



May 30, 2014

About this time of the year, many of us are feeling exhausted, spent and even grumpy; and then commencement happens and as if by magic we get our “second wind.”

I have the extraordinary privilege each year to shake the hand of each and every graduate, and I can't even begin to describe the many feelings these graduates convey as I hold their hand and look into their eyes. Some of our graduates are glowing, some are unsure and trembling, some call attention to themselves by performing on stage, many are teary eyed and others seem terrified. And they all have one thing in common; the clear awareness that something powerful is happening; and a bit of that emotion is transferred directly to me. It is powerful, and I thank the faculty and staff for bringing these students along to this amazing point of departure.

I have used the term “transformation” often the last two months and all you have to do is click on the link below to see exactly what I mean:

<https://vimeo.com/sjeccd/2014graduation>

Congratulations!

There are two graduates of our own we must celebrate, Eileen Luna who completed her Masters of Science and Elvira Valderrama who received her AA from Evergreen Valley College last week.

Felicidades also go to Danny Hawkins, who was re-appointed today by Governor Brown to the California Community Colleges Board of Governors. Hawkins is a member of the California School Employees Association and represents classified staff. This is Danny's second term in that position and he has distinguished himself on the BOG.

State of the District

One of the performance objectives that I most enjoy fulfilling in my role as Chancellor is the preparation and presentation of the “State of the District” report. The purpose of this presentation is to provide an end-of-year summary report on the major accomplishments toward the implementation of the District’s Strategic Priorities as established by the Board of Trustees. These priorities are designed to advance the Mission, Vision and Values Statement of the District and form the components of my annual work-plan. In addition, the State of the District report serves as one of the components of the Chancellor’s Annual Evaluation. This year the Board worked diligently to revise the District’s Vision, Mission and Values Statement and subsequently developed a set of “Six Strategic Priorities” listed below:

San José-Evergreen Community College District
Mission, Vision, Values Statements
And
Strategic Goals 2013 to 2016

SJECCD Vision: By the year 2017, SJECCD becomes the premier institution for advancing opportunity, equity, and social justice for everyone through educational excellence.

SJECCD Mission: As a leading educational institution, the mission of the SJECCD is to meet the diverse educational and workforce needs of our community by empowering our students to become agents of socio-economic change.

SJECCD Values: Our District’s core values are opportunity, equity and social justice. Each one of these values is incorporated into our strategic planning and is a part of the foundational commitments we make to our communities.

Strategic Goals 2013/2016

I. Student Success

San José-Evergreen Community College District will improve student success through enhanced educational services and programs and strengthened community engagement.

II. Total Work Environment

San José-Evergreen Community College District will promote a total work environment that contributes to the success and development of its students and employees.

III. Workforce and Economic Development

San José-Evergreen Community College District will respond to the workforce needs of the Silicon Valley.

IV. Organizational Effectiveness and Sustainability

San José-Evergreen Community College District will develop systems that promote institutional effectiveness and fiscal sustainability.

V. Technology

San José-Evergreen Community College District will invest in information technology solutions that enhance the learning environment and support student success.

VI. Communications

San José-Evergreen Community College District will engage in proactive communication with internal and external audiences to improve stakeholder satisfaction.

And now through the magic of technology I have embedded the link to the State of the District Presentation for your review and use. And while I presented the report I am clear that it represents all of your contributions. In particular, I wish to thank the members of my Executive Team: Byron Breland, Henry Yong, Doug Smith, Kim Garcia, Carol Coen, Tamela Hawley, Peter Fitzsimmons, Rosalie Ledesma, Mike Russell, and special thanks to my “day in-day out” life savers—Sam Ho, Joy Pace and Bea Gonzalez.

<https://www.yousendit.com/download/ZUczNnFlcHYzeUp2Zk1UQw>

Redesign Restructure

On May 27, I made a formal presentation on the work we have undertaken to “Redesign and Restructure” the District’s Workforce. It is a process that began on August 2011 and has evolved through difficult times in our District. It is a blue print for the future and was prepared in response to the board’s request to address the significant staff shortages that resulted during the budget cuts. The board asked that I view this assignment as an opportunity to maximize the skills of incumbent staff and identify ways to rethink, retool and reinvent better structures to manage the district. It is a work in progress, and it will continue to be refined as resources and circumstances change; the only constant in that process is the board’s direction that we place student success at the core of all decisions.

The Redesign Report, 2013-2017 has been posted with the Board of Trustees May 27th Agenda. You can access it directly by clicking on the link below:

[https://www.boarddocs.com/ca/sjeccd/Board.nsf/files/9KD46L679FF8/\\$file/A-Redesign%20report%205.22.14.pdf](https://www.boarddocs.com/ca/sjeccd/Board.nsf/files/9KD46L679FF8/$file/A-Redesign%20report%205.22.14.pdf)

Districtwide Communications: Process and Procedural Changes

I am finally ready to put in place changes to the process and procedures associated with the effective use of Districtwide Distribution Lists (or, as we know it, the Districtwide DLs). I began this process early in my tenure, and I have learned much since that time. The best guide I have had is the “District E-Mail Guidelines and Etiquette,” which was a document produced in 2009*. I have had significant feedback from the various constituent groups about this topic in addition to numerous concerns about the use of the Districtwide DL.

With the advent of network updates, implementation of Office 365 and SharePoint capabilities, I now have a better understanding about the role and function of the District e-mail in general and the more **250 Distribution Lists** which are on our “global address list.” The change in

process I am addressing in this communication, references only one of these lists; namely, the **.DI All District**. Starting June 15, 2014, the .DL All District list will be relegated solely to administrative functions and will be accessible only to the following individuals:

Chancellor Rita Cepeda
President Henry Yong
President Byron Breland
Vice Chancellor Doug Smith
Vice Chancellor Carol Coen
Vice Chancellor Kim Garcia
Executive Director Tamela Hawley
Executive Administrative Assistant Joy Pace

In addition, staff persons responsible for what is known as “Service Accounts,” will also be able to access the .DL All District list. These accounts include:

District Network Operations
ITSS Communications
ITSS Helpdesk
Research & Institutional Effectiveness
DO Employment Services
DO Facilities Department 6795
SJCC President's Office
*EVC President's Newsletter
*Chancellor Cepeda's Office
SJECCD Chancellor's Office
HR Benefits
Payroll
Human Resources
HR Employment Services Office
Office of Diversity
SJECCD Foundation

If you are not listed above and you have a need to access the Districtwide DL (i.e. Celebrations, Events, Announcements), a process has been put in place to accommodate requests for exceptions. Please send an email to the appropriate email address for your Campus or District Office at one of the following email addresses listed below.

Evergreen Community College: districtcommunications@evc.edu

San Jose City College: districtcommunications@sjcc.edu

District Office and Workforce Institute: districtcommunications@sjeccd.edu

In addition, I wish to remind all of you that the website is also a place to communicate with the entire District; and each department has a representative that can add content to the website. If you are not aware of your local representative and need help identifying a web

content owner to add an event or announcement to the website, please email one of the following:

District Office – webcontact@sjeccd.edu or helpdesk@sjeccd.edu

San Jose City College – webcontact@sjcc.edu

Evergreen Community College - webcontentrequest@sjeccd.edu

Thank you in advance for your cooperation. Let's give this a try. We will revisit the process in six months to see how we might improve on the practice. The goal is to improve our communication vehicles and to make sure that we have the tools that are needed to do our jobs.

In Memoriam



Sue West

This week we lost one of our own; Sue West. We received notice from the family and a beautiful note from Kathleen Budros, one of our retirees and someone who worked very closely with Sue over a period of 16 years. Sue is remembered as someone “who was always there with a smile and ready to help anyone who needed it.” She is also remembered for her high level of skill, particularly in the uses of technology and as Kathleen puts it, “Sue was the pivotal ‘tech’ person we all turned to for assistance.”

Sue passed peacefully last Saturday, in the company of her family; husband Paul and two sons, Sean and Danny. Sue would have been 59 on June 1st. A memorial service for Sue will be held on Saturday, June 14, 2:00 p.m. at Crossroads Bible Church, 1670 Moorpark Avenue, San José, CA 95128, in the main sanctuary. Let's remember Sue and all she brought and all that remains still with us.

Renee Lyons

As you may recall, on Jan 16, 2014, Renee Lyons, the District's Office ITSS Database Administrator, passed away. She is survived by her loving husband Richard, son John and grandchild Jackson, who everyone said was the love of her life. Her passing was so sudden and unexpected that her family chose to wait to schedule her memorial service, which was held today. I was gratified that many of our colleagues from the District Office and several retirees were present. As I have learned, our lives really have no beginning and end. We begin our existence by virtue of those that come before us, and we continue impacting this world through those that live on after we're gone.

Senator John Vasconcellos

As most of you know by now, on Saturday, one of the most respected and influential members in the history of California's Legislature, former State Senator and Assemblymember John Vasconcellos passed away. This public servant dedicated 38 years of his life in service to California. He was particularly dear to us because he represented the Silicon Valley. In the Assembly, he was chair of the powerful Ways and Means Committee and advocated, sometimes alone, on issues of self-esteem and mental health. In Community Colleges John Vasconcellos left an indelible mark as the author of AB 1725, the 1988 community college reform bill. His was truly "a life well lived."