

District Shared Governance Council (DSGC)
February 5, 2007
Minutes

Members Present: Linda Allen Jeanne Gross
Carla Campillo Ulysses Guadamuz
Silvia Cevantes Nick Kapp
Georgia Clark Jing Luan
Patty Dilko Jane McAteer
David Feune Luis Padilla
Sebastian Grillo Stephanie Samuelson

Guests Present: Kathy Blackwood

The meeting was called to order at 2:25 pm by Council Co-Chair Jing Luan.

Vice Chancellor Luan introduced Jan Phemester who would be taking notes.

Vice Chancellor Luan talked about SharePoint explaining that it was a tool to store committee work/documents. You can access and edit documents anywhere and any time. He encourages the use of this tool.

Handouts of the agenda and minutes were provided.

Approval of Minutes

After reviewing the minutes of December 4, 2006, Carla Campillo asked for clarification on COLA. District Chief Financial Officer Kathy Blackwood gave an explanation. It was moved by Sebastian Grillo and seconded by Carla Campillo to approve the minutes of the December 4th meeting. The motion passed with 9-Ayes, 0-Noes and 2-Abstaining.

Public Comments

None

District Budget

District Chief Financial Officer Kathy Blackwood presented an update on this year's budget. Governor Arnold Schwarzenegger revealed his 2007-08 budget proposal on January 10, 2007. This is only the beginning of the process. The governor revises the budget in May. The legislature then works to approve the budget. It is supposed to be approved by June 30, 2007, but is usually approved in July.

Chief Financial Officer Kathy Blackwood discussed some Community College increases currently in the governor's budget including:

- 4.04 % COLA for general apportionment as well as specified categorical programs
- 2% growth for general apportionment and 2% growth for categorical programs
- Redirection of \$33.1 million in basic skills monies to support counseling, tutoring
- \$9 million in one time and \$ 9 million in ongoing funding for nursing programs

Chief Financial Officer Kathy Blackwood noted that the state budget does not contain monies for mandated costs reimbursements, although the District continues to submit claims for these costs.

Chief Financial Officer Kathy Blackwood then discussed items related to the District's budget. She indicated that District contributions for STRS and PERS would be increasing along with the District's retirement funding liability. The District has contracted for an actuarial study to assess this issue and that study will be presented to the Board in February. She discussed possible funding strategies and indicated that this information will be discussed further with the District Committee on Budget & Finance.

Chief Financial Officer Kathy Blackwood also discussed enrollment and noted that it was about 1% below expectations. She noted that summer 2007 enrollment will most likely be shifted into this year.

Chief Financial Officer Kathy Blackwood indicated that she will come back to the committee with updated information after the Governor's May revision of the state budget.

Accreditation Update and Mission Review

Vice Chancellor Luan said that accreditation is a self study process governed by ACCJC (Accrediting Commission for Community and Junior Colleges) and WASC (Western Association of Schools and Colleges).

Patty Dilko explained the process. Every six years, the college has committees to look at specific information and standards. Example: student enhancement, quality of education, student support, commitment to the mission. When the self study is completed, a panel of peers will be sent on October 22, 2007 to evaluate.

Vice Chancellor Luan handed out copies of the functional map, which is required for multi college districts. It lists the standard and who should be responsible for each standard - the College, District, or a combination of both.

Nick Kapp noted it is the college that is accredited, not the district.

Vice Chancellor Luan distributed draft copies of the Mission Statements for Cañada College, College of San Mateo and the District. He reminded everyone that the Mission Statements are on the SharePoint site. The Mission Statements were read out loud.

Vice Chancellor Luan stated that the Board would review the District preamble and Mission Statement. He then asked for input from the Council.

Nick Kapp stated that the District Mission should not conflict with the College statements. The older statements were long and now they are short and concise.

Carla felt in the preamble it was hard to describe “global community”. It was over used and undefined.

Patty Dilko indicated that Cañada had a conversation regarding global community. Is there alignment between the Colleges and District Office?

It was agreed that the District Mission Statement could be short reflecting values and vision.

Faculty Staff ID's

Nick Kapp feels that due to the increase in employees in both the District Office and College campuses, ID's with pictures would be helpful for the following reasons:

- In case of emergencies you would be able to get on campus and be easily identified.
- Serve as identification for use in libraries at other educational facilities.

He would also like the directory to include photos.

Options were discussed. Would faculty wear it? Should it be a key or fob? Would it work the doors? Picture or no picture? Who would take the pictures? What about an ID card? Should everyone in the District be included?

Silvia Cervantes and Luis Padilla said the students would like to see staff/faculty wear ID's as it would help to identify them.

Carla Campillo suggested that he take the idea back to campus and constituencies for feedback.

Vice Chancellor Luan proposed that Nick Kapp draft a proposal of his ideas with specific information. It will be brought back for discussion.

Proposed District Policies, Rules and Regulations

None from constituencies

Other

February 14th – Board counseling study session at Cañada

February 28th – Board teaching and learning session

Starting a Census Board report each term.

The meeting was adjourned at 4:05 pm.