

SJECDD DISTRICT COUNCIL MEETING MINUTES

**September 28, 2017
3:00—5:00 p.m.
District Office, CR-112**

Attendees:

D. Budd (Chancellor), K. Garcia (Vice Chancellor), B. Seaberry (Vice Chancellor), D. Smith (Vice Chancellor)
N. Ambriz-Galaviz (Acting SJCC President), K. Aytch (Interim EVC President)
P. Fong (AFT 6157), B. Hanfling (AFT 6157), J. Covarrubias (SJCC Academic Senate President),
E. Narveson (EVC Academic Senate), F. Gonzalez (District Academic Senate), P. Crawford (SJCC Academic Senate)
D. Hawkins, F. Villa (CSEA 363)
A. Lopez (Classified Senate)

Other Attendees:

R. Brown (District Services), P. Fitzsimmons (District Services), L. Owen (District Services),
A. van Ommeren, (District Services)

Absent

J. LeDee (CSEA)
M. Gonzales, A. Tanon (MSC)
EVC and SJCC College Council
EVC and SJCC Student Government
W. Watson (WI)

Recorder:

J. Pace

1) Review of the Agenda

Chancellor Budd began the meeting by providing an overview of the strategic priorities work that was done during the participatory governance retreat that was held on September 8. The focus of setting strategic priorities is to ensure planning will drive our resource allocation.

Dr. Budd introduced Alice van Ommeren as the new Executive Director of Institutional Effectiveness and Research. She has a lot of valuable experience and comes to the district after serving in the State Chancellor's Office for 12 years.

Academic Senate member Phil Crawford requested an item be added to the agenda about the creation of a joint steering committee for bonds, comprising of both district representatives and faculty.

2) Approval of May 18, 2017, Meeting Minutes

A correction was made to the May 18, 2017, meeting minutes: A. Tanon was listed as a CSEA representative, but she is actually an MSC representative. CSEA representative Dan Hawkins moved to approve the minutes as amended, SJCC Academic Senate President Jesus Covarrubias seconded the motion, and the minutes were approved.

3) Review DC charge and set priorities for the year

Dr. Budd expressed concern about the lack of representation of College Council, Student Government and MSC members at this meeting. She asked the presidents and Ms. Pace to reach out to those not in attendance.

Dr. Budd read the DC membership and duties document and requested DC members to see if it needed further revisions. It was agreed that bullet 4 should be changed to read as follows: Develop planning assumptions and priorities to advance the strategic priorities and Board ends policies.

Interim EVC President Keith Aytch motioned, and Mr. Dan Hawkins seconded, to revise the document as amended above. All voted yes to approve.

4) Review of Board Ends Policies, Mission/Vision/Values and Strategic Priorities

Dr. Budd distributed and reviewed the Board Ends Policies and Governance Principles document, the Mission/Vision/Values statements and the Strategic Priorities. She reported the Board had recently updated the Board Ends Policies document at its retreats on April and June. She discussed the Board's social justice commitment to serve our homeless students. She stated that each of the 10 city council districts in the city is proposing to set aside property for the homeless. We could do something like that at our colleges for our homeless students where our SparkPoint and other services could tie in to ensure student success by helping these students through the whole process of education and employment. District Academic Senate President Fabio Gonzalez stated the possibility of coordinating with the city and setting bond measure goals. She will continue to keep the DC informed of the progress on this initiative.

5) Strategic Priorities: Ensure planning drives resource allocation

Dr. Budd welcomed Terry Calaway and Linda Heiland from Plante Moran via teleconference.

RIE Executive Director Alice van Ommeren reviewed a PowerPoint presentation on the development and status of the strategic priorities. She reported that a lot of work has already been done; and, as a result of this work, she will be updating the timeline. Dr. Budd agreed that a lot of work has been done. We now have leaders assigned to work with teams on each strategic priority. Further, we will be going to the senate meetings on Tuesday to let the faculty know how important it is for them to participate in the meetings and as part of the focus groups. She reported that on October 25-27 there will be focus groups on the campuses. She requested everyone put these dates on their calendars as a reminder so they could participate.

Mr. Terry Calaway, Plante Moran, stated the benefit of using these strategic priorities to meet accreditation standards and also assist in long-term planning. They are often looked at by accreditation boards and other agencies. He reported the group leaders will contact DC members to take a look at the plans and determine the status so far. We think this review is going well so far. But it's a fast-moving process. Plante Moran plans to be around in October, and we anticipate coming up with an outstanding plan for the faculty, staff and students.

Dr. Budd stated the college plans and priorities may differ from the district's priorities; however, they should tie in well together. One benefit is it will bring to light different ways and activities to achieve things. How are we closing the equity gap? How are we ensuring that we increase transfer to CSU and UC? Some of the outcomes identified from the strategic priority in student success may serve as performance measures for funding. When we had the retreat in early September, we had a lot of representation from EVC faculty; but because of the DACA event at SJCC, we did not have a lot of representation from SJCC faculty. The focus groups and presentations at the colleges will be a way to ensure all faculty are involved.

6) New Districtwide Institutional Effectiveness Committee

Dr. van Ommeren distributed and reviewed a draft document for a proposed District Institutional Effectiveness Committee. She discussed the potential charge, functions and membership of the committee.

Vice Chancellor Garcia recommended adding two positions from the colleges related to research since working on data standards would mean discussions on how the data is collected and sorted so that it could be extracted. It's also important to include Admissions & Records representatives from the Colleague Core Group.

Dr. Budd stated this would be brought back to the next meeting.

7) Guided Pathways

Dr. Budd thanked faculty for their engagement with the guided pathways. She asked Dr. Gonzalez, Mr. Narveson and Mr. Covarrubias to provide a brief update on the status at the colleges.

EVC Academic Senate President Narveson stated he is looking forward to the training session in Oakland in October so that we can finally get down to specifics. The goal of the training is not to tell the college what to do but to guide it through the process and to make sure what we have is not a silo but a collaboration that's available for everyone to participate.

SJCC Academic Senate President Covarrubias reported that next Tuesday is the second Academic Senate meeting, and they'll be testing the waters and talking to faculty. A lot of our faculty are over-stressed. We need to have a broad discussion about Guided Pathways formally with our senate and also in our departments and divisions. We have a lot of initiatives, such as the Promise, dual enrollment, adult education, etc.; and we need strategies to show how all these initiatives are coming into focus. Dr. Budd stated that Guided Pathways is overarching and encompasses all other initiatives.

SJCC Acting President Norma Ambriz-Galaviz stated the college has 20 CTE programs, and faculty has invested their time in all those areas. We can't expect them to identify 20 pathways. We need to identify which one we'll target first.

Academic Senate Member Phil Crawford discussed the law school grant and the partnership with the Lincoln Law School. There is a direct path to go directly from community college to law school. We also have 25 trades that creates 25 different pathways.

SJCC Academic Senate President Jesus Covarrubias called for caution on the amount of initiatives. We have seven initiatives, and he suggested focusing on them to make them really work. There is a need to be aware of the unintended consequences; let's be strategic in how we do Guided Pathways.

AFT 6157 Executive Director Barbara Hanfling stated the need to see things through the union perspective. There are some requests for dual enrollment that can require a 20-week session. She has discussed this issue with Vice Chancellor Garcia. She expressed concern about no one coming to the union to discuss, and now we will go into high schools but still need to follow union rules.

Dr. Budd stated that change is difficult, but ensuring our students' success is really important. Dr. van Ommeren reported that colleges will all be at different places; the State Chancellor's Office is just looking for movement. Our process is self-paced for Guided Pathways.

CSEA representative Dan Hawkins stated the importance of faculty being aware of Classified staff. He expressed disappointment that the brochure excluded Classified members.

EVC Acting President Aytch stated that at PDD the college had a meeting on Guided Pathways which included both faculty and staff. It takes years to implement these initiatives. Accreditation requires we tell our students how they could get through in two years. We have to offer sequences of courses. There is no way we could achieve this without Classified staff working behind the scenes. At EVC Classified staff is included in all groups. Mr. Hawkins thanked Dr. Aytch for his support of Classified staff.

Dr. Gonzalez emphasized that a key component for success with Guided Pathways is the technology piece, such as the website, which needs to become more effective.

8) Committee Reports

District Budget Committee – Vice Chancellor Smith reported the DBC met on August 31 and primarily reviewed the adopted budget details. The committee also reviewed the RAM PowerPoint from the consultant which was presented to the Board of Trustees. The next meeting is scheduled for October 26, and the focus of the meeting will be to review the 1st quarter report.

District Technology Planning Group – Vice Chancellor Seaberry reported the first meeting was held on September 14 where the group discussed the Technology Master Plan, which the Board has now approved. The next step is the completion of the colleges' technology plans. The group also reviewed their self-evaluation surveys from last year. There is still a need to get some student involvement.

College Councils – EVC Acting President Aytch stated the council announced it would work in the Spring with the IEC for the strategic plan. The council also had further discussion on the shortage of classroom space.

9) Board Policies & Administrative Procedures

Dr. Lisa Owen distributed three packets of Board policies and administrative procedures for Chapters 4 & 5; one which included no recommended changes, one for minor changes, and one which showed significant changes. She also distributed a packet listing all policies and procedures by numbers, which are contained in Chapters 4 & 5. She reminded everyone that she facilitated the process, but it needs to be moved by Academic Senate members. We need the support of the colleges to move forward. There are also policies in these chapters that need updates from last year's review of all policies.

Dr. Owen also distributed copies of BP and AP 7380 Retiree Health Benefits, which has substantial changes. The AP doesn't need to go through the review process, but she requested that the BP be distributed to constituent groups for review.

Dr. Gonzalez agreed to work with Dr. Owen on the policies, and he would also lead the process of taking them back through the academic senates. Ms. Garcia also suggested the Directors of Student Life at the campuses be brought into the review of Chapter 5. We have a tight working group from both colleges. Dr. Aytch announced that Vice President Swinson would also assist with Chapter 5.

10) Other Items

Facilities at SJCC – Mr. Crawford suggested forming a facilities and bond committee at SJCC, which would be a venue for communicating information regarding the bond. Los Angeles Community College District has three faculty on their bond steering committee, and he would like to do the same thing. Having this committee could help avoid a lot of problems at the college regarding facilities.

Dr. Budd acknowledged that faculty were very involved in the development of the education and facilities master plans. She stated that Vice Chancellor Smith is in the process of convening a partnering session with the presidents of both colleges and their leaders to discuss the very issues that were being raised and would begin to develop a go-forward plan and process that would be effective for both colleges.

The meeting adjourned at 4:53 p.m.