



**CONSULTATIVE COUNCIL MEETING
MINUTES**

Facilitators: Keith Curry/Minodora Moldoveanu
Date: November 2, 2020

Recorder: Paula VanBrown
Location: Zoom

Vision

Compton College will be the leading institution of student learning and success in higher education.

Mission Statement

Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.

Attendees:

Christine Aldrich
Linda Coleman
Keith Curry

Amankwa McKinzie
Minodora Moldoveanu
Heather Parnock

Rachelle Sasser
Lauren Sosenko

MINUTES

1. Review minutes from October 26, 2020

The Consultative Council reviewed the minutes from October 26, 2020. Approved, with correction. Correction by Heather Parnock - Item 2A. “ .. It will be an increase at the front entrance, not front counter.

2. President/CEO Items

A. COVID-19 UPDATE: Dr. Keith Curry reported he sent an email out in October saying someone had tested positive for COVID-19, but then the next day they tested negative; and again tested negative within a week. So, Dr. Curry was able to inform the employees to stay out and be tested. He asked, in the future, how should he handle this? If somebody has to get retested, should he send out the announcement the day he finds out, then send a follow-up after the retesting, or wait until the retesting has been completed? Amankwa McKinzie responded that he thinks Dr. Curry should continue as he normally does and then issue another statement. Dr. Curry stated that in the future he would send out the case, once he finds out about it; then if there is an update, he would do an update email. Amankwa McKinzie agreed. Dr. Curry said he include this information in the newsletter tonight.

B. Update on Draft of Eventual Return to Campus Plan: Heather Parnock reported that the current version from October 22nd is available on the COVID-19 webpage. Heather Parnock is working on an update because the L.A. County Department of Public Health issued new guidelines. They didn't make any edits to the guidelines for institutes of higher education other than that Compton College needs to document the return to work or class protocol in terms of - if an individual does test positive, what are the next steps.

Heather Parnock shared and reviewed the Draft of the Eventual Return to Campus Plan, and stated it is called a living document because it is actually documenting where we are currently

in terms of operating on campus. We will have to publish a new version within the next couple of weeks to include the updated County guidelines. Heather Parnock stated that we always provide an update as to where we are in terms of telecommuting and classes being held on campus. Links are provided to the most current guidelines; preparation and consideration for the safe reopening of the campus are outlined; everything from cleaning and providing Personal Protective Equipment to employees and students, as well as communication.

Heather Parnock reported there is a new term being used by the CDC and the L.A. County Department of Public Health called Mitigation Strategies, so she is thinking about making that change to our heading. An edit was submitted regarding the physical distancing on our campus because it should include students. We do have employees and students that are scheduled to be on campus, so she can make that edit. Everything that is going on in terms of those who are scheduled to be on campus are also outlined here. Updated is the Symptom Screening Protocol. This includes the online wellness questionnaire that is required for all individuals coming on campus, employees and students, (but not construction workers) but anybody that's scheduled or has an appointment to be on campus. Heather Parnock reported they also documented the COVID-19 testing requirements so employees have the entire month to submit their negative test results to Human Resources, and students have to have their results on file with Human Resources prior to their first class on campus, then every month going forward. Included also are all actions related to symptomatic and COVID-19 positive individuals. The October 22nd version of this document includes the L.A. County Department of Health reporting protocol – that's what Human Resources does in terms of, once we have identified a positive case, what has to be reported to L.A. County. We also need to detail what happens to that individual once they have tested positive, then test negative – what is the process for them to return to work or to the classroom. That needs to be documented.

Heather Parnock further reported there is a new Human Resources webpage regarding COVID-19 leave options that can be accessed from the Human Resources webpage.

Heather Parnock said logistics is just a disclaimer for the document explaining that it's a living document and changes are going to be made as we go through each semester. The next phase will probably focus on winter 2021 and possibly athletics if on-campus practice and sporting events are approved. The final phase, when that occurs, will be the return to campus for all employees and students. This just documents where we are. Phase one was the end of spring and summer, phase two is where we are now.

Heather Parnock's report continued with reporting some classes on campus. Appendix items on this document detail the different sections of classes being scheduled on campus. Both the Smog Check Referee Center and Major League Baseball, who are both open on campus for limited service, have provided us with their safety protocols, which we have documented. Major League Baseball has requested a meeting with the pandemic coordinators to discuss the possible reopening of their facilities. They will have to provide their safety plan, as well as the guidelines they are following because they have many underage participants. Because they don't fall under the institutes of higher education, it would have to be for younger adults and athletes. There are three Nursing labs that are scheduled to be on campus at different times during the semester for hands-on demonstrations, and appointments have to be made for these students to come on campus.

Heather Parnock stated the next Eventual Return to Campus Plan should be posted in a couple of weeks and if there are any edits or questions, please email her or the Pandemic Coordinators. She said the current version is available on the webpage, which also includes the President/CEO's Messages, a list of the positive cases that have already been reported out, and student communications.

Dr. Curry instructed Heather Parnock to add the information that was just discussed about retesting into the document, so it just documents the process.

C. Compton College 2024 Technology Plan – Computer Purchases

Dr. Curry reported on technology and computers and what happens as we move forward. He said he directed Andrei Yermakov to look at our Technology Plan and figure out the schedule for replacement of computers. Dr. Curry said he also needs to know what other computers need to be replaced on campus and will get the schedule together next month. He stated that he is going to ask the Board of Trustees to move \$500,000 to purchase technology for employees. Dr. Curry stated he wants to make sure that when we come back, people have docking stations and laptops, where they are able to have Zoom meetings in their offices. Right now, people don't have cameras and they are not setup for this in their offices. He said he wants everyone to have docking stations and laptops in their offices so in case we have to go through COVID again we are able to move very quickly, and asked if anyone has any issues with that.

Lauren Sosenko commented that refreshing the cycle needed to happen anyway, and COVID just put the exclamation point on it. Also, it is in our Technology Plan and needs to be done.

3. 2021 Compton College Commencement

- A. Recommendation on the type of ceremony –** Dr. Curry said he is ready to make a recommendation for the 2021 Compton College Commencement. He said he is in favor of doing the virtual commencement again and doing the video, but maybe giving the students a little more time for their video and also setting-up a space on campus where students can do their picture or video themselves, and providing instructions and support. Dr. Curry stated he is really concerned about having people on campus with a drive-by graduation or having a graduation and implementing social distancing. Dr. Curry said he wants to make a decision now in order to give the staff enough time to plan and if things change dramatically, we can bring this back, but he doubts things will change.

Dr. Curry said his recommendation is to have a virtual commencement ceremony, giving students a little bit more time for their videos, and maybe adding some things to the program to make the program something like a yearbook type of program, versus just a program.

Amankwa McKinzie said considering COVID he thinks that is a great idea. Dr. Minodora Moldoveanu said that given that we have already done this once, it can only get better, and it is keeping everyone safe, so she is not opposed. Dr. Curry again stated his concern with a drive-by graduation, asking staff to come on campus and the amount of interaction. Looking at the COVID numbers, he said he doesn't know if we can keep everyone safe.

Dr. Curry suggested that we have short faculty videos. An email can be sent to faculty asking them if they want to send out short messages to their students – that could be another component to it. That could be a faculty piece. Dr. Curry said that at the end of the program we could have the students do their thing, with the faculty coming before the students, giving their

congratulations and saying goodbye. It just adds a little extra. Then maybe the different departments could do something too. Like EOP&S and CalWORKS could do short videos for their students and make them part of the whole video. Also give the students a little more time for their videos. Dr. Moldoveanu commented that she agrees this would make it extra nice; giving other people on campus a chance to participate as well.

B. Potential Speakers

Dr. Curry asked if anyone has any suggestions for the keynote speaker. He said he is working on getting Michelle Obama, who is number one on the list, and asked if there are any other suggestions. Amankwa McKinzie suggested Barack Obama, but Dr. Curry stated that we need a woman speaker, because we have had males for the last few years. Christine Aldrich suggested Oprah Winfrey or Ava DuVernay. Dr. Curry said Michelle Obama, Oprah Winfrey, and Ava DuVernay are all great choices. Ava DuVernay is probably the one that could possibly happen, but we should go for the stars first. Dr. Curry reported that he knows someone who can potentially get to Ava DuVernay.

4. Compton College Response to the California Community Colleges Call to Action

Dr. Curry asked if there are any edits or updates on the Call to Action (included in this agenda packet) to please reply by this Wednesday. Dr. Moldoveanu reported that she is waiting for Dr. Radcliff to send her the final draft, because the one she took to Academic Senate for the first read was not the final one. Dr. Moldoveanu said she is waiting for the final draft to present to the Senate; that would be the second read and the vote. Dr. Curry said he would get it to her next Monday morning. Dr. Moldoveanu said that is okay because the next official Senate meeting isn't until the 19th, but she can include this document at the Senate's special meeting to be held on the 12th to approve some board policies that the Policy Committee is working on. Dr. Curry said if there is any feedback, please provide it to Tina Kuperman by Thursday; he will send out an email.

5. Campus Committees Update (Included in agenda packet)

A. 2020-2021 Institutional Standings Committees – Dr. Curry reported that he had updated the Institutional Standing Committees' memberships but needs confirmation of the names for the different constituent groups of the Professional Learning committee, as soon as possible.

6. Thinking Out of the Box

No items suggested.

7. Other Items

Dr. Minodora Moldoveanu reported that a poll was taken with faculty to see if there is still a need for Compton College to offer some of the @One courses that train faculty on how to more effectively teach classes online, and there is still quite a high demand for those courses. They are hoping Administration will continue to offer those courses so that faculty will not have to go directly through and add each [module] one separately, then have to pay for each [module] one of them with their own money, and then have to wait to get reimbursed. These courses are in high demand and there are about 60 to 70 people for each one of those @One courses, so faculty are hoping Administration will continue to provide those courses in-house. Dr. Curry said he doesn't have all of the information, but he will talk to Sheri Berger about what is being requested and will get back to Dr. Moldoveanu by Wednesday.

Lauren Sosenko reported that she is sending out the Annual Plan instructions today. They are going to start the planning cycle for the 2021-2022 academic and fiscal year, and that will also be sent out today. She will be holding trainings over the next couple of weeks and also making a few short

Zoom videos for folks who have a hard time getting to the trainings and the times of the day.

Lauren Sosenko reported on Administrative Regulation 3226, which has to do with the Institutional Review Board. This Administrative Regulation was issued in June of 2020 and it outlines the process of the Institutional Review Board and how they are going to be meeting. Lauren Sosenko said she is putting together the online application for external researchers and would like to convene the Institutional Review Board at least once before the end of the term.

Lauren Sosenko said she is asking for advice. When she created the member list, her intention was to have faculty and classified staff representation. They have an administrator and administrator representation. So, they have an administrator representative, but in the Institutional Review Board there are very specific roles that people fulfill and play based on rules that the Federal Government puts out. The reason it is important to follow these rules is because we want to qualify, ultimately long term, for Federal grants. So, they will look at us and say – okay, you have an Institutional Review Board, you're following the rules, you're in good standing, and you have good representation. The representation requires that we have scientific (and they have defined what scientific means – it's certain disciplines) or non-scientific roles. Lauren Sosenko said she proposes that they have a six-member Institutional Review Board and would have alternates to ensure that if somebody can't show up, that it is not just an empty seat, because they really need to have active participation. The idea was to have an administrator, and Academic Senate would help identify a scientific role and a non-scientific role person. The Classified Union would identify a non-scientific role, and then they would need an external community member.

Lauren Sosenko said she wants to be sure this committee understands what she is asking. Then see if there is any way to couch this to get good representation or any other advice that you have in forming this Institutional Review Board to make sure we have representation across administration, faculty and classified staff. Dr. Curry asked Lauren Sosenko if she is asking this to make sure this committee is clear with regards to Federation employees, that's the classifieds and if she wants to make that change to the document so people know that's what it is? Lauren Sosenko replied, yes. Dr. Moldoveanu commented that she will recruit among faculty to make sure they get those two roles from the Academic Senate. Dr. Curry stated that, based on Collaborative Governance, that the Classified Unit makes the appointment. The problem was that it was not clear that the Federation employee is a classified employee, but Lauren Sosenko's change shows that it's classified representation for the committee.

Dr. Curry said just to make sure – faculty gets two people? Lauren Sosenko responded, yes; they get a scientific and a non-scientific role. Dr. Curry asked if classified gets one and administration gets one? Lauren Sosenko responded that administration technically gets two because she is the chair. The community member makes six members. Dr. Curry said he recommends that Academic Senate gets three members to be consistent, and also that classified gets two members. Lauren Sosenko asked if they just take off the alternate positions and make them all members and then if somebody doesn't show up one month, it is no big deal since there is a bigger group. So, there are two Administrative members, one is Lauren Sosenko's position; Academic Senate has three positions; Classified has two positions, and the community has one position.

Lauren Sosenko asked if anyone has recommendations for a community member. Dr. Curry said he will ask the Board of Trustees if they have a recommendation. Lauren Sosenko said she will update this committee membership and put on the Board agenda.

8. Future Agenda Items

- A. 2020 Board Policies and Administrative Regulations
- B. Eventual Return to Campus Plan
- C. Update on Guided Pathways Implementation

**The next Consultative Council meeting is scheduled for Monday, November 9, 2020
at 2:00 p.m. via ZOOM**