microsoft Teams or Zoom channel)
- ▶ This is a “working” group
 - ▶ Review and comment on other district’s strategic plans
 - ▶ Provide at least bullet point thoughts on key sections
 - ▶ Read drafts from myself or others built from said bullet points
 - ▶ Ensure constituencies are aware the process is ongoing

Taskforce: Membership

- ▶ One faculty member, one CSEA, one Local 39, one ALG, one ASSC
 - ▶ Does not have to be member of CGC
- ▶ Members are expected to actively represent their constituencies and invited to also use their individual expertise.
- ▶ Please have candidates names ready by **the next CGC meeting, February 14th.**

Questions?