

**District Shared Governance Council (DSGC)**  
**May 2, 2011**  
**Minutes**

**Members Present:** Co-Chair Jing Luan, Peter Bruni, Fermin Irigoyen, Teeka James, Charles Jones, Raymond Parenti-Kurttila, Darnell Spellman

**Members Absent:** Co-Chair Diana Bennett, Vivian Abellana, Donna Bestock, Sandra Stefani Comerford, Kathy Fitzpatrick, Heidi Hansen, Martin Partlan, Rita Sabbadini, Stephanie Samuelson

**Others Present:** Harry Joel, Huy Tran

The meeting was called to order at 2:28 p.m. A quorum was not present and the meeting was adjourned at 2:30 p.m.

Council members who were present held informal discussions on the following items:

Board Policies

Policy 5.16, Managers: Evaluation and 5.26, Academic Supervisors: Evaluation

Vice Chancellor Joel said that in response to requests at the April 18, 2011 meeting, item number 3 was reinserted in the policies, as follows: “Within a three year period, each manager will undergo a comprehensive evaluation which may include self-assessment, evaluation by peers and others (including those supervised) and evaluation by the supervisor.”

Policy 5.54, Classified Professional/Supervisory Employees: Compensation and Benefits and 5.64, Confidential Employees: Compensation and Benefits

Vice Chancellor Joel said the Board of Trustees wanted language regarding “meet and confer” rights inserted in these policies; the language has been added in item number 4 in both policies. Professor James asked what meet and confer rights are. Vice Chancellor Joel said it is the right for the employee groups to discuss with management changes in pay or benefits, similar to negotiation rights.

Vice Chancellor Joel explained that the portions of the agreement between the District and CSEA which apply to the two groups in Policies 5.54 and 5.64, and which are recommended for removal from the policies, are now incorporated into Policy 5.07, Non-Represented Employees: Health Benefits and Leaves of Absence.

Policy 2.08, District Shared Governance Process

Vice Chancellor Luan said the proposed change addresses the constitution of a quorum for DSGC meetings. Professor James said that, as pointed out by Dean Bestock at a previous meeting, it is better to state the principle in a policy, i.e. a quorum is 50% + 1 of the membership, rather than defining a specific number. Vice Chancellor Luan agreed, stating that the Council should not be held hostage if a constituent group does not appoint a member. Mr. Jones said that it is not always possible to find someone to serve from both CSEA and AFSCME but the Council should not have the responsibility to try to recruit these members. Vice Chancellor Luan recalled that at a previous meeting, Mr. Jones said some employees are reluctant to serve because of the concern that supervisors would consider their jobs less important if they have time to attend meetings. Vice Chancellor Joel said he will address this at the May Managers Forum.

Vice Chancellor Luan read a statement from Professor Partlan (which said he is no longer a member of DSGC because he will not be the president of Cañada College’s Academic Senate) which said that Cañada faculty do not agree with the recommended change in Policy 2.08 because they believe there should always be at least 16 Council members.

There was discussion about possible remedies for chronic absences from meetings. There was agreement on the need to emphasize the importance of attendance to all current and new members.

Budget Update

Vice Chancellor Luan said there is no update. The Governor's May Revise is scheduled for release on May 13 and Chief Financial Officer will present a report at the May 16 meeting.

District Strategic Planning Update – Visioning

Vice Chancellor Luan thanked Professor James for editing the Visioning Statement. Professor James read the revised version aloud and all agreed that it is much improved. Mr. Bruni asked if Distance Education should be mentioned in the statement. Professor James said that "flexible and creative modes of curriculum delivery" would include Distance Education. There was further discussion about whether the words "and beyond" should be added to the sentence stating that the District responds to the need of the San Francisco Peninsula and Bay Area communities. Vice Chancellor Luan said would make the statement more visionary and appropriate. Professor Irigoyen said there is an attempt to bring in more out-of-state and foreign students in order to increase revenues through the collection of higher fees. Professor James said that taxpayers might not understand the attempt to increase these enrollments at a time when local students are being turned away; the public should be informed that this would help with the budget situation.

Vice Chancellor Luan said that discussions by DSGC members have been helpful and the Board will be informed that the Council has reviewed the statement.

District Accreditation Coordinating Council Update

Vice Chancellor Luan said he chairs the District Accreditation Coordination Council. The Accreditation Liaison Officers from the three Colleges and District Office are standing members of the Council; other members include the Colleges' self-studies members and District personnel who are assigned to key areas of the accreditation standards. At the last meeting, major timelines and milestones were identified. Delineation of Functions activities from spring 2010 were also reviewed. The next review will take place in spring 2012.

Professor Irigoyen asked when the next site visit will take place. Vice Chancellor Luan said it will be in October 2013. Professor James asked if Vice Chancellor Luan foresees any issues for that visit. Vice Chancellor Luan said it is difficult to say. However, Dr. Barbara Beno, President of the Accrediting Commission for Community and Junior Colleges (ACCJC), Western Association of Schools and Colleges, said that fewer colleges are being "dinged" because of a lack of planning and more are being dinged because of their Board's micromanaging; he added that SMCCCD's Board is not one of those. Dr. Beno also said the colleges are making progress on SLOs.

The informal discussion ended at 3:27 p.m.