MEETING MINUTES

Date: March 11, 2021
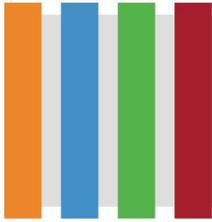Time: 1:00pm-2:00pm
Loc: Zoom
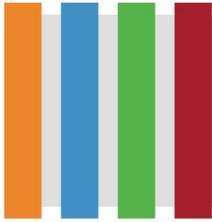
NOTES BY TOPIC

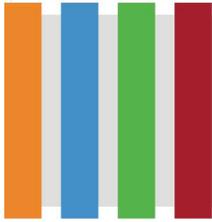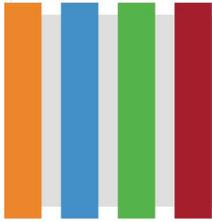| ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Council Name Change	• *Intro: Minutes will be sent Monday's, revisions need to be sent in by Wednesday, we will do a quick approval during meetings. • Ram: We have been going by the name of the 5th Council, the purpose of the Council is unclear. • Propose that we call ourselves the "Return to Campus Council"	• Karen: Motion to change the name of the 5th Council to the "Return to Campus" Council • Lety: Seconds • Motion approved unanimously.		
2	AWP Presentation	• Presentation by Andrew McReynolds from the Academic Worries Project. • (Presentation will be made accessible) • Rebecca: Would love to work with your group. I see a huge benefit from having qualitative data for a return to campus model. • Andrew: We are also offering this to faculty if you are interested in sharing your experiences. • Chris: Also consider staff and student professionals since we have a lot of contact with students. • Andrew: Definitely. • Warren: Is there a pathway to get clear feedback from the students in regards to what their needs are			

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		as we are preparing a return to campus? Also, to gather more information regarding the vaccine. How can we use your group to help inform our decisions. • Andrew: Our study can help by trying to understand where that student experience is. • Initially this study was focused on vaccinations, however, it is now more focused on students and their needs. • Rebecca: It looks like you are talking about the community health worker model, which is fantastic.			
3	5th Council Work Group Request	• Ram: Governance council doesn't want to be too operational, however a lot of operational questions are coming up. It looks like we might need workgroups to help us with the operational aspect of this council. • Came up with the possibility of having three workgroups are the moment. • Three groups in mind are 1. Student Needs Group (What is it that the students will be needing) 2. Facilities 3. Communications Group (website on return to campus; provide people in the community with regular information on where we are with the return to campus process) • Would like to hear your thoughts. • Karen: Can we have a Faculty/Staff needs workgroup? (Ways that faculty could be on campus; before the students can return can faculty be on campus to prep, having an employee perspective is an important piece to this)	• Motion was not made to create workgroups due to the overlap it would create with the EOC. The EOC is the operational arm, no need for operational workgroups.		

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		• Lene: If any technology needs to change in a room, we need to work with ETS. They are concerned they will not have enough lead time due to delays in equipment. • Ram: That sounds like something the Facilities Workgroup would be in charge of. • Teresa: It seems like these workgroups would create an overlap with the EOC. Should both the EOC and RTC Council be meeting together? • Ram: Do similar workgroups already exist in the EOC? • Bret: The EOC has all the components of these grous, the planning, logistics, accounting and operations. All these issues are being communication in the EOC. • Lety: With so many different groups that we have on campus, who is doing what? Who do we express our concerns to? Counseling has not been asked what our needs are. We need to have clearer communication. • Phuong: Thuy mentioned that the EOC and the Scheduling Task Force would work on the operational piece of returning to campus. I thought Brenda was hired with the task of returning to campus, she could be the charge person for returning to campus, she is also working with the District. Classified professionals there are survey results that could be shared with this council. • Ram: We had asked everyone to submit agenda items for this meeting. Not a single agenda item was submitted from the EOC, the			

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		Scheduling Task Force, Brenda etc. If this is not the way to go, then we need to hear updates from the other groups. • Debbie: Brenda said signage had to be consistent, I am concerned that multiple workgroups would result in a lack of coordination. • Phuong: Simon had mentioned Marketing would be in charge of all of the signage. • Warren: You all have identified the problem being that even though there are various workgroups working on this, we are not hearing back on any of the work that is being done. Maybe someone from our group can check in with those workgroups to see what is going on. Nobody knows what anybody else is doing. • Chris: The TriChairs spoke about how this Council could centralize all the work going on for it to be disseminated to faculty, staff, and students. • Bret: We could have reports of the different components/workgroups that way this group is informed. • UV lighting has been added, since this light kills viruses. Also, ventilation can be increased or decreased depending on the amount of people in the building. • Brenda has been working on the layout of facilities to make it safe for students. • We could have reports from those different areas to keep this Council informed. • Ram: That would be great, however, when a call was made to submit agenda items, no one submitted anything.			

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		• Thuy: Do you know when this email was sent, I don't recall seeing such an email. • Thuy: The EOC is the operation arm that will be reporting to the RTC Council. Keep it a standing item that the EOC provide an update at these meetings. At the next meeting we can start looking at the prioritization list that the EOC is working on. • Simon: The EOC is the operational arm and will report to the Return to Campus Council and then they make recommendations to the President. • The recommendations we make then must go to District. • Ram: I appreciate you noted there is not a lot of information to report, however that is making a lot of people nervous because it makes us feel like we are so far behind on our ability to return to campus, while other campuses already have student services available on campus, and some faculty back on campus. • Teresa: This is the body that makes the decisions; values/decision making body. • Thuy: Well said. The critical pathway decision making process is that the EOC first round is to identify the prioritization of return for summer and fall, and it looks like there is some opportunity for return in Spring for the conditioning classes. At one point you will be getting the list of prioritization, and we will need your feedback before we send it to the district. You will have a first preliminary read next week, and by			

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GOVERNANCE | 5TH COUNCIL

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		the end of the month, the final read so that we can send our final prioritization list to the District. (There is no such thing as final, because it is developing) • Thuy: Looking at the possibility of faculty returning to their offices, student services, etc. • Thuy: Safety is the top priority for return to campus. • Thuy: We want to make sure you feel empowered.			

*Include the person(s) and or group responsible for next steps.

MEMBERS PRESENT

Chris Chavez, Simon Pennington, Vanessa Smith, Bret Watson, AL Guzman, Anthony Cervantes, Asha Jossis, Craig Gawlick, Debbie Lee, Gay Krause, Josh Pelletier, JP Schumacher, Karen Erickson, Kathryn Maurer, Kennedy Bui, Leticia Maldonado, Lety Serna, Manny Diaz-Alvarez, Mike Teijeiro, Pawel Scponar, Phuong Tran, Ram Subramaniam, Rebecca Ryan, Romeo Paule, Roosevelt Charles, Valerie Fong, Warren Voyce

Recorder: Veronica Casas
Facilitator: Paul Szponar

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