

District Shared Governance Council (DSGC)
December 7, 2009
Minutes

Members Present: Co-Chairs Patty Dilko and Jing Luan, Linda Allen, Connie Beringer, Jenny Castello, Denisse Gonzalez, Megan Eznekier, Yraes Guerrero, Teeka James, Charles Jones, Virginia Medrano Rosales, Martin Partlan, Rita Sabbadini, Stephanie Samuelson, Rene Sully

Members Absent: Diana Bennett, Cliff Heap, Ray Hernandez, Marsha Ramezane, Steffi Santana

Others Present: Beverly Madden, David McLain, Huy Tran

The meeting was called to order at 2:20 p.m.

Vice Chancellor Luan announced that there are two new members: Yraes Guerrero is the new at-large student member and Rene Sully is the new representative of the Associated Students of Cañada College.

Review and Approval of Minutes

It was moved by Professor James and seconded by Dean Castello to approve the minutes of the meeting of November 2, 2009. Professor James requested that the paragraph on page 2 regarding Policy 7.21, Speech: Time, Place and Manner” be clarified. She said AFT’s concern about this policy is not about it being a negotiable item but rather about its constitutionality. With this clarification, the motion to approve the minutes carried, with two abstentions and all remaining members present voting “Aye.”

Vice Chancellor Luan requested that the agenda item titled “CSM logo” be heard after consideration of the Board policies because the presenters were not yet present. There were no objections.

Public Comments

None

Board Policies

1.00, The San Mateo County Community College District

Professor James said a member of her constituency mentioned that on occasion an employee’s name and College/District affiliation is shown on a list of endorsers and asked if this is permissible. Vice Chancellor Luan said the affiliation may be used to identify where a person works, but it would be advisable to make clear that the person is acting only on his/her own behalf. Professor James asked if the policy applies to everyone in the District; Vice Chancellor Luan said it does. Professor James asked what the consequences would be for violation of the policy. Professor Dilko said the regular disciplinary procedure would be followed, beginning with a reprimand. Mr. Jones asked if it would be permissible to continue to distribute business cards without fear of crossing the line; Vice Chancellor Luan said use of business cards is acceptable because it does not imply endorsement of anything.

After this discussion, Vice Chancellor Luan called for a poll on approval of this proposed policy. The vote was:

- “a” (I support the recommendation completely) – 12
- “b” (I support the recommendation with reservations) – 1
- Abstentions – 2

Because at least 60% of members present were at one level, the recommendation will be forwarded to the Chancellor. Vice Chancellor Luan reminded DSGC members that any member can submit a brief rationale for his or her vote which will accompany the recommendation to the Chancellor and the Board of Trustees.

Vice Chancellor Luan said that the following Chapter 7 policies are for review and discussion only; no polling of members will take place. He added that since this is the second time they are being reviewed, comments will be considered but the policies will not be presented to the DSGC again.

7.22, Student Credit Card Marketing

No concerns were expressed.

7.23, Athletics

Professor James said a member of her constituency asked the purpose of having this in Rules and Regulations, e.g. is there a plan to increase or decrease athletic offerings or dramatically change the offerings. Professor Dilko said the policy was added in order to comply with Title 5 requirements.

7.69, Student Conduct

Professor James said a member of her constituency questioned whether this proposed policy is unconstitutional in terms of violating the Second Amendment, particularly Section 2(v) which prohibits “possession, sale, use, or otherwise furnishing of explosives, dangerous chemicals, deadly weapons or other dangerous objects on College/District property or at a College/District function without prior authorization of the Chancellor, College President, or authorized Designee.” Vice Chancellor Luan said that because of numerous incidents on college campuses, colleges have established their own policies to guarantee safety in the learning environment. Professor James suggested that because the proposed policy is so detailed, it might encourage gun advocates to bring guns onto campus in order to force a challenge of the constitutionality of the proposed policy. Professor James suggested the policy could simply say that the law will be enforced. Ms. Samuelsen recalled that Barbara Christensen said the language is from the Community College League of California recommendation. Professor James said that in the future, she would like to see more reasoning than that wording comes from the League. Professor Dilko said that although there always will be disagreements and lawsuits, the League uses attorneys and issues regular updates to comply with changes in Title 5 regulations and other changes; therefore, the District decided to use the League’s recommendations as a starting point in reviewing the policies. Professor James agreed that it makes sense to use the League service in this way. Professor Partlan asked is there is an agency that requires the District to have policies. Professor Dilko said Title 5 requires it and the ACCJC requires that the policies be reviewed regularly.

Ms. Gonzalez said her constituency is uncomfortable with the following phrases in Section 2(a): “continued willful disobedience” and “the open and persistent defiance of authority.” She requested that these phrases be clarified further.

7.70, Student Disciplinary Sanctions

Ms. Allen noted that Section 2(e) states, “If the student is a minor, the parents or legal guardian shall, within 48 hours, be notified in writing by the Disciplinary Officer.” Ms. Allen said she thought that no issues concerning a student could be discussed with anyone but the student. Vice Chancellor Luan said that academic matters may not be discussed but the parents or legal guardian of a minor must be informed in disciplinary matters. Professor Dilko said Barbara Christensen will be asked to check the Family Educational Rights and Privacy Act (FERPA) to make sure this is correct. Professor James asked for verification that an instructor is to notify a Dean or Vice President of Student Services if a student is removed from the classroom and that the Dean or Vice President then has the notification responsibility. Professor Dilko confirmed that this is the correct procedure.

Board Policy 8.70, Fees & Charges

Dean Castello asked that the following be added as a new number 5: “Students shall be charged for books and other materials on a textbook loan program from the College Bookstore and laboratories for items not returned. Borrowers shall be required to pay the replacement cost (current list price) for books or other materials they fail to return.” Professor James asked if this policy is made clear to students who rent books and other materials. Professor Dilko said it is and students must sign a contract.

Professor Partlan questioned Section 3(g) which states that students may be required to provide instructional and other materials “*provided such materials are of continuing value to the student outside the classroom.*” Professor Partlan noted that some materials, such as chemicals for a laboratory class, would not have continuing value and asked if the policy would then prohibit charging students for these materials. Professor Dilko said Ms. Christensen will be asked to clarify whether this wording is from the Education Code or Title 5; if so, reference to the applicable section(s) will be noted and if not, this phrase will be removed. Professor Dilko said she will also ask that in the future, all Education Code and Title 5 references be noted in new and revised policies.

Vice Chancellor Luan called for a poll on approval of this proposed policy with the following amendments:

1. Add the new number 5 as noted above, and
2. Add Title 5/Education Code references regarding charging students for instructional or other materials; remove the phrase “*provided such materials are of continuing value to the student outside the classroom*” if it is not required.

The vote was:

“a” (I support the recommendation completely) – 14

Abstentions – 1

Because at least 60% of members present were at one level, the recommendation will be forwarded to the Chancellor.

CSM Logo:

Beverly Madden, Director of College Development and Marketing at College of San Mateo, said that as a result of discussions regarding branding of the College, the Vision Project was begun. A committee with members from various constituencies held meetings over a period of five to seven months. As a result of their work, a contractor was chosen who presented six ideas for a new College logo. The choice of one design by the Committee was unanimous.

Dave McLain, Visual Communications Coordinator, displayed the new “signature,” which is the name of the College in the ITC Berkeley font and Milo typeface. This signature will appear on all official documents and on the website. The design with a shield is an “accent” and can be put on items such as t-shirts and posters. The College seal remains the same. Mr. McLain said the main priority was to have a consistent brand for instant recognizability and one which would show the quality of the institution.

Professor James asked what the new branding is meant to communicate. Ms. Madden said it conveys an image of quality and tradition as well as an institution that is friendly and welcoming. She said the contractor conducted considerable research, including reading a book about CSM titled “Class Act” and reading the San Mateo County plan, the College’s Educational Master Plan and other documents.

Mr. Jones said previous designs used more of the color blue. Mr. McLain said blue will still be used but the new design focuses more on white to keep the look fresh and clean.

Professor Partlan asked what the contract with the consultant cost. Ms. Madden said she does not recall the exact amount but believes it was \$12,000-\$15,000. She added that much of the work was done in-house which helped to reduce costs.

Vice Chancellor Luan thanked Ms. Madden and Mr. McLain for their presentation.

Closing Remarks

Vice Chancellor Luan thanked all DSGC members for their participation and hard work. He wished everyone an enjoyable holiday season.

Agenda Building

None

Adjournment

The meeting was adjourned by consensus at 3:34 p.m.