

Contra Costa Community College District

District Governance Committee (DGC)

Date: Tuesday, August 31, 2010

Time: 1:00 p.m. – 4:00 p.m.

Location: DVC Trophy Room

Attendance:

Classified: Present: Linda Kohler, Ann Patton, Coleen Lento, Mercy Pono, Rose Orpilla, Krista Ducharme

Absent: Mike West, Greg Evilsizer

Faculty: Present: Michael Norris, Michael Yeong, Glenn Appell, Laurie Lema, Richard Akers, Jeff Michels, and April Tisby

Absent: (Ruth Simon)

Managers: Present: Bob Estrada, Sandra Smith, Bill Oye, John Wade and Michael Todd

Absent: Tonia Teresh

San Ramon: Present: Tedmund Munoz

Students: Present: Deshawn Woolridge, Keith Montes

Absent: Brian Donovan, Chelsea Cheung, Jim Gardner

Guests: Present: Helen Benjamin, Kindred Murillo, Judy Breza, Serena Muindi, Ray Pyle and Jennifer Ounjian

Item	Topic
1	<u>Call to Order:</u> <ul style="list-style-type: none">• Meeting was called to order at 1:04 p.m.• Introduction of new and old members.
2	<u>Review of the August 31, 2010 agenda:</u> <ul style="list-style-type: none">• The agenda was approved.
3	<u>Correction and approval of July 20, 2010 minutes:</u> <ul style="list-style-type: none">• Jennifer Ounjian was present as a guest. Ann Patton was present as a classified rep. Coleen Lento’s name is misspelled and should be spelled with only one “L”.• The minutes were approved with corrections.
4	<u>Chancellor’s Report:</u> <ul style="list-style-type: none">• <u>Review of September 8, 2010 Governing Board Agenda:</u>

	<ul style="list-style-type: none"> • <u>Chancellor’s Report:</u> <ul style="list-style-type: none"> ○ Last year there were 2500 more FTES than funded with new numbers to come. ○ This year there will probably be more FTES than funded for but not as many as last year. ○ Equity district-wide: <ul style="list-style-type: none"> ▪ There was an activity yesterday: 48 people participated in the activity that was facilitated by two professors from USC (Center for Urban Education – CUE) who are currently working with LMC. ▪ The group was educated on the issues. ▪ The Chancellor’s Cabinet will meet about it. ▪ There will be continued teaching and learning on the achievement gap with intentional planning. ▪ The Chancellor will keep everyone updated.
5	<p><u>Board Policy 6004 (New) – Environmental Stewardship and Sustainability 2nd Read {Ray Pyle}:</u></p> <ul style="list-style-type: none"> • The backup doesn’t include the suggested changes are not included in the most current policy. <ul style="list-style-type: none"> ○ There were no changes to the 1st and 2nd paragraphs. ○ The 3rd paragraph changes were as follows: <ul style="list-style-type: none"> ▪ Addition of: “... <i>promote environmentally responsible business processes...</i>” ▪ The use of the word “land” was stricken and changed to “<i>grounds</i>”. ○ There was a question regarding the last sentence of the policy: Who is going to write the annual progress reports (college sustainability committees, district, etc...)? <ul style="list-style-type: none"> ▪ It was recommended by the Chancellor that the document not be so specific due to possible future changes. ▪ The college presidents will work in partnership with the policies. ○ The policy will go to the Cabinet for approval with the necessary changes.
6	<p><u>Adoption Budget {Serena Muindi}:</u></p> <ul style="list-style-type: none"> • Kindred Murillo, Serena Muindi and Judy Breza gave a PowerPoint presentation on the adoption budget. <ul style="list-style-type: none"> ○ The presentation included the goal, foundation and purpose of the presented budget, addressed the impact that the economy would have on the District this year and the following year, and stressed the need for maintaining fiscal stability. ○ The summary overview included a line item of each college in the district specifying the following: <ul style="list-style-type: none"> ▪ Budget resources ▪ Revenues ▪ Budget Uses ▪ Total Ending funding balances ○ The adoption budget is available on the 4cd website.
7	<p><u>Accreditation Recommendation #4 - 1st Read {Helen Benjamin}:</u></p> <ul style="list-style-type: none"> • <u>Consideration of BP 1012, AP 1012.1, BP 1009, AP 1009.01 and 1009.02:</u> <ul style="list-style-type: none"> ○ <u>BP 1012: Strategic Planning Institutional Effectiveness: Planning, Assessment and Continuous Improvement:</u> <ul style="list-style-type: none"> ▪ Revised to address institutional effectiveness and broaden the scope to include

	<p>assessment, continuous improvement, and a linkage to budget allocations.</p> <ul style="list-style-type: none"> ○ <u>AP 1012.1 (New): Institutional Effectiveness: Planning, Assessment, and Continuous Improvement:</u> <ul style="list-style-type: none"> ▪ Description of what we do now. ▪ Developed to link the processes of institutional effectiveness and define the roles and responsibilities. ○ <u>BP 1009 Institutional Leadership, Governance and Decision-Making:</u> <ul style="list-style-type: none"> ▪ Description of what it looks like. ▪ Revised to include institutional leadership and alignment with the governance and decision-making structure. <ul style="list-style-type: none"> • There was concern from the faculty whether or not there was room for input from the faculty in the academic and professional matters portion of the policy. ○ <u>AP 1009.01: Institutional Participatory Governance:</u> <ul style="list-style-type: none"> ▪ Renumbered to administrative procedure, with acknowledgement of the “participatory” governance structure. <ul style="list-style-type: none"> ○ The old policy was stricken. ○ Pg. 324 of the Title 5 documents needs to be added to the background info. ○ The word “policy” was stricken and changed to “<i>procedure</i>” in the introduction. ○ <i>Classified Staff Participation</i> was added and defined. ○ The phrase “consult collegially with” was stricken throughout the policy except for faculty. ○ <i>Management, Supervisory and Confidential Employees</i> was added. ○ The students were concerned with the last paragraph regarding student participation. <ul style="list-style-type: none"> ▪ Students don’t know Local 1 or United Faculty rules. ▪ The students were advised to read the Local 1 and UF contracts. ○ There was an inquiry into whether the managers would be required to participate in LMC’s Shared Governance Council. <ul style="list-style-type: none"> ▪ The managers’ involvement would be at the district level. ▪ The Chancellor asked the committee to think about whether other groups should have say on what another groups’ participation should be. ○ <u>AP 1009.0102: Process to Reach Agreement between the Governing Board and the Faculty Senates Coordinating Council on District-wide Policies and Procedures Governing Academic and Professional Matters:</u> <ul style="list-style-type: none"> ▪ Renumbered ○ The goal is to incorporate approved policies and procedures for the next accreditation ○ DGC members should come back in October with responses to the changes to the policies and procedures. ○ These policies need to be approved by December, no later than January.
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<p>8</p>	<p><u>Response to Accreditation Policy Changes {Michael Norris}:</u></p> <ul style="list-style-type: none"> • www.accjc.org/actions_on_policy.htm • Comments are due by October 1st. • If DGC wants to respond to the changes it has to be done today. • Michael Norris, President of the LMC Academic Senate presented his concerns with the Accreditation Policy Changes. <ul style="list-style-type: none"> ○ Integrity: they didn’t mention the institution or themselves. Michael recommended that ACCJC brings itself into its own policy. Also, the phrase “... <i>comply at all time with the Accreditation</i>”
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	<p><i>Standards, Eligibility Requirements and the Commission Policies</i>” implies a lack of integrity when that may not necessarily be the case.</p> <ul style="list-style-type: none"> ○ Actions on Institutions and Reports: everybody does a follow-up. Feels like it is an unnecessary procedure. ○ Actions on Institutional Reports: ACCJC president veto power over self-study. Doesn’t feel that this is fair. ○ Rights and Responsibilities/Good relations with institutions: the omission of consulting institution on the accreditation team, solely selected by the commission. ○ Lab Hours: Possible Title V discrepancies with ACCJC. It needs to match with Title V. ○ Under part D, there is new wording concerning the relationship between union collective bargaining agreements and college accreditation obligations. <ul style="list-style-type: none"> ▪ This should be deferred to the union. ○ There was a question asking about what was the most constructive way to address the concerns. <ul style="list-style-type: none"> ▪ The Chancellor will discuss with the cabinet the best way to address the issue and suggested to research if ACCJC have a set of standards for themselves.
9	<p><u>BP 3022/Open Enrollment – 1st Read {Jennifer Ounjian}:</u></p> <ul style="list-style-type: none"> • In the title of the policy the word “open” was stricken and changed to “<i>enrollment</i>”. • There was a question asking where was the language that included faculty members’ perspectives on whether it was acceptable for a student to miss a certain part of class. <ul style="list-style-type: none"> ○ It was recommended that the approval should come from the instructor (course conflict cards that are signed by the instructor and given to the admissions department).
10	<p><u>SS 3024/Open Enrollment – 1st Read {Jennifer Ounjian}:</u></p> <ul style="list-style-type: none"> • The word “open” was stricken and changed to “<i>enrollment</i>”.
11	<p><u>Rules and Regulations of the Governing Board – 1st Read {Jennifer Ounjian}:</u></p> <ul style="list-style-type: none"> • The proposed change is to limit the time a student can serve as student trustee, irrespective of college affiliation, to one year per student.
12	<p><u>DGC meeting schedule {Michael Norris}:</u></p> <ul style="list-style-type: none"> • Does DGC want to change meeting times? • Fall semester will match governing board schedule.
13	<p><u>Reports from Constituent Groups:</u></p> <p>No reports.</p>
14	<p><u>DGC Steering Committee Report:</u></p> <p>No report.</p>
15	<p><u>Adjournment:</u></p> <p>Meeting was adjourned at 4:00 p.m.</p>