San Diego City College
College Council
Tuesday, December 11, 2018
2:30 p.m.
R-110

Meeting Notes

Attendees:

Ricky Shabazz President
Justin Akers Past President, Academic Senate
Robbi Ewell Chair, Institutional Technology Council
Erin Flanagan Acting Information Officer
Trudy Gerald Administrative Representative
Jan Jarrell President-Elect, Academic Senate
Andrew Leal Vice President, Associated Students
Nadia Mandilawi President, Chairs Council
Awana Payne President, Classified Senate
Roxann Solis Acting Vice President, Administrative Services
Minou Spradley Acting Vice President, Instruction
Denise Whisenhunt Vice President, Student Services

Absent:
Susana Molina-Bibian President, Associated Students
Susan Murray Dean, Institutional Effectiveness

Guest Presenters:
Victor Chen Web Designer/Programmer
Majeda Nasrawi SPAA Representative

Agenda/Notes:

Opening Remarks (Shabazz)

President Shabazz convened the meeting and welcomed those in the audience. He was pleased to see extra non-council members present in the audience. The President’s Office is sending out e-mail announcements to the campus DL to notify all of College Council meetings and posting agendas to the college’s website per the Brown Act requirements, which indicate final agendas must be posted without further changes 72 hours in advance of the meeting. Anyone wishing to request a specific agenda item for discussion or action by the College Council may contact the President’s Office, ideally one week in advance of the meeting date. Otherwise, attendees are always welcome to attend, listen, and ask questions.
Requesting Action/Discussion Items (As Noted)

Approval of November 6, 2018 and November 27, 2018 Meeting Notes (Shabazz)

Vote: Ricky Shabazz called for vote to approve November 6th and November 27th meeting notes, seconded by Roxann Solis. Approved unanimously with no requested edits.

Website Preview (Victor Chen)

Victor Chen presented the current version of the website to College Council and provided an overview of how the website will look when the site is officially launched in January 2019.

Jan Jarrell shared some concerns stemming from the website preview Victor Chen provided to the Academic Senate at their general meeting yesterday. The main concerns are regarding three large graphic areas highlighted on the main page, i.e. Start College Early, Online Degrees & Programs, and Career Education, which the Academic Senate feel may be misleading to our college’s identity. President Shabazz clarified these are now state legislative requirements for all CCC websites. Justin Akers inquired if this is truly a CA state legislative requirement or CCCCO mandated. President Shabazz confirmed they have mostly become the same, as the CCCCO mandates are sent to the college to ensure compliance with state legislative requirements for funding.

Academic Senate representatives would like the college’s homepage to be indicative of the comprehensive identity of who we are as a college and what we do, which is not well represented by those three areas alone. Academic Senate requested that the website be expanded to include such areas as Completion, Transfer, Lifelong Learning, etc. Jan Jarrell also recommended that the old library/LRC tab be replicated at the top as with the old website. Nadia Mandilawi confirmed the department chairs discussed the same concerns and requested the site be expanded to include items that could be rotated in an out amongst the three required areas.

President Shabazz confirmed his willingness to add one more item at top of the homepage if the College Council approves, but as this is prime real estate desired by all departments and programs, there really is only room to add one, not multiple areas who will all want their area featured. He suggested the website could also be redesigned slightly to include an additional three boxes with additional areas or to reduce the size of the three areas/mandates currently highlighted so as to not have them be more prominently highlighted above other areas of the website. Jan Jarrell questioned if there needs to be both Current Students and Student Support Services linking to the same information and suggested consolidating under Student Services. Acting VPAS Roxann Solis also suggested consolidating Transfer under Career Education. Jan Jarrell also suggested that maybe academic programs could be inserted into the design, highlighting transfer first, then Start College Early (adding as a high school student), then Online Degrees & Programs, then Career Education, etc. Nadia Mandilawi would also like to ensure that vital campus operating information such as the master calendar, forms, etc., stay easily accessible on the new website. An Academic Senate adjunct representative (in audience attendance) asked if Victor Chen would post data from his focus groups and have accreditation documentation/SLOs posted for all to see.
President Shabazz tasked Victor Chen with taking all feedback from College Council and incorporating it into the website’s design when appropriate. Victor Chen also confirmed he would be offering training opportunities in Spring 2019 for those who will be responsible for content updating, including the master calendar.

President Shabazz concluded that the initial feedback overall is that the new college website is better than the old one, so we are moving forward in the right direction. The website will be a work in progress. Based on information that the website redesign task force, which was comprised of representatives from all the constituency groups, provided initial needs and feedback that was incorporated into the design presented this month.

Robbi Ewell inquired if website update has included the new map. Victor Chen confirmed he has updated the interactive map and will add a link as requested to have a printable PDF map available online.

President Shabazz called on College Council to vote on whether to proceed with launching the college’s new website in January 2019. **Vote:** Vote called by President Shabazz, seconded by Roxann Solis, approved with nine yes and three no votes.

**Hiring Update (Ricky Shabazz)**

President Shabazz confirmed the new Vice President of Instruction Matilda Chavez will start January 22, 2019. President Shabazz publicly thanked Acting Vice President of Instruction Minou Spradley for the outstanding job she has done in interim. President Shabazz announced he would develop a two-week training schedule developed for the new VPI, who will begin meeting with many constituency leaders and departments when she arrives at the beginning of spring FLEX week.

President Shabazz also reviewed the hiring prioritization list. He confirmed the college’s next round on hiring will proceed with positions 11-14 on the list, pause on position 15 as it is on wrong side of 50% law, proceed with position 16-17, and then commence with 18 only if can structured as a 100% PERG instructional position. President Shabazz also indicated all hires are subject to budget/funding available.

**SDUSD Bond Approval – SDCPMA Location on City’s Campus (Shabazz)**

President Shabazz reported the SDUSD bond measure passed in November and was approved by the SDUSD board. SDCPMA intends to use their bond to build a new performing arts space. SDCPMA’s principal announced that the bond passed and SDCPMA will be moving to City. President confirmed that is not an official statement from City or SDCCD. SDUSD will need to work with City’s Performing Arts Department to develop a proposal that will ultimately need to go forward to the SDCCD Board of Trustees for approval, but all are hopeful and excited about the possibilities.

**EVHS Relocation to B Bldg. (Shabazz)**

President Shabazz reported on request for EVHS to move back into B Building space, which was submitted per the process outlined and included in the meeting packets. A walkthrough and tour with SDUSD/EVHS was conducted on Monday. President Shabazz informed all College Council members that this EVHS space request was made and granted by the college administration. An Academic Senate
adjunct representative (in audience attendance) requested detailed signage to delineate EVHS for current City College students.

**Request to Add SPAA Representative to College Council (Nasrawi)**

Majeda Nasrawi presented on the SPAA division and respectfully requested that a SPAA member be added to College Council as a voting member to help be part of the decision-making and problem solving process at the college. President Shabazz added that he met with SPAA and supports their bid to have an official member of College Council as a voting member. **Vote:** Vote called by Rob Ewell, seconded by Roxann Solis, approved unanimously without objections or abstentions.

**Signature Process (Solis)**

Roxann Solis discussed the need for a signature process that will allow for and denote necessary fiduciary responsibility in support of such things as new grant applications and awards, contracts, HR forms, etc. She reviewed the signature process flowchart and form, which will be administered in 2019.

**Reports from Constituent Groups, Governance Councils, and President’s Reports**

As the meeting ran over its allotted time, President Shabazz closed the meeting by allowing for announcements in roundtable format. There were none. He closed by announcing that the College Council’s future meetings will evolve away from a report from each of the constituent groups, governance councils and president’s reports to a format ending with announcements from any with information for the good of the order.

Meeting Adjourned: 4:03 p.m.