

District Governance Council
Minutes
October 14, 2008

Roll Call

Faculty:

Present: Richard Akers, Glenn Appell, Erich Holtmann, Laurie Lema, Jeffrey Michels, Ruth Sison
Absent: Michael Norris, Fritz Pointer

Classified:

Present: Krista Ducharme, Jocelyn Iannucci, Linda Kohler, Mercy Pono, Mike West
Absent: Alma Cardenas, Michael Gong

Management:

Present: Yvonne Canada, Linda Cherry, Bob Estrada, Lyn Krause
Absent: John Wade, Lindy Wille

Student:

Present: Simmon Leone
Absent: Elaine Davis

San Ramon Campus:

Present:
Absent: Kevin Horan

Guests:

Deborah Blue, Helen Benjamin, Gene Huff, Tim Leong, Mojdeh Mehdizadeh, Kindred Murillo, Roy Stutzman, Fred Trapp

1. Call to Order
The meeting was called to order at 1:05pm.
2. Review of October 14, 2008 agenda
Gene Huff requested that HR Procedure 2040.01, Sabbatical Leave for Faculty be added. The agenda was approved with this addition.
3. Correction and Approval of September 16, 2008 minutes
Minutes were approved.
4. Chancellor's Report
 - Review of October 22, 2008 Governing Board Agenda
 - Items 30A & 30B-The Board is asked to approve the Tentative Agreements with Local 1 and United Faculty. (Huff)
 - Item 30C-The Board is asked to approve a Resolution for reduction of classified staff due to the completion of a Title III grant that the classified employee worked on. The employee has been notified. (Huff)
 - Item 30D-A manager suggested that the Academic Calendar be prepared for three years. The Chancellor stated that it was duly noted.
 - Item IX General Agenda C-There is a Report on Investments for the Board's information. Kindred Murillo reported that the investments are in good standing.

- Chancellor's report

The Chancellor stated that there will be another Attendance Accounting Workshop on November 5 for those who weren't able to attend the previous presentations. Faculty requested that it be televised. The Chancellor and Mojdeh Mehdizadeh agreed. The Chancellor stated that there will be a C Hourly Budget Workshop coming in November.

5. Business Procedure 18.04, Academic Senate Budget Guidelines (Revised) – 3rd Read
{Kindred Murillo}

Murillo reported that the \$60,000 allocation has been in place since 1990. The term “ADA allocation” should be replaced with “classified allocation formula”. Faculty would like to change the allocation amount so the procedure will be brought back to DGC for a 4th read.

6. VOIP and Technology Plan – Update {Mojdeh Mehdizadeh}

Mehdizadeh stated that the consulting firm, Western Telecommunication Consulting (WTC), was engaged to assist in the planning process. Representatives from each constituency group are on the planning committee. WTC has assessed the current infrastructure and is in the process of costing out various models. WTC will meet with the planning committee next week. WTC will work with the committee to implement the strategic plan using bond funds. Emergency phone systems and alternate power sources during power outages are being discussed. The DO generator has been approved and a location for it has been designated. Hopefully, it will be in place within the next few months.

Mehdizadeh reported that the committee is in the process of planning for the active campus web portal. It has presented the portal information to all student organizations. The students will be able to access web advisor, personal calendars, announcements targeted to specific groups, etc. The portal implementation team consists of 55 people representing all constituent groups. The team will have a core team of 14 members to help facilitate progress due to the large size of the committee. The implementation target deadline is April 2009. Classified requested that they have a representative on the core committee. Students should be represented also. The Chancellor stated that classified and students will have representatives on the core team.

Mehdizadeh stated that Strata Information Group did a presentation of Datatel usage at the April 2008 Governing Board meeting. Strata recommended Datatel process improvement teams and training. The 1st phase of implementation is the Datatel Colleague Training Plan. Managers have been given Colleague Overview training and over 85 managers attended. The 2nd phase is creating the process expert teams (PETs) to develop training documents and improve processes. Some PET's have begun meeting. Strata will also look at several departments beginning with DO Purchasing to look at process improvement.

7. DGC Calendar - Information

Governing Board 2009 calendar has been approved so there is no change to previously approved calendar.

8. Faculty Sabbatical Leave {Gene Huff}

This item was added at the meeting. Huff stated that with regards to Faculty Sabbatical Leave, the Collective Bargaining Agreement and HR Procedure 2040.1 were contradictory. The bargaining agreement now includes language about modifications to sabbatical leave.

The procedure has been revised to include the same language. The HR procedure will be brought to DGC as a 1st read.

9. Reports from Constituent Groups

Classified - DO Classified reported that the managers held the annual Staff Appreciation Day which began with the Chancellor's Chat and included kite building and flying as team building exercises. The managers also prepared a BBQ lunch for the staff. CCC Classified reported that their senate held a meeting with the classified staff regarding the accreditation visits. DVC Classified held an Ergonomics Workshop that was very well received.

Faculty - the Chancellor met with the Academic Senate and that the Senates are attending Senate meetings at the other colleges.

Managers - management has been attending the attendance accounting training. SRC hosted the Danville Chamber of Commerce for a mixer.

Students – Simmon Leone was introduced as the new student representative from DVC.

ASDVC is working on a discount bus pass program as well as a festival for all vendors that give discounts.

10. DGC Steering Committee Report

Non-DGC members were excused from the meeting. The new Code of Ethics and Code of Conduct procedures memo to the Chancellor's Cabinet has not been sent as of yet. Steering committee members are working on a list of questions and concerns to send.

The Steering Committee recommended that a subcommittee of the DGC be created to serve as the Budget Committee. Linda Cherry stated that she will be on a sabbatical to research Integrated Strategic Planning in Multi-Campus Districts. Cherry's research could help the DGC with determining the budget responsibilities. It was decided that Linda Cherry, Jeffrey Michaels and Krista Ducharme will serve on this subcommittee. The chair also requested that a student serve as well.

11. Adjournment

The meeting was adjourned at 2:15pm.