



## SJECED DISTRICT COUNCIL MEETING MINUTES

December 13, 2018  
3:00—5:00 p.m.  
EVC, Library, Mishra Rm.

### **Attendees:**

Alex Lopez (SJCC Academic Senate President)  
Andrea Lopez (CSEA 363)  
B. Breland (Chancellor)  
D. Hawkins (CSEA 363)  
D. Smith (Vice Chancellor)  
E. Narveson (District Academic Senate President)  
E. Ayala-Austin (MSCC)  
F. Espinoza (EVC Academic Senate Member)  
J. Escobar (Acting SJCC President)  
J. LeDee (CSEA 363)  
P. Crawford (SJCC Academic Senate)  
P. Fong (AFT 6157)  
R. Pratt (EVC Academic Senate)  
S. Alvarez (CSEA 363)  
S. Minjares (CSEA 363)  
W. Watson (CEM)

### **Other Attendees:**

A. van Ommeren  
J. Pace  
R. Brown  
S. Brusseau

### **Absent:**

A. Herrera (MSCC)  
B. Seaberry (Vice Chancellor)  
D. Micetich (EVC College Council)  
F. Villa (CSEA 363)  
J. Bills (AFT 6157)  
K. Aytch (EVC President)  
L. Harris (SJCC College Council)  
EVC and SJCC Student Government

### **1. Review of the Agenda:**

a. B. Breland reviewed the agenda with the District Council. No changes were made to the agenda.

### **2. Approval of the November 29, 2018 Meeting Minutes:**

a. M/S/P; Ayes – 16, Opposed – 1, Abstentions – 0, Absent – 7, Motion made by F. Espinoza; Seconded R. Pratt. The 11/29/18 meeting minutes were approved submitted.  
b. B. Breland clarified the highlighted follow-up items in the meeting minutes as a way to capture those task related items.

### **3. College Highlights:**

a. EVC: M. Gonzales reported for President Aytch:  
i. Guided Pathways: the core team will be meeting next week with our regional coordinator.

- ii. San Jose Promise: the first cohort will graduate in June.
  - iii. Strategic Plan: The first draft of the College Strategic Plan was provided to College Council last week for a first review. We will also present it at PDD.
  - iv. AB 705: teams are currently preparing for the Board meeting.
  - v. Vision for Success: President Aytch has completed the survey, due December 15.
  - vi. M. Gonzales also reported that we are working to weave all of these areas into the strategic plan for the upcoming PDD.
- b. SJCC: J. Escobar reported that SJCC has continued to sustain reports for the different initiatives in preparation for the January 8 Board meeting. Teams continue to support the efforts around strategic planning, AB 705 and other.
- c. District:
- i. AB 705: B. Breland reported that the district just completed hosting an AB 705 retreat where Classified staff were also included. All were provided with the task of submitting their finished work-plans to the SharePoint site by the end of fall semester.
  - ii. Vision for success:
    1. B. Breland reminded that the next step in this process is the goal setting process, which is due May 31.
    2. A. van Ommeren provided an AB 705 FAQ handout from the State Chancellor's Office. [Document found here.](#)
    3. A. van Ommeren provided of Vision for Success handouts. [Documents found here.](#)
      - a. A. van Ommeren reported that she would be working with the college researchers to establish baseline data.
      - b. A. van Ommeren noted that there are five goals that each college is responsible for aligning to.
      - c. A. van Ommeren reminded that these goals would need to go to the Board.
    4. B. Breland reminded the committee that, ideally, this group would report at the next meeting as to what the local college teams are doing to complete the goal setting process.
    5. J. Escobar noted that the timeline is very short with a need for the Board to approve by May 31. Will the Board require a 1<sup>st</sup> and 2<sup>nd</sup> reading?
      - a. B. Breland noted that ideally the Board should receive a presentation in April with a draft in March.
    6. A. van Ommeren reminded that the State Chancellor's Office would provide all of the data.
- 4. Accreditation Update:**
- a. EVC:
    - i. Reminder to the group that the mid-term report is due October 15, 2020.
    - ii. M. Gonzales reported that EVC took a good step towards accreditation via the search committee for the Dean of Research and IE.
  - b. SJCC:
    - i. J. Escobar reported that the draft is being finalized.
- 5. Board Policies and Administrative Procedures:**
- a. B. Breland reminded the committee that there were changes made to the draft flow-chart and distributed those updates. [Document found here.](#)
  - b. B. Breland thanked J. Pace for the great work done to codify this process all on one page.
  - c. B. Breland noted that the next step for this group would be to vote for approval of this document.
    - i. Alex Lopez noted that the AP/BP committee would like to review the flowchart and current policies, and then forward them to the Academic Senate. The committee will meet again in January.
    - ii. Andrea Lopez noted confusion in terms of documentation tracking and how we can better identify who made changes, (i.e. Academic Senate, Police, CCLC,). This led to a discussion around revisiting the flowchart to ensure everyone has the opportunity to review.

- d. B. Breland clarified that the AP and BP committee representatives will bring the committee's recommendations back to the next District Council meeting.
- 6. Resource Allocation Model Update – Status of Performance Audit:**
- a. B. Breland noted that we are awaiting a Project Scope from the selected firm. This should be received this week. Once received we will hold a follow-up meeting with the firm and the representatives that originally reviewed those audit companies to provide feedback on the direction we are moving in.
  - b. Andrea Lopez questioned who would be paying for the Performance Audit.
    - i. B. Breland noted that this would be a district expense.
  - c. B. Breland noted that the selected company is very versed in this performance audit area as well as the community college arena.
- 7. Golden Handshake:**
- a. B. Breland reminded the group of Anthony Oum's report on the Golden Handshake at the last District Council meeting.
  - b. D. Smith reported that he and his team would be meeting with the consultant tomorrow for those that can attend. We will schedule a follow-up meeting with those that cannot meet tomorrow.
  - c. P. Crawford distributed an overview of the GH issues. [Document found here.](#) This is an urgent issue as many faculty hires are being held up. If we are unable to solve this before the end of this year, we are looking at pushing this remedy into February.
  - d. P. Crawford noted the need to meet with the Chancellor very soon to discuss the possibility of opening these positions in a timely fashion.
  - e. C. Frazier highlighted that we do not pay for benefits.
  - f. B. Breland noted that if we have in-fact paid for the requirement, he is not opposed to rehiring. At this point, we will meet with the consultant to review the options and go from there.
  - g. B. Breland noted that whichever way the meeting with the consultant happens, B. Breland would like both C. Frazier and P. Crawford at that meeting to validate the information they discussed today.
  - h. B. Breland thanked everyone for the work and due diligence on this project.
  - i. J. Escobar recognized that Chancellor Breland believes in filling as many full-time faculty positions at the college as we can.
- 8. Committee Reports:**
- a. District Budget Committee:
    - i. D. Smith reported that the next meeting would be held on January 31 where we will review the first quarter budget.
  - b. District Technology Planning Committee:
    - i. No report.
  - c. Institutional Effectiveness Committee:
    - i. A. van Ommeren reported that the committee is on hold at this time with the first meeting resuming in 2019.
  - d. College Council:
    - i. EVC: M. Gonzales reported that the meeting was held this week where the first draft of the strategic plan was presented.
    - ii. SJCC: J. Escobar reported on two recommendations made to the President's office:
      - 1. Accept the update to the Educational Master Plan to include the addition of the Swimming Pool and the Child Development Center. This is scheduled to go to the Board in January. We expect that the Facilities Master Plan will be updated next and presented to the Board at their February meeting.
      - 2. The council is in support of Chief Morales's recommendation that the Chancellor provide the campus with appropriate funding for campus police's overnight safety.
        - a. P. Crawford highlighted the importance of using the approximate \$2M in Plant fund to help to remedy the continued break-in problem occurring at SJCC.
- 9. Other Items:**
- a. Housing Survey:

- i. A. van Ommeren reported that the Employee Housing Survey closes tomorrow and requests that people please respond.
  - ii. B. Breland noted that we would have a much better understanding of our workforce after this survey is completed.
- b. Charge of the District Council:
  - i. Andrea Lopez highlighted the importance of reviewing the Charge of the District Council, to include the Classified Senate.
  - ii. B. Breland noted that we would include this item on the next agenda.
- c. Shared Governance Wing at SJCC:
  - i. J. Escobar reported that all shared governance groups will have offices on the fourth floor of the technology building as a way to demonstrate the commitment we have to this effort, and foster collaboration and integration of communication.
- d. P-Tech Grant:
  - i. J. Escobar reported that SJCC is pursuing the P-Tech Grant in January.
  - ii. Alex Lopez noted that the Executive Committee is currently looking at this grant.
- e. Thank you:
  - i. B. Breland thanked the group for all of the work done here at the district council level as well as all of the work done in each particular constituency group, specifically during all of the recent transitions. We are blessed and have a great opportunity to serve and reflect back on how we can help to serve our students better.

**10. Adjournment:**

- a. The 12/13/2018 District Council meeting adjourned at 3:59 p.m.