AGENDA  
DISTRICT COUNCIL MEETING  
Evergreen Valley College, Library Mishra Room  
May 16, 2019  
3:00 p.m. – 5:00 p.m.

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>PRESENTER/S</th>
<th>TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Review of the Agenda</td>
<td>All</td>
<td>2 min</td>
</tr>
<tr>
<td>2. Approval of the April 25, 2019 District Council Meeting Minutes</td>
<td>All</td>
<td>3 min</td>
</tr>
<tr>
<td>3. College Highlights:</td>
<td>Presidents/ van Ommeren/Breland</td>
<td>20 min</td>
</tr>
<tr>
<td>a. Guided Pathways</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. San Jose Promise</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Strategic Planning</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. AB 705 Update</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. Vision for Success</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Accreditation Update</td>
<td>Breland/Presidents</td>
<td>5 min</td>
</tr>
<tr>
<td>5. Board Policies &amp; Administrative Procedures</td>
<td>Pace</td>
<td>10 min</td>
</tr>
<tr>
<td>6. Resource Allocation Model Update</td>
<td>Breland</td>
<td>5 min</td>
</tr>
<tr>
<td>7. Latest IT Developments</td>
<td>Seaberry</td>
<td>10 min</td>
</tr>
<tr>
<td>8. Committee Reports</td>
<td>Escobar</td>
<td>15 min</td>
</tr>
<tr>
<td>a. District Budget Committee</td>
<td>Seaberry</td>
<td></td>
</tr>
<tr>
<td>b. District Technology Planning Committee</td>
<td>van Ommeren</td>
<td></td>
</tr>
<tr>
<td>c. Institutional Effectiveness Committee</td>
<td>Presidents</td>
<td></td>
</tr>
<tr>
<td>d. College Councils</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. 2019-20 District Council Meeting Schedule</td>
<td>Breland</td>
<td>5 min</td>
</tr>
<tr>
<td>10. Other Items</td>
<td>All</td>
<td></td>
</tr>
</tbody>
</table>
This agenda is designed to contain reports and discussion items pertinent to the Governing Board’s Ends Policies and Strategic Priorities:

**Ends Policies: Global Ends Statement:**
The San José–Evergreen Community College District exists to ensure all students, especially those with educational and/or socioeconomic challenges, will have the skills and capabilities to be successful in the next stage of their life, sufficient to justify the use of available resources.

**Student Success:**
The San José–Evergreen Community College District will improve student success through enhanced educational services and programs and strengthened community engagement.

Included in Student Success:
- **Transferability** (All students, especially under-prepared students, will achieve academic success sufficient to transfer to a four-year post-secondary institution.)
- **College Readiness** (Students will develop the language skills to succeed in college, the ability to analyze, synthesize, and evaluate information, and will be able to effectively communicate with others and successfully work collaboratively in culturally diverse settings.)
- **College Experience** (Enrichment opportunities will exist to enhance the learning environment and support student success.)
- **Degree and Certificate Completion** (Students will complete degrees and certificates to enter the workforce.)

**Community Impact:**
As a leader in the Silicon Valley, The San José–Evergreen Community College District will be an active partner with civic and other community leaders to create a strong economy and foster social-economic equity and social justice.

Included in Community Impact:
- **Career Development** (Students will acquire skills sufficient to get, keep and progress in jobs with local employers, particularly in high wage/high growth areas, for all students, especially for: under-prepared students; older displaced students; and young people at the start of their careers.)
- **Community, business, industry and trades partnerships/collaborations** (The District will collaborate with business, industry, and the trades for high employment in quality jobs through job placement, internships, mentorships and philanthropic development.)

**Strategic Priorities (2018-2025):**

1. **Student Success:** The San José – Evergreen Community College District will improve student success through a culture of evidence by providing structured educational pathways and continuous support services that align with their educational and career goals and promote responsible global citizenship and civic engagement.
2. **Workforce and Economic Development:** The San José – Evergreen Community College District will support economic mobility of our diverse community by responding to the workforce needs of the Silicon Valley Region.
3. **Organizational Effectiveness and Sustainability.** The San José – Evergreen Community College District will develop and utilize systems that promote institutional effectiveness, fiscal sustainability, and accountability.
4. **Technology.** The San José – Evergreen Community College District will invest in secure information and instructional technology solutions that enhance learning and working environments and support institutional effectiveness and student success.
5. **Communication.** The San José–Evergreen Community College District will engage in effective communication with internal and external audiences to improve stakeholder satisfaction.
6. **Total Work Environment:** The San José – Evergreen Community College District will promote a total work
environment that contributes to the success and development of its students and employees.

District Council - Membership (26):

| Committee Chair (1) |
|---|---|
| Chancellor | Byron Breland |

| Faculty (7) |
|---|---|
| 1 | EVC Academic Senate President | Randy Pratt |
| 2 | SICC Academic Senate President | Alex Lopez |
| 3 | District Academic Senate President | Eric Narveson |
| 4 | SJCC Academic Senate Member | Frank Espinoza |
| 5 | EVC Academic Senate Member | Phil Crawford |
| 6 | AFT 6157 Representative | Jennifer Bills |
| 7 | AFT 6157 Representative | Paul Fong |

| College Council (2) |
|---|---|
| 1 | EVC College Council Representative | David Micetich |
| 2 | SJCC College Council Representative | Elizabeth Pratt |

| District (4) |
|---|---|
| 1 | Vice Chancellor, Information Technology and Institutional Effectiveness | Ben Seaberry |
| 2 | Vice Chancellor Administrative Services | Jorge Escobar |
| 3 | Chief Human Resources Officer | Beatriz Chaidez |
| 4 | Center for Economic Mobility Representative | William Watson |

| Classified (4) & CSEA 363 (4) |
|---|---|
| 1 | SJCC Classified Professional | Andrea Lopez |
| 2 | SJCC Classified Professional | Julinda LaDee |
| 3 | EVC Classified Professional | Vacant |
| 4 | EVC Classified Professional | Vacant |
| 5 | CSEA 363 | Dan Hawkins |
| 6 | CSEA 363 | Joe Lugo |
| 7 | CSEA 363 | Sarai Minjares |
| 8 | CSEA 363 | Stacey Alvarez |

| Student Government (2) |
|---|---|
| 1 | EVC Student Government Representative | Vacant |
| 2 | SJCC Student Government Representative | Amanda Ross |

| College Presidents (2) |
|---|---|
| 1 | EVC College President | Keith Aytch |
| 2 | SJCC College President | Roland Montemayor |

| MSCC (2) |
|---|---|
| 1 | MSCC Representative | Antoinette Herrera |
| 2 | MSCC Representative | Eliazer Ayala-Austin |

District Council Charge:

The District Council is the primary participatory governance advisory committee to provide the Chancellor with input and advice in addressing the strategic priorities and Board ends policies. It is distinguished as a council to reflect its overall responsibility for coordinating district-wide planning, including coordination, input and review of district policies and procedures and district-wide committees. The council must have direct representation from the other district advisory committees in order to ensure appropriate linkages with the other planning processes within the district. Members of the Council will be responsible for bringing information back to their constituent groups. This permits a constant flow of information between the colleges and the district office, and across all planning activities of the various entities and constituency groups.

The duties of the council shall include the following:

- Articulate a vision of the future for the district, reflective of its mission.
- Develop a set of long-range goals for the district through a collaborative process involving all segments of the district.
- Collect, analyze, maintain, and disseminate institutional planning data.
- Develop planning assumptions and priorities to advance the strategic priorities and Board ends policies.
- Coordinate implementation of district planning priorities through district-wide committees.
- Coordinate the review of all proposals for district policies and administrative procedures changes to ensure that all appropriate constituencies have had adequate opportunity to review and comment on the proposed changes.
- Provide recommendations and information that reflects the views of their respective college councils and constituent groups.
- Accept responsibility for taking information back to the colleges and their respective groups for discussion, revision and input.
- Create standing committees and task forces when needed.
SJECDC DISTRICT COUNCIL MEETING MINUTES
April 25, 2019
3:00—5:00 p.m.
Evergreen Valley College, Library, Mishra Rm.

Member Attendees:
Alex Lopez (SJCC Academic Senate President)
B. Breland (Chancellor)
B. Chaidez (Associate Vice Chancellor, HR)
B. Seaberry (Vice Chancellor)
D. Hawkins (CSEA 363)
E. Narveson (District Academic Senate President)
E. Pratt (SJCC College Council Representative)
F. Espinoza (EVC Academic Senate Member)
J. Escobar (Interim Vice Chancellor District Admin Services)
J. Lugo (CSEA 363)
K. Aytch (EVC President)
K. Vujjeni (CCCEM) (for William Watson)
P. Crawford (SJCC Academic Senate)
  P. Fong (AFT 6157)
E. Pratt (for Acting, SJCC President, R. Montemayor)
R. Pratt (EVC Academic Senate)
S. Alvarez (CSEA 363)

Other Attendees:
J. Pace
R. Brown
S. Brusseau

Absent:
A. Herrera (MSCC)
Andrea Lopez (Classified Senate)
D. Micetich (EVC College Council)
E. Ayala-Austin (MSCC)
J. Bills (AFT 6157)
J. LeDee (Classified Senate)
M. Osorio (MSCC)
S. Minjares (CSEA 363)
SJCC and EVC 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 March 28, Meeting Minutes:**
   a. M/S/P; Ayes – 17, Opposed – 0, Abstentions – 0, Absent – 10, Motion made by F. Espinoza; Seconded D. Hawkins. The 3/25/2019 meeting minutes were approved as submitted.

3. **College Highlights:**
   a. EVC – President Aytch:
      i. Guided Pathways: We continue to look at meta-majors and career pathways. Rob Johnstone will return in the fall to do more work.
      ii. San Jose Promise: We continue to work with the district and SJCC. 40 Promise Students will be graduating this year.
      iii. Strategic Planning: Our Strategic plan has officially been updated and accepted by College Council.
      iv. AB 705 Update: We have completed key co-requisites and those will be scheduled asap. We are very excited that we are in a position to support the needs of our students.
      v. Vision for Success: Thanks to Alice and Jackie for presentations at the last board meeting. We have reached about 80% of those goals with the biggest being to reduce the number of units for degree.
   b. SJCC – Acting President Elizabeth Pratt for Acting President Roland Montemayor:
      i. Guided Pathways: Rob Johnstone visited the campus last month and will return tomorrow for another retreat. We are looking at mapping out and drafting design principles and integrating AB 705 work.
      ii. Strategic Planning: We held a great retreat a couple of weeks ago and are happy to report that we had 40 participants all working on the initial framework to align for the vision for success. Our next step will include work to clean up our indicators.
      iii. AB 705: We are meeting regularly with the team. We are in the process of rolling out information to better inform students of their rights.
      iv. Vision for Success: We look forward to working with Alice and will have the final reading at the next Board meeting.
   c. Chancellor Breland thanked the colleges for their work on the promise program and thanked VC Escobar for his work to identify funding available. Chancellor Breland further reported that the District will be holding a large fundraiser in the coming months with some local area tech companies in an effort to alleviate some of these costs.

4. **Accreditation Update:**
   a. EVC:
      i. President Aytch noted an interesting fact in that a recent survey resulted in finding that 37% of ALO’s have less than one year of accreditation experience.
   b. SJCC:
      i. Acting President Pratt noted that the SJCC team has received great support from the ACCJC team.
   c. District:
i. Chancellor Breland reminded the group that we need to pay attention to all substantive changes moving forward as well as our own procedures.

ii. VC Escobar noted that the district will be active participants in contributing to specific standards and noted the importance of communication throughout this process.

5. **Resource Allocation Model Update – Performance Audit Update:**
   a. Chancellor Breland reported that Harvey Rose and Associates continues to conduct their research across the 10 colleges and districts identified with a tentative completion date in May.
   b. Chancellor Breland noted that the information provided in the final report would inform the Resource Allocation Model which will go to the Board for approval.

6. **Board Policy & Administrative Procedures:**
   a. Joy Pace shared:
      i. CCLC Spring Board Policy Updates [here](#) and [here](#).
      ii. Previously provided CCLC Updates still pending Academic Senate Approval [here](#).
      iii. A listing of board policies and administrative procedures still pending Academic Senate and Matriculation Committee Approval [here](#).
   b. Joy Pace asked the group to review all outstanding board policies and administrative procedures.
   c. Eric Narveson reported that the Policy Committee will hold its next meeting on May 3rd with a final report out to the District Council on May 16th.

7. **Vision for Success Goals – Second Reading – E.D. van Ommeren:**
   a. The following presentation was provided [here](#).
   b. The State Chancellors Office has released the equity data so IESS was able to establish the disproportionate impact.
   c. Next steps will include taking this to the Senates and then the Board.
   d. The group discussed concern around those demographics that are not identified specifically (i.e. Veterans and DSPS numbers do not speak to the data listed in this report), and it was suggested to include the actual count.

8. **Latest IT Developments:**
   a. Mobile App:
      i. VC Seaberry introduced the new campus mobile app that is currently being reviewed at both colleges. This app was developed by Ellucian (MyWeb) and designed for students, faculty and staff to integrate across all areas.
      ii. This app is available now from the app store with automatic updates. The app is a shell that can be personalized by each school.
      iii. The app links to the Rave Guardian system allowing a person to notify Campus Police of a problem.
      iv. Maps are integrated with campus buildings.
      v. Course lists are available for faculty and students.
      vi. Students can register for courses through the app (add codes are not yet set up).
      vii. Students can access grades.
   b. Suggestions:
      i. Integrate class cancellation notifications into the system.
ii. Acting President Pratt noted that SJCC would like a student focus group to review the app prior to release.

9. Committee Reports:
   a. District Budget Committee - VC Escobar:
      i. DBC met yesterday to review the Q3 expenses to date. Both entities are matching total expenditures for this year around $45M each.
      ii. The next County Data Point will be received by May 13.
      iii. The RBOA met today and confirmed OPED numbers are fully funded and covered.
      iv. The District is in negotiations with various groups, all of which are working collaboratively towards mutually agreeable outcomes.
      v. Health benefits are confirmed within the range projected in the Q2 report.
      vi. The Fiscal Services Team is working to provide leadership and visibility district-wide to the amount of behind the scenes work that takes place in Fiscal and Business Services at various times of the year. Automation of many processes is of high importance.
   b. Tech Committee – VC Seaberry:
      i. The last meeting was held on April 11th with one more to take place this year.
      ii. A major focus includes updates to technology plan initiatives, addition of a concept of digital transformation in terms of how we can change and transform as a whole. Resource: https://www.educause.edu/focus-areas-and-initiatives/digital-transformation
      iii. Alex Lopez commented in strong support of digital transformation and invited VC Seaberry and his group to meet with the Counselors as technology knowledge is greatly needed.
   c. Institutional Effectiveness Committee – E. D. van Ommeren:
      i. The committee will begin to meet again in the fall with meetings held on the first Tuesday of the month from 9:30 a.m. to 10:30 a.m.
      ii. The next meeting will review the charter statement and ask for participation from the shared governance groups.
   d. EVC College Council – President Aytch:
      i. The Council met on Monday and assigned the following college committees to report to college council: Safety and Facilities
      ii. The committee approved eight program reviews.
      iii. Discussed and identified student forum dates to cover marketing & branding, student feedback on surplus land, with a climate discussion pending availability.
   e. SJCC College Council – Acting President Pratt:
      i. The committee approved the 2019-20 budget and the new scooter policy as presented by Chief Morales.
      ii. Received an update from the Classified Senate group.
      iii. Hosted a strategic planning retreat.
      iv. The next meeting is scheduled for Friday, May 17th where the committee will review the strategic plan.

10. Other Items:
a. End of year events:
   i. Chancellor Breland reminded the committee that as the academic year comes to a close we have many celebrations coming up including API, Native American, African American Achievement, CE Graduation, Tesla Graduation, La Raza, Thi Beta Kappa, Alcohol and Drug Studies, the Chang Foundation luncheon and many others.
   ii. Chancellor Breland encouraged people to attend these celebrations.
   iii. Phil Crawford commented that it would be great if we could honor faculty member Estacio Cortez at one of these events for his great work throughout the district since 1958.

b. District Leadership:
   i. Chancellor Breland empowered the group, in their leadership roles, to stop bad behavior when it starts and stand up, professionally, for what we stand for as a district; social justice, and creating a sense of belonging where all have the opportunity to contribute; there is no place for harassment or language that puts anyone down in this district.
   ii. Chancellor Breland further noted that if you have a question related to how to handle a situation, please reach out.

c. Email Monitoring:
   i. Ryan Brown reported that the district recently implemented an email monitoring process for those emails sent out district-wide and campus wide that may not pertain to the direct business of the district.
   ii. The group recommended that the Chancellor’s Office send out a notification of this new process, referencing the current policies and procedures in an effort to provide clear and transparent information.

11. Adjournment:
   a. The meeting adjourned at 4:50 p.m.