

District Shared Governance Council (DSGC)
October 5, 2009
Minutes

Members Present: Co-Chairs Patty Dilko and Jing Luan, Linda Allen, Diana Bennett, Jenny Castello, Denisse Gonzalez, Cliff Heap, Teeka James, Charles Jones, Virginia Medrano Rosales, Martin Partlan, Stephanie Samuelson

Members Absent: Connie Beringer, Megan Eznekier, Ray Hernandez, Alma Núñez, Marsha Ramezane, Steffi Santana, Jacqueline Solorzano

Others Present: Mike Celeste, Yamileth Verdin

The meeting was called to order at 2:25 p.m.

Review and Approval of Minutes

It was moved by Ms. Allen and seconded by Dean Castello to approve the minutes of the meeting of September 21, 2009. The motion carried, all members present voting “Aye.”

Professor Dilko said that consideration of policies in District Rules and Regulations is being postponed to the November 2nd meeting. An email will be sent to Council members listing all policies to be considered at that time.

Public Comments

None

Review of Council Policy 2.09 Section 5

In order to clarify a question from the September 21st meeting, President Dilko said that according to the section in the current policy regarding polling of members, a recommendation will be forwarded to the Chancellor only when 60% of members present are at any one level. If a recommendation is forwarded, any member of DSGC can submit a brief rationale for his or her vote which will accompany the recommendation to the Chancellor and the Board of Trustees.

Professor Dilko said two new concerns were brought up at the last meeting and were put on the agenda for discussion at this meeting.

The first issue concerns the use of rounding when considering whether 60% of members present are at any one level after a poll is taken. Professor Partlan reported that Robert’s Rules of Order does not specifically address rounding. Professor Partlan suggested that the addition of the words “at least” (“A recommendation will be forwarded to the Chancellor when *at least* 60% of members present are at any one level”) would prevent confusion about the calculation after polling.

The second issue is whether abstentions should be counted in determining whether at least 60% of members present are at any one level. Professor Partlan said that according to Robert’s Rules, an abstention would be counted the same as a “no” vote (“I cannot support the recommendation”).

Discussion ensued among Council members. Discussion points included:

- If polling is conducted at the first meeting of the year, there might be abstentions due to new members having been appointed. In particular, Ms. Medrano Rosales pointed out that student representatives are almost always new. A possible solution could be to agree to wait until at least the second meeting to conduct any polling.

- Abstentions could be used to continually delay a recommendation from going forward. Professor James said that abstentions may simply mean that more time is needed for discussion of an issue. Professor James suggested a possible solution could be to allow a member to abstain in order to have one more month for consideration, but then that member would be required to vote at the next meeting.
- The policy could be changed to count only those voting at one of the three levels described in Policy 2.09.

Vice Chancellor Luan suggested that the policy remain unchanged to further test how it works, with a follow-up review of 2.09. Professor James suggested that the February meeting might be a good time to review the policy. All Council members were in agreement with leaving the policy as it is and reviewing it at a later date.

Campus Security

Mike Celeste, Director of Public Safety, addressed the Council. He said that as of July 1, 2009, the Security Departments at each campus have been consolidated into the District Public Safety Department. All officers wear the same uniforms, all cars will have the same markings, and there will be new Districtwide policies and procedures. There is now 24 hours per day/seven days per week coverage. All officers have gone through District training. Ms. Gonzalez asked for a description of the training. Mr. Celeste said it is a 24-hour session put on by the Commission on Peace Officer Standards and Training (P.O.S.T.). The officers will also be trained in the use of pepper spray and batons. Mr. Celeste said officers do not carry guns on campus. Professor Dilko asked what qualifications are required to be an officer. Mr. Celeste said officers must pass the training. Mr. Celeste added that there is a strong focus on training and that training will go beyond the 24-hour session.

Professor Partlan asked is there is a net increase or decrease in the amount of security available. Mr. Celeste said coverage is more widespread, with an increase of two officers. Ms. Medrano Rosales asked if the Security telephone is answered at all hours; Mr. Celeste said it is.

Mr. Jones asked if there is coordination with the local police departments. Mr. Celeste said there is and the Security Department is working on coordinating frequencies.

Professor James said there are different policies at each of the Colleges, e.g. smoking, and asked if the officers know the various policies. Mr. Celeste said officers do know the varying rules at the Colleges.

Mr. Jones asked if the lockdown and video camera systems have worked well. Mr. Celeste said they worked very well during the shooting incident at Skyline. Because the video showed one of the suspects entering a building with a backpack and leaving without it, the building was searched, resulting in the backpack being found and a gun being found in a garbage can. Video cameras have also been used in investigations of theft and fight situations on the campuses. In response to a question from Professor James, Mr. Celeste confirmed that cameras are not used to evaluate employee performance, e.g. tardiness, length of breaks, etc.

Professor Partlan asked about security in the parking lots. Mr. Celeste said the Department will try to get more cameras in the lots. Ms. Allen asked how the cameras work at night when it is foggy at Skyline. Mr. Celeste said they do not work well in those conditions in that only white can be seen; this arises only at Skyline.

Professor James said that because there are no locking cabinets in some offices to which faculty have been moved during construction at College of San Mateo, faculty have to carry everything with them and there has been some theft. Mr. Celeste said faculty should contact the Facilities Department and ask to have locks installed.

Mr. Celeste discussed the systems which are used during emergencies in addition to email:

1. Emergency Announcement System. This system worked quite well during the shooting incident, although there are some spots where it could not be heard. Work in progressing on the system.
2. Text Messaging. The District has contracted a new system, Alert-U, because there were too many delays in people receiving messages with the previous system. All information has been transferred so that it is not necessary to sign up again for the new system. Professor Dilko noted that text messaging is good for those not in class but teachers do not normally allow cell phones to be turned on during class. Professor James suggested the Faculty Senates might consider permitting designated students to have their phones turned on during class to receive emergency messages. Mr. Celeste said the Department is working with ITS on having information come to telephones which are in the classrooms. Dean Castello suggested that instructors include a discussion of emergency procedures at the beginning of each semester, along with other information that is provided on the first day of class. Mr. Celeste said that officers are willing to go into classrooms to review emergency procedures, parking issues, etc.

Vice Chancellor Luan thanked Mr. Celeste for his presentation. Mr. Celeste said he will speak to any of the constituent groups if requested.

Closing Remarks

None

Agenda Building

Professor Partlan suggested information on how to find out the results of restructuring at the District and the Colleges. Vice Chancellor Luan said the Colleges are engaged in discussions and their constituents are well-informed. If any proposals have Districtwide impact, they will go through the Program Improvement and Viability process and to the District Strategic Planning Committee. The DSGC will also be updated on proposals. Vice Chancellor Luan said there are currently no proposals developed fully enough to bring to the Strategic Planning Committee. Professor Dilko said the Strategic Planning Committee will discuss criteria by which they will look at proposals and then bring the information to DSGC. Professor Dilko said she will put this on the DSGC agenda as a standing item, with the notation of “no proposals to present” if there are none. In response to Professor Bennett’s concern about the tight timeline, Professor Dilko said the Strategic Planning Committee has agreed to meet as soon as a proposal is ready. The Committee will make sure that proposals are comprehensive and complete, would maximize savings, and have been vetted thoroughly. Professor James noted that there is a potential for “serial bumping” and asked who is overseeing the process. Professor Dilko said the College Presidents are working on this and that they and the Chancellor make the final decisions. Professor James asked at what level students are involved in discussions; Professor Dilko said they are involved at every level.

Professor James requested an update on the accreditation follow-up reports. Professor Dilko will ask the College Presidents or their representatives to come to the November meeting to provide the update.

Adjournment

The meeting was adjourned by consensus at 3:55 p.m.