

**District Shared Governance Council (DSGC)**  
**May 19, 2008**  
**Minutes**

**Members Present:** Co-Chair Jing Luan, Carla Campillo, David Feune, Sebastian Grillo, Jeanne Gross, Ulysses Guadamuz, Teeka James, Charles Jones, Adolfo Leiva, Jane McAteer, Martin Partlan, Stephanie Samuelsen, Richael Young

**Members Absent:** Co-Chair Patty Dilko, Jeremy Ball, Connie Beringer, Noel Chavez, Georgia Clark

**Guests Present:** Barbara Christensen, Jim Keller

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

Approval of Minutes

It was moved by Richael Young and seconded by Sebastian Grillo to approve the minutes of the meeting of May 5, 2008. The motion carried, with one abstention by Jeanne Gross, and the remainder of those present voting “Aye.”

Code of Professional Ethics

Jing Luan said faculty will adopt the ethics statement of the American Association of University Professors (AAUP) as the faculty statement. Teeka James said AFT was not given enough time to review the document. She said AFT believes this to be an ongoing problem, and it should be recognized that there are two faculty groups (the Academic Senate and AFT) and that both need representation. Carla Campillo said AFT has been represented during all of the discussions on this topic at Skyline and Martin Partlan said all faculty at Cañada have been well informed of the decision. Vice Chancellor Luan said the AAUP document was shared last year and it was agreed that it would be the default statement if agreement was not reached on a different statement. Barbara Christensen said that when the District Shared Governance Council reaches agreement on the statement, it will be taken to the Accreditation Commission to make sure it is what they want, and it could come back for revision. Mr. Partlan added that faculty may want to revise the statement in the future.

Ulysses Guadamuz said that after long discussions, classified staff realized their ethics statement would be very similar to that of administration, and it was decided to add their constituency to the statement already approved by administration; it will read, “The Board of Trustees, Administration and classified staff shall act. . .”

Richael Young reminded the Council that the student statement was approved by students and was presented to the Council at an earlier meeting.

Vice Chancellor Luan called for consensus polling to recommend approval of the adoption of the Policy on Professional Ethics. The results were:

A – 8

B – 3

C – 1

(one member had stepped out of the meeting and did not participate in the polling)

It was moved by Ulysses Guadamuz and seconded by Sebastian Grillo to approve the results of the consensus polling. The motion passed unanimously. The recommendation will be taken to the Board of Trustees at its June 11 meeting.

#### Public Comments

None

#### Board Policy (Rules & Regulations) 2.09 Revisions

Barbara Christensen distributed copies of the existing policy and of revisions suggested by the taskforce working on the policy. She asked for an update from any members who were able to present the changes suggested at the last meeting to their constituencies. Teeka James said AFT does not believe the revisions are consistent with consensus building language. They suggest it be called “democratic decision making” or something similar. Vice Chancellor Luan said the language was taken from Wikipedia and also checked against Webster’s dictionary. Ms. James said the historical context of the consensus building process is that one person can block a recommendation because of conscience; it is different from the general definition of consensus.

Jane McAteer said one person from the Management Council also said the revisions did not reflect the consensus model, but most Council members were favorable toward the revisions. She asked what would happen if a simple majority of members present are not at one of the options (A, B, C). Sebastian Grillo said the recommendation would not go forward and discussion would continue.

Richael Young said she has not yet taken the suggested revisions to her constituency. She said she likes the revisions and believes that consensus building is the attempt to mitigate the concerns of others and to come up with new proposals if there is not agreement.

Jeanne Gross said she has not yet discussed the proposed revisions with administrators at Cañada but did send them via email. She received only one response which said the language is not consistent with consensus; she will forward this email to Vice Chancellor Luan.

David Feune said that whatever is decided on the wording regarding consensus, he believes the Council is moving in the right direction by not including “E” because if one person can block a recommendation, the Council will not be able get things accomplished.

Vice Chancellor Luan said the policy revisions will come back to the Council in September. The taskforce will continue to work on the policy and will attempt to meet before the Council’s first meeting in the fall. Council members will also continue discussions with their constituencies.

Barbara Christensen said a “Board Policy and Administrative Procedure Service” is available to subscribing districts by the Community College League of California, in partnership with Liebert Cassidy Whitmore, a California law corporation. The Service tracks changes in Title 5 and other laws and sends updates twice a year showing where changes should be made. One package contains all of the accreditation-related policies and Ms. Christensen said the District will work on these first, followed by other policies, in order to be consistent with other community college districts. The service costs \$9,000 for the first three years.

#### May Revise Update

Executive Vice Chancellor Jim Keller said the District is pleased for the most part with the Governor’s May Revise as it relates to community colleges. The Governor proposes to partially backfill the property tax shortfall. Proposition 98 would be fully funded and there would be no student fee increase. Additional funds would be provided for enrollment growth. Categorical program cuts would average 7% and would provide colleges with flexibility to transfer funds between categorical programs. There would

be no cost of living adjustments. The proposals are predicated on the Governor's wish to use future revenues from the State lottery. The Governor's fallback strategy is a one cent increase in the sales tax. The Legislative Analyst said today that the Governor's lottery revenue projections were overly optimistic.

#### District Strategic Planning Update

Vice Chancellor Jing Luan said there are two reasons for developing the strategic plan: (1) the Board of Trustees believes in having a plan and (2) the Accrediting Commission for Community and Junior Colleges (ACCJC) requested that the college strategic plans be in alignment with a district plan. A strategic planning taskforce was formed and collected information which was condensed into a 60 page document titled "Environmental Scan," commonly referred to as "the book." The book can be viewed on the Colleges' websites where it can be reviewed and comments can be made. The taskforce met in large and small groups and, using data in the book, developed planning assumptions. Vice Chancellor Luan asked Council members to review the document and to keep in mind that it is constantly evolving.

Martin Partlan asked if security issues will be addressed. Vice Chancellor Luan said they will, and he is currently gathering campus crime statistics. He said that information on financial aid will also be included. The data will be presented to the Board of Trustees at its June 11, 2008 meeting.

Carla Campillo said that all constituencies will be able to review the document and provide input at the College forums, and she asked if there will be a District forum. Vice Chancellor Luan said there will be.

Vice Chancellor Luan said feedback will be received from external agencies during the summer. In the fall, a revised draft will be made available to all constituencies, and it will not go to the Board of Trustees until at least one month later. He emphasized that a District plan must be put in place so that the Colleges have an idea of the plan to which they are required to link.

#### Proposed District Board Policies (Rules and Regulations) Review 6.12 and 6.13

Vice Chancellor Luan distributed copies of revised Section 6.12, Definition of Credit Courses and the new Section 6.13, Grade Changes. The revisions and additions were made in order to meet the new requirements of Title 5. This is presented as an information item only because it is within the purview of the Faculty Senate. The revised Section 6.12 and new Section 6.13 will go to the Board of Trustees for approval at its June 11 meeting.

#### Closing Remarks

Carla Campillo said it has been a pleasure to serve on the Council for the past three years. She emphasized that it is very important that all members take information and action items back to their constituencies. Vice Chancellor Luan thanked Ms. Campillo for her service and also thanked outgoing members David Feune and Richael Young. He said there will be an orientation for new members, which all current members may also attend.

#### Agenda Building

None

#### Adjournment

It was moved by Richael Young and seconded by Charles Jones to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 4:00 p.m.