

SJECDD DISTRICT COUNCIL MEETING MINUTES

May 19, 2016

3:00—5:00 p.m.

SJCC Technology Center T-112

Attendees:

D. Budd, C. Coen, J. Covarrubias, P. Crawford, P. Fitzsimmons, K. Garcia, B. Geer, M. Gonzales, B. Hanfling, D. Hawkins, R. Ledesma, L. McKee, E. Narveson, B. Seaberry, D. Smith, F. Villa, K. Vujjeni, D. Yancey, H. Yong

Other Attendees:

D. Graham

Absent:

A. Azevedo, B. Breland, G. Castilla, S. Graham, T. Hawley, S. Ho, S. Meneses, J. Pallin

Recorder:

J. Pace

1) Joint District Budget Committee/District Council Meeting re Budget Allocation Model

Mr. Roy V. Stutzman, R.V. Stutzman Consulting, reviewed the process for working with the District on its Budget Allocation Model. He reported that he has already been working for three weeks in this process. Once he has conducted all interviews and attending various meetings with constituency groups, he will provide his findings, observations and recommendations for moving forward with the Chancellor's Cabinet. He stated the last time the District reviewed this, it was not a basic aid district. Some of the questions to be answered include:

1. What criteria are necessary to do a BAM?
2. What characterizations are important?
3. Narrative of your descriptions of the current model
4. Allocation model principles that were developed in 2011
5. Impact of becoming a basic aid district
6. Important to focus on enrollment management
7. Important to be consistent with the college enrollment management plans
8. Accreditation Standard IV.D.3 requires the district to distribute resources that are adequate to support the effective operation of the colleges.
9. Current model is based on expenditures; the revenue is not clearly identified. Important to see revenue at some level in the document.

SJCC Academic Senate President Covarrubias expressed concern about the lack of resources available to create new programs or enhancing current programs that could increase enrollment. Allocation should be program driven and a result of the results of program review at the colleges. AFT 6157 President Yancey stated the data tells us what the programs need, and we do planning all the time. The hard thing is getting the system to adjust to what the needs are, and we have to spend the money there. AFT Executive Director Hanfling expressed concern about the pots of money that are put in place and how this impacts collective bargaining. Mr. Covarrubias stated

the perceptions from our colleges is that they are informed there is no money for programs and yet the District has money for the hiring of vice chancellors. EVC Academic Senate President explained the difference between the pots of money being set aside and what is being done with the buildings, especially since the buildings are underutilized. Chancellor Budd discussed how fortunate the District is to be a basic aid district and that we have strong audits and are OPEB funded. She stated that with regards to enrollment management in the short time she has been with the District, she learned we have the same FTEF and less FTES than we had five years ago. Although we are not funded by apportionment, we still need to set FTES targets to determine FTEF funding. It is important we take adequate time to develop our budget allocation model. Mr. Yancey expressed concern about possibly reducing the District into efficiency models. When we cut summer school by 40% to become efficient and the students don't come back, we end up not offering the sections they need. Chancellor Budd expressed the importance of sharing information about our programs with the community and high schools. It is expected that when we get the PIO position in place, we can get the information out there about the good work we are doing, the CTE programs we have in place and other exciting programs. We expect this to be a factor in increasing enrollment. And developing a comprehensive and transparent BAM will take some time. She requested that DC members and constituency groups take the time to meet with Roy. Roy encouraged DC members to fill out a questionnaire located at the district website, which will provide the feedback he needs to make recommendations to the District.

2) Review of the Agenda

Mr. Narveson added an item on the old District Office building.

3) Approval of April 21, 2016, Meeting Minutes

Barbara Hanfling moved to approve the minutes, Bruce Geer seconded the motion, and the motion was approved without any objection or abstention.

4) Board Policies

Chancellor Budd thanked everyone for their hard work in reviewing the board policy chapters. She reported that since there is still much work to be done in ensuring the board policies and procedures are reviewed and approved by the Board, she is planning to hold a special administrative two-day, offsite meeting with senior administrators and constituency group participants to complete the board policy review process. Other items impacting accreditation will also be placed on the agenda. Those meeting dates are scheduled for August 17-18 at a TBD location.

Executive Director Ledesma distributed the Table of Contents for Chapter 3 and reported that all policies with the exception of BP 3710 Securing of Copyright, BP 3715 Intellectual Property and BP 3900 Speech, Time & Place went to the Board for a first reading on May 10. She requested feedback on the policies not yet sent to the Board so that she could submit them for a first reading at the May 24 meeting.

Interim Vice Chancellor Hawley reported that Chapter 4 policy BP 4010 Academic Calendar is not yet ready to move forward to the Board.

Ms. Ledesma reported that Chapter 6 will go to the Board for a first reading soon, and that Chapter 7 is ready to go to the Board for approval on May 24. During the first reading of Chapter 7, the Board requested BP 7110 Delegation of Authority for Human Resources include a reference to the Board's Governance Principle on Delegation of Authority. Chapter 7 has been emailed to DC

members, and if there is any further comments on the policies that should be sent to her as she is getting ready to put these on the agenda for Board approval.

MSCC President McKee requested to see the revised draft of the District's Hiring Procedures. Chancellor Budd answered these were reviewed at the last DC meeting, approved by the Chancellor's Cabinet and will now be used by the various screening committees.

Ms. Ledesma reported that three policies in Chapter 5 received final approval at the last DC meeting. Chancellor Budd stated the importance of including BP 5500 Standards of Student Conduct into the course catalogs.

5) Accreditation

Vice Chancellor Garcia reported she had printed the District Functions Map, and a link on the website will be created to provide easy access to District members.

EVC President Yong reported the college has not yet received any feedback regarding the subchange they had submitted to the ACCJC, even though they had received the bill for submitting the application. The team is working on refining the report and will work during the summer on revising the document.

SJCC Vice President Graham reported the college is working on evidence for each standard. The subchange to the report was approved in February. The college is working closely with the District regarding Standards III and IV as these contain a lot of district functions. The District Technology Group has linked to accreditation standards, and there is still a fair amount of work to be done. He received some very helpful feedback from Bob Pacheco.

Ms. Garcia stated EVC needs to work with SJCC to standardize the writing of Standard III.

6) Goals for FY2016-17

Chancellor Budd distributed her goals for FY2016-17 and reported this is a topic that could be reviewed at the August 17 and 18 retreat.

7) Accomplishments of FY2015-16

Chancellor Budd reported the presidents will share with the Board the accomplishments regarding SSSP and equity activities. Mr. Graham shared some uses of these funds, including hiring a FT and PT Counselor, purchase of 50 computers for the Assessment Center, a mobile assessment center, hiring more DSPS counselors and two specialists to work with disabled students, and costs associated with the summer bridge program. Mr. Yong reported that an EOP&S Counselor was hired, the purchase of a software system to help counselors track students, funding the Historically Black Students Tour through the AFFIRM program, purchasing of books for the OASSIS program.

President Yong reported that enrollment for Fall was less than the year before. Summer enrollment is doing well, but the college is hoping things will turn around in the next few weeks. The goal is to finish the year with a target of 6500 FTES.

8) 27 Acres

Vice Chancellor Smith reported the original proposal with Republic included below market housing, but that has now been removed from the proposal. As a result, we would not be receiving

May 19, 2016, District Council Meeting Minutes

the \$1.5 million annually we had hoped to receive. We have heard from the community, and we are now in negotiations with the developer. We are looking at less acreage but still want to ensure this property would be a good funding source. We want to develop something on this land, and are still reviewing whether or not it would include an aquatic center.

8) Other Items

Mr. Narveson distributed a picture of the old District Office building, dated around 1973. It was a single, mobile home facility at that time.

No other items were discussed.

The meeting adjourned at 5:03 p.m.